



The Jewel of the Chesapeake Bay
North Beach, Maryland

8916 Chesapeake Avenue | Post Office Box 99
North Beach, MD 20714
410.257.9618 | 301.855.6681
www.northbeachmd.org

Minutes from the March 8, 2018
Town Council Meeting
7:00 pm

X_____ Mayor Frazer	X_____ Joanne Hunt	X_____ Rick Crump
X_____ Mr. Benton	X_____ Stacy Wilkerson	_____ Richard Ball
X_____ Ms. Hagen	X_____ Donnie Bowen	X_____ Dawn Richardson
X_____ Mr. M. Hummel	X_____ Paul Woodburn	X_____ 1 st Lt. Ronnie Naughton
X_____ Mr. R. Hummel	X_____ Paul Troncone	X_____ Veronica Owens
X_____ Ms. Schiada		

APPROVAL OF AGENDA AND MINUTES

MOTION made by Gwen Schiada to approve the agenda as submitted. Seconded by Jane Hagen. All in favor.
Motion carries.

MOTION made by Mickey Hummel to approve the minutes from the February 8, 2018 Town Council agenda. Seconded by Mike Benton. All in favor. **Motion carries.**

MOTION made by Randy Hummel to approve the minutes from the March 1, 2018 Work Session. Seconded **Motion carries.**

SCHEDULED APPOINTMENTS

- State Highway Administration Representative Mr. John Delaney was in attendance and gave a brief overview of the plans for Rt. 261 from 9th Street to the Anne Arundel County line.
- Ms. Kathryn Marsh was in attendance requesting support from the Mayor and Council to hold the 2019 Relay for event in the Town of North Beach. The Mayor and Council support the event. Stacy Wilkerson will contact Ms. Marsh to set up a meeting to start working on the event with Ms. Marsh.

BOARDS AND COMMISSIONS

- Swearing in of Mr. Kirk Betts to the North Beach Board of Appeals: **MOTION** made by Mike Benton to appoint Mr. Betts to the Board of Appeals. Seconded by Jane Hagen. All in favor.
Motion carries.
- Swearing in of Pat Haddon and Kathy Barron to the North Beach Supervisor of Election. **MOTION** made by Jane Hagen to appoint them to the Board of Elections. Seconded by Paul Troncone. All in favor. **Motion carries.**

**** Barbara Callis was not in attendance and will have to be sworn in another time before April 1st.**



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SHERIFF'S DEPARTMENT REPORT

In February 2018 the Sheriff's Department responded to 97 calls for service in North Beach. This is down from 105 calls in January 2018.

TREASURER'S REPORT

Reporting Period 1/1/2018 – 1/31/2018; Beginning Balance: \$218,399.43; Total Debts: \$1,121,396.38; Total Credits: \$747,007.47; Ending Balance: \$593,788.34. **MOTION** made by Jane Hagen to accept the Treasurer's report as presented. Seconded by Mike Benton. All in favor. **Motion carries.**

REPORTS

Staff Reports: The following reports are attached: Public Works Department, Town Engineer, Code Enforcement and Development Specialist.

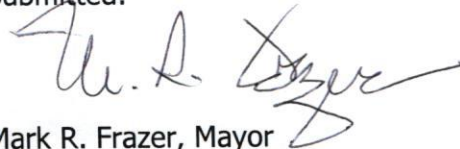
BUSINESS ITEMS

- 1) Award Contract for the North Beach Dredging Project: **MOTION** made by Randy Hummel to award the beach dredge contract to Edwin A. & John O. Crandell in the amount of \$207,502.00. Seconded by Mickey Hummel. All in favor. **Motion carries.**
- 2) Award Contract for the upgrade to Callis Park: **MOTION** made by Randy Hummel to award the contract to Playground Specialist in the amount of \$110,627.00. Seconded by Paul Troncone. All in favor. **Motion carries.**
- 3) Proposal from Phelps Concessions: Motion made by Randy Hummel accept the proposal from Phelps Concession. Seconded by Mickey Hummel. AYE: M. Hummel. R. Hummel. NAY: P. Troncone. J. Hagen. M. Benton. G. Schiada. Motion Fails.

ORDINANCES AND RESOLUTIONS

- 1) Resolution 18-01: A Resolution extending a moratorium on the acceptance and processing of Category II site plans for Taverns and all uses incorporating outdoor entertainment, pending the consideration and adoption of such legislation as the Town Council may consider advisable to promote the public health, safety and welfare for an additional three (3) month – voting
- 2) Ordinance 18-01: An Ordinance of the Mayor and Town Council of the North Beach Maryland to close and abandon and Unopened right-of-way for Dayton Avenue in Block 7 of the North Chesapeake Beach Subdivision located in the Town of North Beach, Maryland - Introduction

Submitted:


Mark R. Frazer, Mayor


Stacy L. Wilkerson, Town Clerk

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Date: 3-8-2018

Subject: Monthly Report

Monthly Report from Public Work Department is as follows

The Public Works Department spent a good deal of time effort on the following weather related incidents this report period.

- 1) On 2-10-18 and into 2-11-18 the area received heavy rain fall totaling almost 4 inches. In the days prior to expected rainfall public works crew cleared storm drains of visible debris and leaves, checked operation of storm water pumps and topped off with fuel. During event crew monitored pumping stations and address issues. Street flooding did occur along Bay Ave., 5th street, and Chesapeake Ave. Storm water pump on the beach ran 18 hours pumping over 2 million gallons. Pumps on 9th street ran 20 hours each. Pumps at 9th street had to be pulled and clear of leaves and debris after event. No flooding occurred on roadway in 9th street area. Sewer pumping station on Chesapeake Ave. and Greenwood Ave. both went to high level alarm condition due to rain water influence and had to be monitored to avoid possible spills. All stations went back to normal Sunday afternoon around 4 pm. Pumps at sewer stations had to be pulled on Monday to clear rags and debris from high flows.
- 2) On 3-2-18 and continuing until 3-4-18 the area had very high winds. Days prior to event public works crew test ran and verified operation of all generators in case of power outage. Friday crew responded to and cleared trees and debris from streets in a few locations. Overall the town didn't have any major damage. DPW crew continued clean the following week after the storm.

- 3) On 3-7-2018 the area experience a tide level of 4.0 (normal high is 1.0) this caused flooding in the 9th street area. DPW closed streets and monitored area until tide started receding. Storm water pumps where put back online and pumped down remaining water on Ninth Street in two hours. Crew cleaned up debris on streets. Area had pretty well drained by Thursday morning.

Update on ongoing and future projects:

- 1) Shirt Shack –DPW finished interior and is ready for cabinets. Roll up door has been installed and secured. A front awning is being made and look for it to be installed in the next week.
- 2) Had bid opening on 2-5-2018 on beach dredge will go over results as business item.
- 3) Worked with BG & E and had all the old street lights on wooden poles replaced with new poles and lights in the area of 7th, Atlantic and 9th street. Next area is 8th street from Frederick to Erie.
- 4) Have given go ahead for final design for pavilion on the boardwalk. Once construction plan is received will start work on pavilion.

General Maintenance items

- 1) Replaced two existing meters on Annapolis Ave. with new meter pits and meters.
- 2) Addressed sewer issues at two residences in town and did some routine jetting of sewer mains in problem areas while we had the machine out.
- 3) Contractor finished water line extension on 3rd street west of Greenwood installed meter for new service in that area.

Any questions or concerns please contact me.

Thanks Don Bowen DPW

MEMORANDUM

TO : Mayor and Town Council
FROM : Paul B. Woodburn, P.E.
Town Engineer
DATE : March 7, 2018
RE : Monthly Report

The following is the status of activities that are being worked on:

Maryland SHA Rte. 261 SHA Upgrade Project

SHA's environmental and highway design work is progressing toward a planned construction start for the Spring of 2020. The SHA held a design update meeting on November 17 and December 15, 2017. They plan to attend the March Council meeting to give a brief update.

Maryland SHA Rte. 261 Boardwalk (9th Street to Anne Arundel County)

Preliminary design is complete and TAP (Transportation Alternatives Program) State grant Monies will be sought for 2018. The Town is working on a new grant opportunity for 2018.

Beach Dredge Project

We have all permits and have received bids. We hope to commence with work this month.

Pier Pavilion Project

We are working on final construction drawings with the Architect and construction is slated for the Spring of 2018.

Stormwater Flood Pump Upgrade (9th & Atlantic)

The existing stormwater pump station is not designed to adequately handle frequent localized flooding. We have begun to analyze the system and provide upgrade proposals for consideration to request monies to be budgeted in the coming fiscal year and to 100K at possible grant opportunities.

FEMA

The County has prepared a North Beach Flood Mitigation Plan (updated) draft for Town review and adoption. FEMA has provided a presentation on structural flood mitigation measures which may be implemented by homeowners to protect their homes from storm damage. The FEMA information will be packaged for homeowners to use and which will be readily available.

Public Works Yard – Well Building

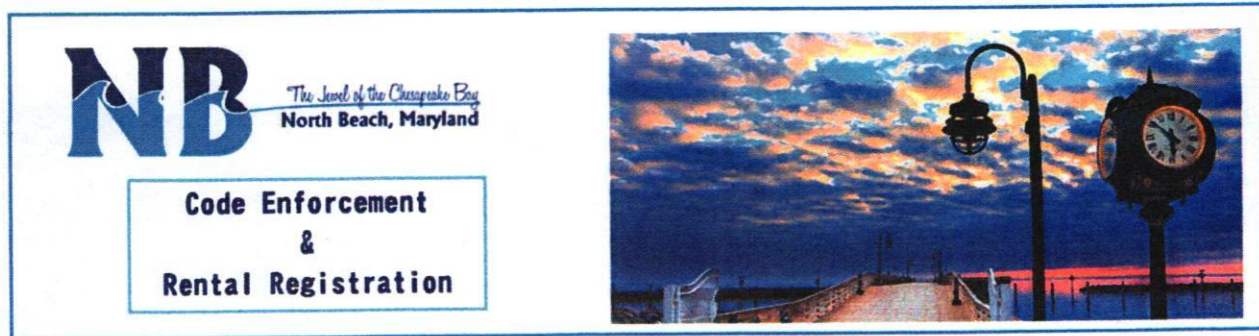
We have prepared preliminary engineering construction budget to upgrade and raise the existing 30+ year old well house building. Grant monies are being sought from MDE to assist with this project.

Water Meter Pit Replacement

2018 MWQFA monies are being sought to begin to replace old and non-working water meter pits.

Library Site

We continue to provide information and assistance on the Library site. We have been looking at potential additional parking opportunities.



Code Enforcement Summary Report

Report Criteria:

Status Assigned To Census Tract Violation Initiation Open Date Range Follow up Date Range Close Date Range
 All All All All From 02/05/2018 To 03/06/2018 From To From To

CE Totals

Total Closed Cases Open Cases
 Totals 24 15 9

CE Cases by Employee

Employee Total Closed Cases Open Cases
 Croteau, Donald 24 15 9
 Totals 24 15 9

CE Cases by Violation

Violation	Total Violations	Closed Violations	Open Violations
Abandoned Dwelling	0	0	0
Abandoned or inoperable vehicles-private property	1	1	0
Accessory structure	0	0	0
Animals running @ large	0	0	0
Burning	0	0	0
Dangerous tree or limbs	0	0	0
Exterior Structure	2	0	2
Grading and Drainage	0	0	0
Loud/unnecessary noise	0	0	0
Motor vehicles	0	0	0
Numbering of building	0	0	0
Operation of motor vehicles (F)	0	0	0
Operation of motor vehicles (G)	0	0	0
Parking restrictions	2	1	1
Protective treatment	0	0	0
Rodent	0	0	0
Sanitation	0	0	0
Sidewalks and driveways	0	0	0
Stopping, standing or parking prohibited in specified places	1	1	0
Trash/Rubbish	9	8	1
Unlawful acts noise (B)	0	0	0
Unlawful acts noise (C)	0	0	0
Unlawful acts noise (D-G)	0	0	0
Unlawful acts noise (H)	0	0	0
Unlawful acts noise (I - K)	0	0	0
Unlawful acts-noise	0	0	0
Unlawful acts-noise (A)	0	0	0
Unregistered vehicles, parking prohibited	9	4	5
Vacant land and Structures	0	0	0
Weeds	0	0	0
Weeds/grass/plants	0	0	0
Totals	24	15	9



Code Enforcement & Rental Registration



Code Enforcement Summary Report

Report Criteria:

Status Assigned To	Census Tract	Violation Initiation	Open Date Range	Follow up Date Range	Close Date Range
All	All	All	All	From 02/05/2018 To 03/06/2018	From To

CE Totals

	Total Closed Cases	Open Cases
Totals	24	15

CE Cases by Employee

Employee	Total Closed Cases	Open Cases
Croteau, Donald	24	15
Totals	24	15

CE Cases by Violation

Violation	Total Violations	Closed Violations	Open Violations
Abandoned Dwelling	0	0	0
Abandoned or inoperable vehicles-private property	1	1	0
Accessory structure	0	0	0
Animals running @ large	0	0	0
Burning	0	0	0
Dangerous tree or limbs	0	0	0
Exterior Structure	2	0	2
Grading and Drainage	0	0	0
Loud/unnecessary noise	0	0	0
Motor vehicles	0	0	0
Numbering of building	0	0	0
Operation of motor vehicles (F)	0	0	0
Operation of motor vehicles (G)	0	0	0
Parking restrictions	2	1	1
Protective treatment	0	0	0
Rodent	0	0	0
Sanitation	0	0	0
Sidewalks and driveways	0	0	0
Stopping, standing or parking prohibited in specified places	1	1	0
Trash/Rubbish	9	8	1
Unlawful acts noise (B)	0	0	0
Unlawful acts noise (C)	0	0	0
Unlawful acts noise (D-G)	0	0	0
Unlawful acts noise (H)	0	0	0
Unlawful acts noise (I - K)	0	0	0
Unlawful acts-noise	0	0	0
Unlawful acts-noise (A)	0	0	0
Unregistered vehicles, parking prohibited	9	4	5
Vacant land and Structures	0	0	0
Weeds	0	0	0
Weeds/grass/plants	0	0	0
Totals	24	15	9



Code Enforcement & Rental Registration



Roll-up Case Detail Report

Report Description

Case details for cases across modules during specified date range

Report Criteria:

Modules	Status Assigned To	Violation Open Date Range	Follow up Date Range	Close Date Range
Code Enforcement All	All	All	From 02/05/2018 To 03/06/2018	From To

Report Details

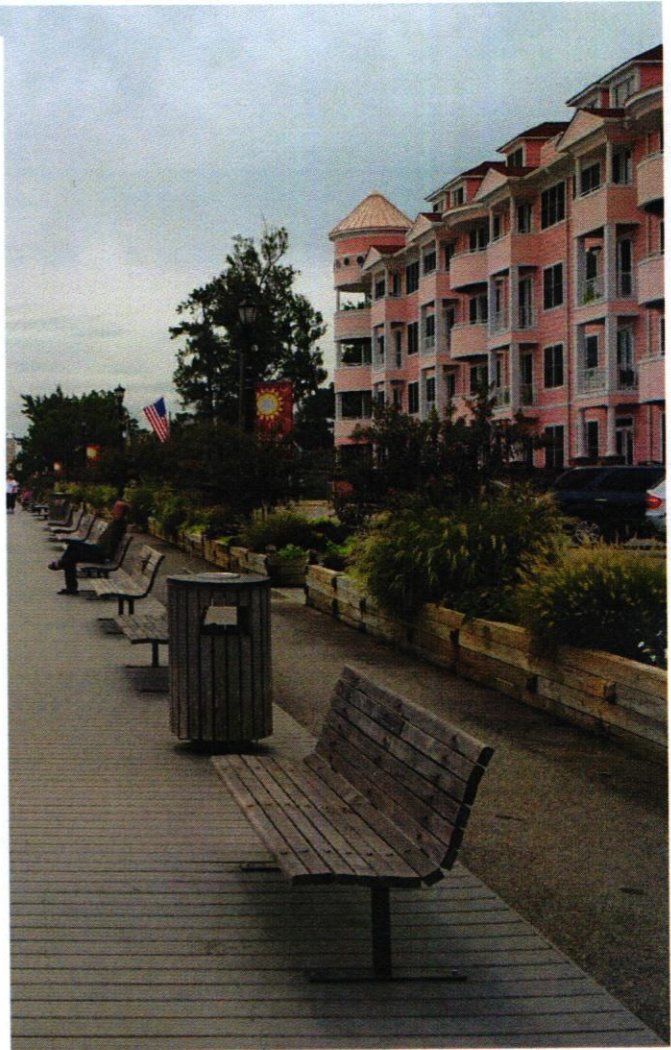
Case#	eFM Case#	Module	Status	Violation(s)	Priority	Street Number	Street Direction	Street Name	Street Type	Unit	City	APN	Initiation	Open Date	Follow Up Date	Cr De
18-90		Code Enforcement	Case Initiated	Unregistered vehicles, parking prohibited - Open	Medium	3917		5TH	St		NORTH BEACH	0503053792	Officer Initiated	03/06/2018	03/12/2018	Cr De
18-89		Code Enforcement	Case Initiated	Exterior Structure - Open	Medium	3932		7TH	St		NORTH BEACH	0503058867	Officer Initiated	03/06/2018	03/31/2018	Cr De
18-88		Code Enforcement	Case Initiated	Unregistered vehicles, parking prohibited - Open	Medium			Sea gull	Ct		North Beach		Officer Initiated	03/06/2018		Cr De
18-87		Code Enforcement	Closed - Compliance	Trash/Rubbish - Closed	Medium	4028		7TH	St		NORTH BEACH	0503055817	Officer Initiated	03/02/2018	03/06/2018	Cr De
18-86		Code Enforcement	Case Initiated	Unregistered vehicles, parking prohibited - Open	Medium	3904		1ST	St		NORTH BEACH	0503155889	Officer Initiated	02/27/2018	03/20/2018	Cr De
18-85		Code Enforcement	Closed - Compliance	Unregistered vehicles, parking prohibited - Closed	Medium	8928		FREDERICK	Ave		NORTH BEACH	0503055531	Officer Initiated	02/27/2018	03/05/2018	Cr De
18-84		Code Enforcement	Closed - Compliance	Trash/Rubbish - Closed	Medium	4007		4TH	St		NORTH BEACH	0503078434	Officer Initiated	02/27/2018	03/05/2018	Cr De
18-83		Code Enforcement	Closed - Compliance	Trash/Rubbish - Closed	Medium	3911		7TH	St		NORTH BEACH	0503051161	Officer Initiated	02/27/2018	03/05/2018	Cr De
18-82		Code Enforcement	Closed - Compliance	Trash/Rubbish - Closed	Medium	4009		11TH	St		NORTH BEACH	0503055892	Officer Initiated	02/15/2018	02/20/2018	Cr De
18-81		Code Enforcement	Closed - Compliance	Trash/Rubbish - Closed	Medium	9215		ANNAPOLIS	Ave		NORTH BEACH		Officer Initiated	02/15/2018	02/19/2018	Cr De
18-80		Code Enforcement	Case Initiated	Exterior Structure - Open	Medium	9131		BAY	Ave		NORTH BEACH	0503051005	Officer Initiated	02/15/2018	03/20/2018	Cr De
18-79		Code Enforcement	Closed - Compliance	Parking restrictions - Closed	Medium	4009		8TH	St		NORTH BEACH	0503057186	Officer Initiated	02/14/2018	02/21/2018	Cr De
18-78					Medium	8916		FREDERICK	Ave			0503050564		02/14/2018	03/09/2018	

	Code	Case	Parking				NORTH	Officer		Cr
	Enforcement	Initiated	restrictions -				BEACH	Initiated		Dc
			Open							
18-77	Code	Case	Unregistered	Medium 3901	7TH	St	NORTH	Officer	02/08/2018 02/12/2018	Cr
	Enforcement	Initiated	vehicles,				BEACH	Initiated		Dc
			parking							
			prohibited -							
			Open							
18-76	Code	Closed -	Unregistered	Medium 4006	7TH	St	NORTH	Officer	02/08/2018 02/13/2018	Cr
	Enforcement	Compliance	vehicles,				BEACH	Initiated		Dc
			parking							
			prohibited -							
			Closed							
18-75	Code	Closed -	Unregistered	Medium 9500	SEA GULL	Ct	NORTH	Officer	02/07/2018 02/13/2018	Cr
	Enforcement	Compliance	vehicles,				BEACH	Initiated		Dc
			parking							
			prohibited -							
			Closed							
18-74	Code	Closed -	Unregistered	Medium 3913	3RD	St	NORTH	Officer	02/06/2018 02/13/2018	Cr
	Enforcement	Compliance	vehicles,				BEACH	Initiated		Dc
			parking							
			prohibited -							
			Closed							
18-73	Code	Closed -	Abandoned or	Medium 3947	5TH	St	NORTH	Officer	02/06/2018 02/09/2018	Cr
	Enforcement	Compliance	inoperable				BEACH	Initiated		Dc
			vehicles-							
			private							
			property -							
			Closed							
18-72	Code	Closed -	Stopping,	Medium	CHESAPEAKE	Ave	North	Officer	02/06/2018 02/20/2018	Cr
	Enforcement	Compliance	standing or		PARKING		Beach	Initiated		Dc
			parking		LOT					
			prohibited in							
			specified							
			places -							
			Closed							
18-71	Code	Case	Unregistered	Medium 4041	8TH	St	NORTH	Officer	02/06/2018 02/12/2018	Cr
	Enforcement	Initiated	vehicles,				BEACH	Initiated		Dc
			parking							
			prohibited -							
			Open							
18-70	Code	Closed -	Trash/Rubbish	Medium 8833	FREDERICK	Ave	NORTH	Officer	02/06/2018 02/09/2018	Cr
	Enforcement	Compliance	- Closed				BEACH	Initiated		Dc
18-69	Code	Closed -	Trash/Rubbish	Medium 8807	FREDERICK	Ave	NORTH	Officer	02/06/2018 02/09/2018	Cr
	Enforcement	Compliance	- Closed				BEACH	Initiated		Dc
18-68	Code	Case	Trash/Rubbish	Medium 3909	5TH	St	NORTH	Officer	02/06/2018 03/09/2018	Cr
	Enforcement	Initiated	- Open				BEACH	Initiated		Dc
18-67	Code	Closed -	Trash/Rubbish	Medium 9131	FREDERICK	Ave	NORTH	Officer	02/06/2018 02/09/2018	Cr
	Enforcement	Compliance	- Closed				BEACH	Initiated		Dc

Number of Cases: 24

3/8/2018 5:57 PM

North Beach Funding Report 2018



PRESENTED MARCH 8, 2018

Town of North Beach
Authored by: Veronica Owens
Development Specialist



Funding 2018

2017 Grant Funding Total: \$280,000.00

2018

AWARDED:

MEA Healthy Living Grant Program (see details below)	\$25,000.00
Total Awarded in 2018:	\$25,000.00

PENDING:

North Beach Well House Station Upgrade:	\$115,622.00
North Beach Callis Park Playground:	\$92,534.00
North Beach Lighting the Bay (streetlights):	\$50,000.00
Electric Charging Station Rebate:	\$4,000.00
Total Pending:	\$262,156.00

UNDERWAY:

Chesapeake Conservation Corps Intern	\$20,000.00
Elevated Walkway	\$250,000.00
Total Funding Underway:	\$270,000.00

Healthy Living Program

The Healthy Living program was designed to assist families and seniors with making energy efficient upgrades to their homes at no cost. These upgrades would assist in saving money on their electric/gas/water utility bills in the home.

To be eligible to apply for the funding, you would have to follow the guidelines for eligibility:

1 – Resident/Homeowner of Calvert County

2 – Income Guidelines (According to the State of Maryland)

Number of People Living in House	Owner(s) Only Annual Income Less than:	Number of People Living in House	Owner(s) Only Annual Income Less than:
1 ➡	\$65,700.00	2 ➡	\$75,050.00
3 ➡	\$84,400.00	4 ➡	\$93,750.00
5 ➡	\$101,300.00	6 ➡	\$108,800.00

3 – Agree to have your energy bills monitored over the next three years

4 – Fill out the application

5 – Agree to having an Energy Audit completed before any work begins

The program will pay for any of the Eligible Activities that are referred for replacement based on the Energy Audit report:

- Washer
- Refrigerator
- Stove
- Window Air Conditioner
- Central Air Conditioning
- Furnace
- Water Heater
- Weatherization
- Attic Insulation

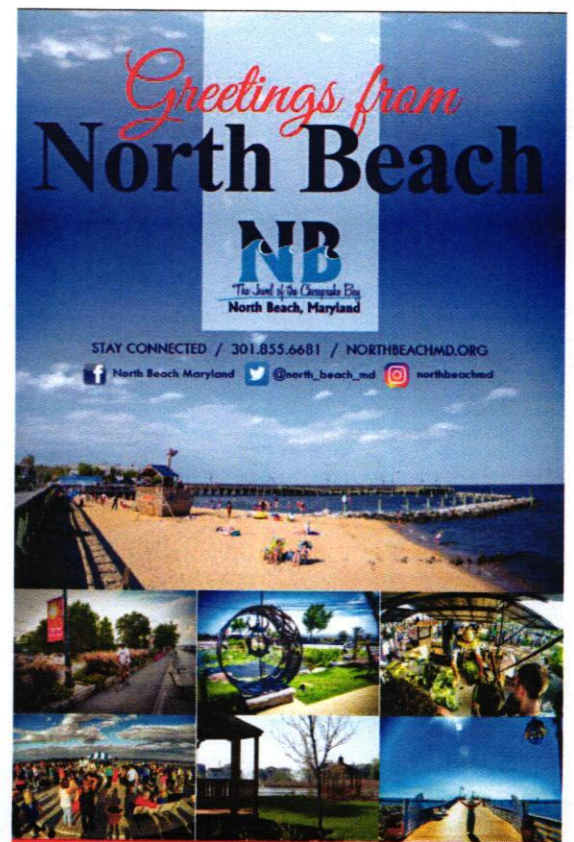
MEMO



To: Mayor and Town Council
From: Dawn Richardson
Date: March 6, 2018
RE: Monthly Report

Below you will find the tasks I have performed and any insights that pertain to marketing and public relations for the Town of North Beach during the month of February 2018.

- **CIVICREADY TEXT NOTIFICATIONS:** Participated in training calls and currently working on the final steps to prepare for the roll out of the system.
- **SHIRT SHACK:** Met with local cabinet makers and a custom merchandise company. The roll up door is to be installed March 7, 2018. Merchandise will be ordered in the near future.
- Prepared the 2017 State of the Town presentation.
- Continued to research trademarked logos after receipt of extensive information from MML.
- Created a half-page flyer for Code Enforcement to hand out when they notice overflowing trash, cans without lids, etc.
- Stacy Ward and I attended the Historic St. Mary's City Bridal Show where we networked and distributed information about Weddings by the Bay.
- Submitted a poster design for approval by Calvert County Tourism. The poster was approved and is now hanging at the Solomons Visitor's Center.
- Met with the Special Events Committee to plan the events for the year.
- Daily tasks: website (updated calendar entries, sent out News email blasts); Facebook (created posts to promote events and pertinent town information, shared posts from town businesses on North Beach Maryland page).



UPCOMING EVENTS

APR 21 | 8 AM

Comcast Cares Day | Plant the Town

APR 22

Welcome Center & Beach Open for Season

MAY 4-OCT 5 | Every Friday Night 6 TO 9 PM

Farmers' Market, Classic Car Cruise-In & Art Fair

MAY 19 | DUSK

Movie on the Beach

MAY 25 | 6 PM

Concert on the Pavilion

MAY 26

Bicycle, Kayak, Stand Up Paddleboard Rentals Begin