



*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](http://www.northbeachmd.org)

## TOWN COUNCIL MEETING

December 13, 2018

7:00 p.m.

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVE AGENDA
- IV. APPROVAL OF MINUTES
  - a. Approval of the minutes from the November 1, 2018 Town Council Meeting
- V. SCHEDULED APPOINTMENTS
- VI. PUBLIC SAFETY REPORT
- VII. REPORTS
  - a. Treasurer
  - b. Public Works
  - c. Town Engineer
  - d. Code Enforcement/Zoning Report
  - e. Marketing
  - f. Development Specialist
- VIII. PUBLIC COMMENT – 3 minutes per person
- IX. BUSINESS ITEMS
  - 1) Election of Vice-President of the Council
  - 2) Discussion regarding the repair needed to the roof of the Twin Beaches Community Health Center
- X. ORDINANCES AND RESOLUTIONS
- XI. COUNCIL REPORTS

All agendas are subject to change up and until the time of the meeting.



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## XII. MAYOR REPORT

### UPCOMING MEETINGS AND EVENTS:

All meeting agendas are subject to change up and until the time of the meeting.

- 1) Sunday, December 16, 2018 – Holiday Highlight Judging – 6:00 p.m.
- 2) Monday, December 24, 2018 – Town Government Closed
- 3) Tuesday, December 25, 2018 – Town Government Closed
- 4) Thursday, December 27, 2018 – Planning Commission Meeting – 7:00 p.m.
- 5) Monday, December 31, 2018 – Town Government Closes at 12:00 p.m.
- 6) Tuesday, January 1, 2019 – Town Government Closed
- 7) Tuesday, January 1, 2019 – Polar Bear Plunge – 1:00 p.m.
- 8) Monday, January 7, 2019– Special Events Committee Meeting – 7:00 p.m.
- 9) Thursday, January 10, 2019 – Town Council Meeting – 7:00 p.m.



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Minutes from the November 1, 2018  
Town Council Meeting  
7:00 pm

X _____ Mayor Frazer	X _____ Joanne Hunt	X _____ Rick Crump
X _____ Mr. Benton	X _____ Stacy Milor	_____ Richard Ball
X _____ Ms. Hagen	X _____ Donnie Bowen	X _____ Dawn Richardson
X _____ Mr. M. Hummel	X _____ Paul Woodburn	X _____ Sgt. Thomas Phelps
X _____ Mr. R. Hummel	X _____ Paul Tronccone	X _____ Veronica Owens
X _____ Ms. Schiada	_____ Elissa Levan	

Meeting was opened by Mayor Frazer at 7:00 p.m.

**APPROVAL OF AGENDA AND MINUTES**

**MOTION** made by Randy Hummel to approve the agenda as submitted. Seconded by Mickey Hummel. All in favor. **Motion carries.**

**MOTION** made by Mickey Hummel to approve the minutes from the October 4, 2018 Town Council Meeting. Seconded by Mike Benton. All in favor. **Motion carries.**

**SHERIFF'S DEPARTMENT REPORT**

There was no Sheriff's Department Report this month.

**TREASURER'S REPORT**

Beginning Balance: 8/1/2018 - \$484,365.85; Total Debits \$329,188.74; Total Credits; \$286,985.12;; Ending Balance – 8/31/2018 - \$526,569.47. Joanne Hunt thanked Mayor Frazer for his time in office and his leadership.

**REPORTS**

Staff Reports: The following reports are attached: Public Works Department, Town Engineer, Code Enforcement, Marketing and Development Specialist. Staff members gave their well wishes to Mayor Frazer into retirement.

**MAYOR AND COUNCIL REPORTS:**

This evening is Mayor Frazer's last Council meeting with this administration. The Council members thanked Mayor Frazer for his service and leadership throughout his years and wished him well into retirement. Stacy Milor presented Mayor Frazer with a small token of appreciation from the Council and Staff for his time in office.



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Mayor Frazer gave his closing remarks thanking the Council for their support during his tenure in office. He gave encourage to the next Mayor advising them, they are only as good as their staff. The Town of North Beach has an amazing staff. He thanked everyone.

Meeting was closed at 7:43 pm on a MOTION made by Randy Hummel. Seconded by Paul Tronccone. All in favor.

Refreshments were enjoyed by all.

Submitted:

Mark R. Frazer, Mayor

Stacy L. Wilkerson, Town Clerk

Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: November 8, 2018  
To: Stacy Wilkerson  
From: Sergeant Thomas S. Phelps  
Re: Sheriff's Office Report-North Beach

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In October of 2018, the Sheriff's Office handled 165 calls for service in North Beach. This is up from the 156 calls in September 2018.

(In October of 2017, the Sheriff's Office handled 149 calls for service in North Beach.)

Call Breakdown for October 2018:

78 calls were self-initiated (patrol checks, follow-up investigations, etc)

87 calls were received by other means (citizens, alarm companies, etc)

Of the 165 calls, we handled:

- 1 CDS Violation (Poss. of Amphetamine) (Closed by Arrest)
- 1 Thefts
  - Gas Drive Off from Fastop (Under Investigation)
- 1 Destruction of Property
  - Damaged Vehicle Tires – Erie Ave. (Closed by Arrest)
- 1 Non-Fatal Heroin Overdoses
- 1 Fatal Heroin Overdose

**October 2018 Calls for Service North Beach**

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	8	51	Fireworks Complaint	0	1	Relay	0	1
Abandoned Vehicle	0	13	Follow Up	6	46	Robbery	0	0
Accident	4	28	Found Property	0	8	Search Warrant	0	2
Alarm	4	38	Fraud	0	3	Sexual Assault	0	1
Animal Complaint	0	7	Harassment	1	4	Sex Offender Registry	0	1
Assault	2	12	Illegal Dumping	0	0	Special Assignment	2	28
Assist Motorist	2	23	Industrial Accident	0	0	Stalking	0	0
Assist Other Dept	0	10	Indecent Exposure	0	2	Stolen Vehicle	0	3
Assist Sick/Injured	3	37	Intoxicated Person	0	5	Summons Service	2	8
Attempt to Locate	5	58	Kidnapping/Abduction	0	0	Suspicious Person	5	33
BioChem/ Susp Package	0	1	Loitering	1	3	Suspicious Vehicle	4	33
Burglary	0	5	Lost Property	0	0	Tampering with MV	0	1
CDS Violation	1	10	Loud Party/ Music	1	12	Telephone Misuse	1	1
Check Welfare	10	49	Mental Subject	0	2	Theft	2	29
Conservor of Peace	2	4	Missing Person	1	7	Traffic Complaint	3	20
Destruction of Property	3	10	Neighborhood Dispute	0	1	Traffic Control	0	0
Death Investigation	0	2	Notification	0	0	Traffic Enforcement	1	9
Disorderly	4	44	Parking Complaint	1	27	Trespassing	1	18
Domestic	3	34	Patrol Check	72	557	Unauthorized Use MV	0	1
Escort	1	7	Person with Weapon	0	1	Unknown Problem	0	3
Eviction	0	1	Police Information	5	34	Violation Protective Order	0	3
Fight	0	6	Protective/Peace Order	1	7	Warrant Service	2	11
Firearms Complaint	0	2	Prowler	1	1			
<b>Total Calls</b>							<b>165</b>	<b>1379</b>

	Month	Year		Month	Year		Month	Year
DUI Arrest	0	5	CDS Arrest	1	7	Other Arrest	1	32
Civil Marijuana Citations	0	10	Non Fatal Overdose	1	9	Fatal Overdose	1	1

\*\*\*\* Notes \*\*\*\*

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Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: December 6, 2018  
To: Stacy Wilkerson  
From: Sergeant Thomas S. Phelps  
Re: Sheriff's Office Report-North Beach

In November of 2018, the Sheriff's Office handled 146 calls for service in North Beach. This is down from the 165 calls in October 2018.

(In November of 2017, the Sheriff's Office handled 105 calls for service in North Beach.)

Call Breakdown for November 2018:

69 calls were self-initiated (patrol checks, follow-up investigations, etc)

77 calls were received by other means (citizens, alarm companies, etc)

Of the 146 calls, we handled:

- 4 CDS Violation (1 Poss Oxy; 1 Distribution of Heroin; 1 Poss of Heroin; 1 Poss PCP ) (Closed by Arrest)
- 2 Thefts
  - Trash Can – 2<sup>nd</sup> St (Under Investigation)
  - Christmas Tree/ Garland – Chesapeake Bounty (Under Investigation)
- 1 Death Investigation (Fire of Erie)
- 2 Non-Fatal Heroin Overdoses
- 1 Trespassing Arrest
- 2 DUI Arrests
- 3 Civil Marijuana Citations

### November 2018 Calls for Service North Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	1	52	Fireworks Complaint	0	1	Relay	0	1
Abandoned Vehicle	1	14	Follow Up	2	48	Robbery	0	0
Accident	5	33	Found Property	0	8	Search Warrant	0	2
Alarm	1	39	Fraud	0	3	Sexual Assault	0	1
Animal Complaint	1	8	Harassment	0	4	Sex Offender Registry	0	1
Assault	1	13	Illegal Dumping	0	0	Special Assignment	6	34
Assist Motorist	3	26	Industrial Accident	0	0	Stalking	0	0
Assist Other Dept	1	11	Indecent Exposure	0	2	Stolen Vehicle	0	3
Assist Sick/Injured	4	41	Intoxicated Person	1	6	Summons Service	3	11
Attempt to Locate	10	68	Kidnapping/Abduction	0	0	Suspicious Person	5	38
BioChem/ Susp Package	0	1	Loitering	0	3	Suspicious Vehicle	3	36
Burglary	1	6	Lost Property	0	0	Tampering with MV	0	1
CDS Violation	3	13	Loud Party/ Music	0	12	Telephone Misuse	0	1
Check Welfare	5	54	Mental Subject	0	2	Theft	4	33
Conservor of Peace	0	4	Missing Person	0	7	Traffic Complaint	2	22
Destruction of Property	0	10	Neighborhood Dispute	0	1	Traffic Control	0	0
Death Investigation	1	3	Notification	0	0	Traffic Enforcement	0	9
Disorderly	1	45	Parking Complaint	1	28	Trespassing	1	19
Domestic	1	35	Patrol Check	67	624	Unauthorized Use MV	0	1
Escort	0	7	Person with Weapon	0	1	Unknown Problem	0	3
Eviction	0	1	Police Information	6	40	Violation Protective Order	0	3
Fight	1	7	Protective/Peace Order	1	8	Warrant Service	1	12
Firearms Complaint	2	4	Prowler	0	1			
<b>Total Calls</b>							<b>146</b>	<b>1525</b>

	Month	Year		Month	Year		Month	Year
DUI Arrest	2	7	CDS Arrest	4	11	Other Arrest	1	33
Civil Marijuana Citations	3	13	Non Fatal Overdose	2	11	Fatal Overdose	0	1

\*\*\*\* Notes \*\*\*\*



Memo



# CALVERT COUNTY SHERIFF'S OFFICE

## TWIN BEACHES PATROL

Date: November 2018  
To: Stacy Wilkerson  
From: Detective R. Cress  
Re: Sheriff's Office Report-North Beach (Criminal Investigation)

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In November 2018, I assisted patrol in answering 29 calls for service, and 6 traffic stops.

I assisted with a narcotic case which resulted in two arrests for distribution of heroin within the town limits.

I am currently assisting with a narcotic investigation which is outside the town limits. The case involves suspects who sell heroin and other illegal drugs to individuals who live within the town limits.

I completed 68 community service hours, which included speaking with business members and members of the community about problems that are occurring in the neighborhood.

I was on vacation for 2 weeks in November

**TOWN OF NORTH BEACH  
TREASURER'S REPORT**

Reporting Period 09/01/2018- 09/30/2018

**PNC Bank:**

Beginning Balance 09/01/2018	\$ 526,569.47	
Total Debits (+)	\$ 480,577.05	
Total Credits (-)	\$ 280,051.55	
 Ending Balance 09/30/2018	 \$ 727,094.97	 Last Year: \$ 358,540.42
 Investments (MLGIP/General Fund)	 \$2,427,240.70	 Last Year: \$ 2,887,944.54
(MLGIP/Sewer Capital)	\$ 34,838.14	Last Year: \$ 34,325.01
(MLGIP/Water Capital)	\$ 7,610.67	Last Year: \$ 7,498.58
Total Cash	\$3,196,784.48	Last Year: \$ 3,288,358.55
 State Business Licenses	 \$15.73	 -0-
Hotel Tax	\$1,971.00	2,311.70

**CASH RECEIPTS OVER \$7,500.00**

\$250,000.00- Transfer from MLGIP to Gen  
 \$113,704.17- Calvert County/August Taxes, Blanket PO  
 \$ 76,423.18- Highway User Revenue

**CASH DISBURSEMENTS OVER \$7,500.00**

\$ 48,037.18- Payroll W/E 9/8/2018  
 \$ 36,675.44- Payroll W/E 9/22/2018  
 \$ 90,330.73- Suntrust Bank / CDA Bond and Town Hall Bond  
 \$ 9,308.74- BGE thru 9/30/18  
 \$ 22,981.77- Southern Maryland Recycling/Trash  
 \$ 8,798.62- Dept. of Budget & Mgmt./Health Benefits

To: Mayor Benton and Town Council Member

From: Don Bowen DPW

Date: 12-7-2018

Subject: Monthly Report

The following is a list of items the Public Works Department has been working on in addition to routine task.

- 1) The two year washout on the water tower was completed, as per our maintenance contract with our vendor. The water tower was completely drained and the inside was pressure washed to remove any iron or sediment. Interior coating was inspected for any problems and photos were taken. Minor buildup of sediment was removed. No other problems were observed. Tank was chlorinated, filled and put back in service. Written report from contractor will follow.
- 2) Attended three meetings with state highway this report period on the 261 project. The first meeting was focused on all related utilities involved in the project. BG & E provided a budget of 1.7 million dollars for underground electric lines, compared 170,000 for replacing poles and overhead electric service. BG & E estimate didn't include Verizon. The town hosted a meeting, at state highways request with all emergency response parties invited that would be affected. Calvert and Anne Arundel Sheriff's Department, along with Fire and Rescue attended the meeting. The detour and leaving one lane open options were discussed in detail. Response times were provided for both cases. The option of having a temporary station in Friendship established for construction period was also discussed. Waiting on information from Anne Arundel County before any decisions are made. Attended third meeting at State Highway office in Annapolis to discuss progress and schedule. Semi final plans were made available for review and comments. A copy is located in Town Hall.

- 3) Have been working with Mayor and staff on a storm water management standard operating procedure. Have completed a draft copy and look forward to completing very soon. Along with this have come up with a 5 year plan for cleaning major components of the storm water system. Have met with contractors and they are working on a quote now for budget estimate.
- 4) Investigated leaking roof on the Health Center Building, found areas that need attention soon before problem gets worse. Met with three contractors to get estimates for replacement. This item will be discussed in detail in business part of meeting.
- 5) Met with Town attorney and did a walkthrough of crosswalk borders. Have met with a contractor and waiting on cost for replacing white borders correctly.
- 6) Have met with two companies and received budget quotes for meter replacement project for entire town will update council next month on options available.
- 7) DPW crew has been working on leave removal a good portion of this report period. Had to sewer clogs, crew responded found blockage at property line. Dug up and cleared problem, installed new cleanouts.
- 8) DPW crew addressed a few issues at Callis park.
- 9) DPW worked with contractor and repaired sidewalk adjacent to Municipal lot that led to 7<sup>th</sup> street business area. Sidewalk had settled and when removing pavers found an abandon septic tank top had collapsed. Fill area and reinstalled sidewalk.

Any questions or concerns please feel free to contact me.

Thanks Don Bowen DPW

**MEMORANDUM**

**TO** : Mayor and Town Council  
**FROM** : Paul B. Woodburn, P.E.  
Town Engineer  
**DATE** : December 6, 2018  
**RE** : Monthly Report

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

Maryland SHA Rte. 261 SHA Upgrade Project (9<sup>th</sup> Street to Anne Arundel County)

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 in November to discuss design progress. The proposed detour Route is finalized and will require closure of 261 during construction. A resolution by the town has been forwarded to the Maryland Department of Transportation secretary Peter Rahn to show Town support for the project and request existing pole utilities be placed underground. We have requested a cost proposal from SHA to perform this work. The Town will be seeking funding to assist with some or all of the cost to relocate the utility if needed. Design Drawings at 65% level have been received by the Town. We will provide input back to SHA as needed.

Maryland SHA Rte. 261 Boardwalk (9<sup>th</sup> Street to Anne Arundel County)

Preliminary design is complete and TAP (Transportation Alternatives Program) grant Monies will be sought for 2019. The Town will be preparing a new state grant package request soon for the next fiscal year cycle. An official Town resolution has been sent to SHA to have them include provisions for the boardwalk and underground utilities as part of their 261 upgrade project. (On-going).

Stormwater Flood Pump Upgrade and 9<sup>th</sup> & Atlantic upgrades:

The existing stormwater pump station is not designed to adequately handle frequent localized flooding. The Town continues to seek funding opportunities and is currently working on a request to obtain a State infrastructure bond bill to cover this proposed work. Capital funding for 2019 is also being prepared for the Maryland water quality financing administration.

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### Flood Mitigation Plan:

Calvert County Department of planning and Zoning issued a flood mitigation plan for the town of North Beach. The plan is a guide that outlines flood issues and sea rise issues in the Town along with potential mitigation consideration for current conditions and into the year 2100. Nine (9) recommendations came out of the study, many of which are or have already been implemented and others are being implemented. Further review and discussion of the document by the town is requested, upon which it may be brought to the Mayor & Council for adoption. (On-going).

### Public Works Yard – Well Building

We prepared a preliminary engineering construction budget to upgrade and raise the existing 30+ year old well house building. Design is underway. We are met with BGE to discuss relocation of the existing electric service and meter out of the well building and into the shop & plan to include this with final construction. (On-Going).

### Storm Drain System Maintenance:

We are working with Donnie and public works to develop a 5 year storm drainage maintenance and improvement plan. (On-going)

### Sewer Meter/ Calvert County Connections:

Calvert County sewage effluent mixes with the town effluent before being pumped together to the Waste Water Reclamation Facility in Chesapeake Beach. We have provided the county with our updated EDU analysis. Donnie requested the County perform a sewer system smoke test. A follow up letter will be forwarded to the County encouraging them to do a smoke test on their system to ensure there are limited infiltration points within their system and provide the Town with a copy of the test results. (No new update).

### Library Site:

We have prepared an updated Library Site Concept Plan which will be provided to the County. We also met with the baywalk HOA to discuss the project in concept which could include a request to provide some parking at their property. The Library board and County review of the plan is anticipated later this fall. (No new update).

### North Town Water Service Franchise Area:

We have planned a new franchise designation plan to accompany a request to Calvert County to revise the water service limits. (No new update).



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North Beach, Maryland

**Code Enforcement  
&  
Rental Registration**

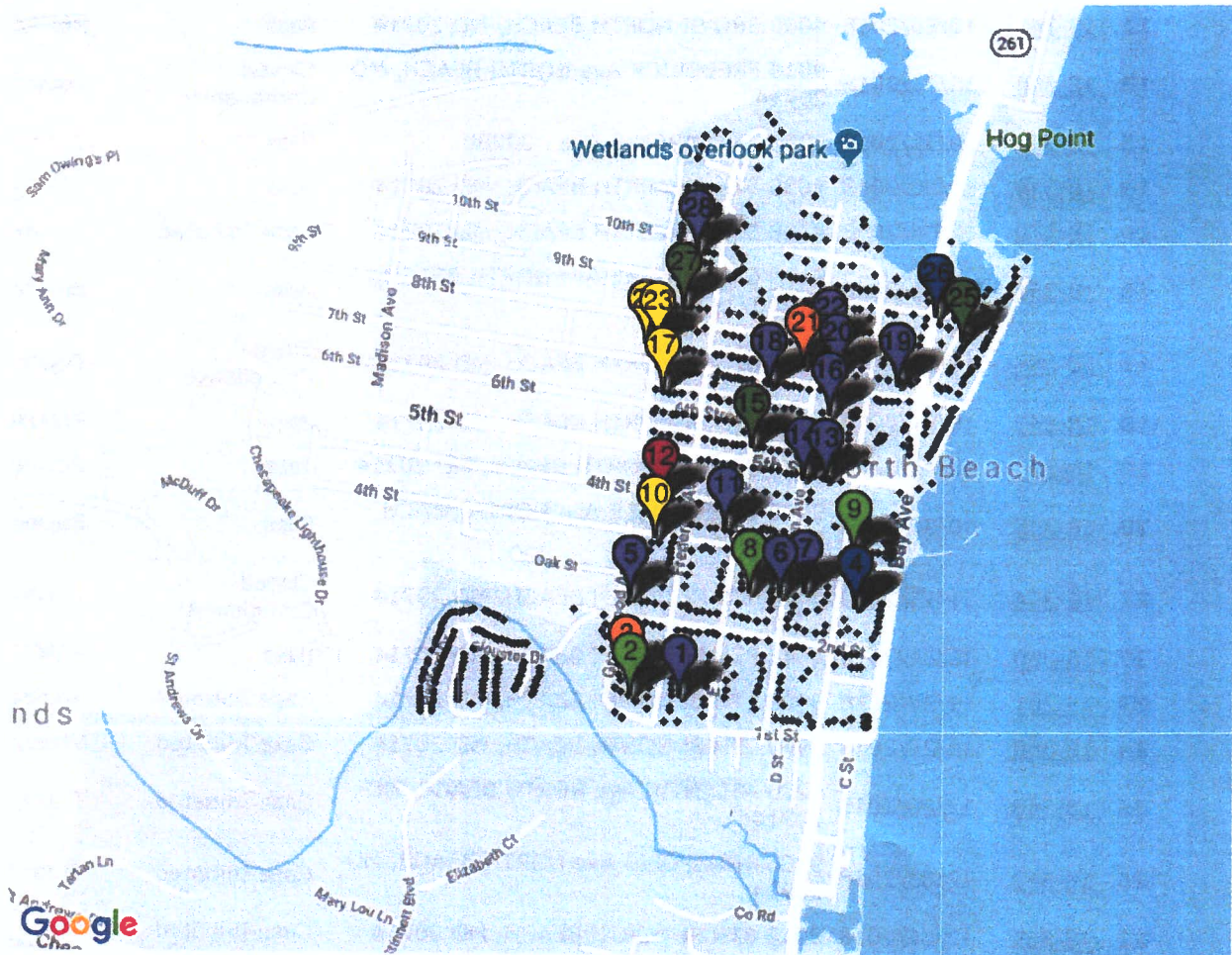


Tasks Action Center Code Enforcement Rental Registration Reports Setup **GIS MAPS**



**CE GIS Maps** RR GIS Maps

SHOW CURRENT LOCATION



Change map layers >>

	<u>Case Number</u>	<u>Date</u>	<u>Location</u>	<u>Status</u>	<u>Violations</u>
1.	<u>18-338</u>	10/29/2018	8810 ERIE Ave NORTH BEACH, MD 20714	Pass	RENTAL INSP
2.	<u>18-365</u>	12/04/2018	8812 FREDERICK Ave NORTH BEACH, MD 20714	Case Initiated	Abandoned or property
3.	<u>18-356</u>	11/19/2018	8818 FREDERICK Ave NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbisl
4.	<u>18-337</u>	10/24/2018	8914 BAY Ave NORTH BEACH, MD 20714	Case Initiated	Dangerous tre
4.	<u>18-371</u>	12/06/2018	8914 BAY Ave NORTH BEACH, MD 20714	Closed - Unfounded	Tree Removal
5.	<u>18-339</u>	10/29/2018	3912 2ND St NORTH BEACH, MD 20714	Pass	RENTAL INSP
6.	<u>18-347</u>	10/30/2018	8917 DAYTON Ave NORTH BEACH, MD 20714	Pass	RENTAL INSP
7.	<u>18-346</u>	10/30/2018	8920 CHESAPEAKE Ave NORTH BEACH, MD 20714	Pass	Business insp
8.	<u>18-364</u>	12/03/2018	8916 DAYTON Ave NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/
9.	<u>18-367</u>	12/05/2018	4114 3RD St NORTH BEACH, MD 20714	Closed - Compliance	Fence
10.	<u>18-359</u>	11/26/2018	8936 FREDERICK Ave NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbisl
11.	<u>18-343</u>	10/30/2018	4000 3RD St NORTH BEACH, MD 20714	Pass	RENTAL INSP
12.	<u>18-348</u>	10/31/2018	9014 FREDERICK Ave NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbisl
13.	<u>18-352</u>	10/31/2018	9032 CHESAPEAKE Ave , 00000	Pass	Business insp
14.	<u>18-344</u>	10/30/2018	4035 5TH St NORTH BEACH, MD 20714	Pass	RENTAL INSP
15.	<u>18-370</u>	12/06/2018	4008 5TH St NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbisl
16.	<u>18-351</u>	10/31/2018	9120 CHESAPEAKE Ave NORTH BEACH, MD 20714	Pass	Business insp
17.	<u>18-358</u>	11/26/2018	3916 6TH St NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbisl
18.	<u>18-349</u>	10/31/2018	4013 7TH St NORTH BEACH, MD 20714	Pass	RENTAL INSP
19.	<u>18-353</u>	10/31/2018	9200 BAY Ave NORTH BEACH, MD 20714	Pass	Business insp
20.	<u>18-345</u>	10/30/2018	9200 CHESAPEAKE Ave NORTH BEACH, MD 20714	Pass	Business insp
21.	<u>18-354</u>	11/13/2018	4028 7TH St NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbisl
22.	<u>18-350</u>	10/31/2018	4041 8TH St NORTH BEACH, MD 20714	Pass	RENTAL INSP
23.	<u>18-361</u>	11/27/2018	3908 7TH St NORTH BEACH, MD 20714	Case Initiated	Weeds/grass/
24.	<u>18-360</u>	11/27/2018	3900 7TH St NORTH BEACH, MD 20714	Case Initiated	Weeds/grass/
25.	<u>18-368</u>	12/06/2018	9226 ATLANTIC Ave NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbisl
26.	<u>18-363</u>	12/03/2018	9236 ANNAPOLIS Ave NORTH BEACH, MD 20714	Case Initiated	Protective tre
27.	<u>18-369</u>	12/06/2018	3916 8TH St NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbisl



28. 18-342 10/30/2018 9400 SEA BREEZE Ct NORTH BEACH, MD 20714 Fail RENTAL INSP

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**PLANNING AND ZONING**  
**Residential**

9939 Dayton Avenue Renovation and addition on single family home  
 4023 5th Street New Construction  
 9310 Atlantic Avenue Board of Appeals for setback regs. New construction  
 4037 5th Street New construction  
 8913 Dayton Avenue Renovation and addition on single family home  
 3911 5th Street New construction  
 3930 7th Street Demo/New construction/ Board of Appeals for setbacks and replat  
 8929 Erie Avenue Demo/Replat into 3 lots/ Board of Appeals for setbacks  
 New construction of 3 single family homes.

**PLANNING AND ZONING**  
**Commercial**

8834 Chesapeake Avenue New Fastop approved. Waiting on county permits and start date  
 9032 Chesapeake Avenue Tritons Garage/ permits from town approved will open soon  
 9206 Chesapeake Avenue West Lawn Inn/ finalizing the U&O to open.

# MEMO

To: Mayor and Town Council  
 From: Dawn Richardson  
 Date: December 7, 2018  
 RE: Monthly Report

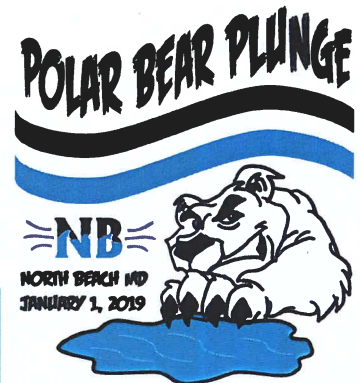


Below you will find the tasks I have performed and any insights that pertain to marketing and public relations for the Town of North Beach during the month of November and beginning of December 2018.

- Prepared for and attended the Swearing in Ceremony for Mayor and Council.
- New Mayor transition tasks!
- Prepared the presentation and handouts and attended the Board of Library Trustees meeting.
- Helped with the retirement celebration for Mayor Frazer.
- Prepared for, attended and photographed Light Up the Town and the Holiday Parade. Shared photos on social media.



- Designed the 2019 Polar Bear Plunge logo and created the promotional material. Updated forms and flyers for the event. Contacted all previous plunge sponsors and town businesses about sponsoring the 2019 plunge. We currently have 25 sponsors and expect more to come in prior to the December 18th deadline. Relay for Life is the recipient of the net proceeds.



- Created the graphic for the December selfie contest. Shared on social media. Purchased gift cards from town businesses for prizes.

- Updated the website with new Mayor and Town Council photos and bios.
- Daily tasks: website (updated calendar entries, sent out News email blasts); sent out text notifications; Facebook (created posts to promote events and pertinent town information, shared posts from town businesses on North Beach Maryland page); sent out text notifications.

- The Shirt Shack was closed in November. Sales for December 1, 2018: **\$95.90**; Number of Items Sold December 1, 2018: **14**

**DECEMBER Selfie Contest**

**SNAP**  
Snap a selfie next to one of the town's holiday decorations or in one of the town businesses.

**SHARE**  
Share your selfie on social media with these hashtags: #northbeachmd and #northbeachselfie.

**WIN**  
With each share, you have a chance to win North Beach swag and a gift card to a town business.

#NORTHBEACHMD #NORTHBEACHSELFIE



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# North Beach Funding Report

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**December 2018**

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**Town of North Beach**  
**by: Veronica Owens**  
**Development Specialist**



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# Funding 2018

**2017 Grant Funding Total: \$280,000.00**

**2018 Grant Funding to-date: \$154,534.00**

## **Underway:**

- Identify Priorities for 2019
- Sustainable Communities Plan – Planning for the next five years
- Sewer Pump Station at Greenwood Application

## **Pending:**

Healthy Living Phase II Program \$200,000.00

## **2018 AWARDED:**

MEA Healthy Living Grant Program \$25,000.00

Callis Park - Phase 2 \$79,534.00

Lighting the Bay \$50,000.00

**Total Awarded in 2018: \$154,534.00**

# Twin Beach Health Center

December 13, 2018 Town Council Meeting

Repair:

**Emergency Roof Replacement (Plywood and Shingles)**

Existing Condition:

Roof was installed 2001 with a 15 year shingle. There have been two repairs for leaks. However, after inspection of roof system and the methods used a full replacement of the roof is recommended.

Issue:

The TBHC roof system is tied in with the roof system for Mr. Russo's building that currently houses NOVA Care Rehabilitation. Best approach would be to request reimbursement from Mr. Russo.  
Entire roof area 8,200 sq feet

Construction Completed:

3/1/2001

Vendor Proposals

**HF General Contractors**

**Destreators Inc**

**K&R Roof Masters, Inc.**

Quote:

\$33,000.00

\$32,800.00

\$36,472.00

- Remove Existing Shingles
- Replace Plywood
- Water-resistant underlayment
- Install Ice Dam Protection
- New Self Sealing Vents
- Architectural Shingle Life-Time Warranty

Remove 1 Layer of existing shingle  
Replace Plywood at \$65.00 per sheet if needed.  
Included  
Included  
All included  
Included

Remove existing roof  
Remove Plywood at \$75.00 per sheet if needed.  
Included  
Included ? Self Sealing  
Included

Remove existing roof  
Remove Plywood at \$75.00 per sheet if needed.  
Included  
Included  
Standard  
Included

Result

**New roof with life time warranty to protect building and contents.**

Customer Name: Donnie Bowen  
Street Address: PO Box 99 north Beach  
City: North Beach, MD 20714  
Mobil: 443.624.2161  
E-mail: [d Bowen@northbeachmd.org](mailto:d Bowen@northbeachmd.org)

Date: 11-26-2018



9311 Adelphi Rd  
Hyattsville, MD 20783  
Office: (800) 270-2016  
Direct: (301) 674-4460

## PROPOSAL/CONTRACT

1. Install perimeter protection, as needed to protect property and landscaping  
[  ] SHINGLE ROOF [  ] FLAT ROOF [  ] SLATE [  ] CEDAR SHAKE [  ] SIDING [  ] GUTTERS
2. Remove existing 1 layer of existing shingle roofing and underlayment down to the roof deck.
3. Haul away all roofing debris from premises.
4. Inspect the entire roof deck for rotted or damaged wood.
5. Price of replacement rotted or damaged wood is outlined below.  
[  ] plywood 4x8 sheet CDX/OSB @ \$ 65 per sheet if needed  
[  ] 1x6 sheathing \$6 @ per linear ft. [  ] 1x8 sheathing \$7 per linear ft.  
If any additional work is necessary to rotted or damaged Framing or finish lumber, HF Contractor Inc. will notify the customer prior to proceeding with any additional work. Framing, plywood, roof boards, fascia board or Finish wood is to be added to original contract Price.
6. Included in this price will be 4 sheets of plywood.
7. To assure high quality installation, we will inspect the roof deck for any loose nails, re-nail all decking to allow us to securely install shingles in the smoothest surface possible.
8. This Upgraded Underlayment will be INCLUDED in the price below. Install new Synthetic Underlayment over entire roof area: **Diamond Deck** is a synthetic, scrim-reinforced, water-resistant underlayment will provide a critical extra layer of protection between your roofing shingles and your roof deck — to help prevent wind-driven rain (or water from other sources) from infiltrating under your shingles and causing damage to your roof structure or to the inside of your home.  
Customer Initials [ / ] \$ INCLUDED
9. Install Ice Dam protection in the following areas: [  ] eave edges [  ] valleys [  ] Plumbing pipes  
[  ] skylight [  ] chimney: Provides exceptional protection against leaks caused by roof settling and extreme weather. Ideal upgrade at all vulnerable areas. (Code Upgrade: 1507.2.8.2) Ice & Water Shield Barrier
10. Aluminum drip edge is to be installed at gutter line on entire building. [  ] YES (Code Upgrade: 1507.2.9.3) Drip Edge
11. Install ALL new self-sealing vent collars around all plumbing vent pipes.
12. Install (Brand) **CertainTeed** fiberglass roofing shingles as per manufacturer's specifications over newly installed felt paper. COLOR: **Weathered Wood** TYPE: Architectural shingle Life-Time warranty: All materials and labor are covered by individual Manufacturer up to 40 Year Prorated warranty, protecting the investment made in your home. Extensive Product Variety: Chose the absolute best shingles for your home, selecting from GAF Timberline, CertainTeed Landmarks, Owens Corning or Tamko Heritage. This limited warranty may be transferred only once.
13. Install new step flashing and counter flashing around all chimney and transitions, and seal with roofing cement.  
COLOR Black [  ] Brown [  ] Mill finish [  ]
14. Remove existing aluminum or shingle over Ridge vents [  ] YES [  ] NO [  ] N/A
15. Install new 70 FT. of shingle over ridge vents [  ] YES [  ] NO  
Effective attic ventilation is critical for a long-lasting roof! A properly balanced attic ventilation system will help to: Remove excess heat and moisture to protect your roof from premature deterioration Ridge Vent will also Prevent roof rot, limit the growth of harmful mold and guard against ice damming
16. Run magnetic wheel over grounds to collect nails.
17. Final clean up clean gutters, blow off duct and any roofing debris from premises.

Note: Gutters and downspouts will NOT be removed or replaced.

HF General Contractor Inc. hereby warrants all workmanship provided to be free from defects; this includes leakage and material blow-off for a period of 10 years from the date of installation. This warranty does not affect validity of manufacturer's material warranties. This warranty gives you specific rights and you may also have other legal rights which vary from state to state. Services provide after the initial 10 year's period will be charged at current rate plus materials. For all warranty information and details see the appropriate manufacturer's warranty. The warranty will be presented to the buyers-owners when the job has been satisfactory and paid in full, as stated on the schedule of payments on this contract. Warranty will be null and void until customer meets complete schedule of payments. HF General Contractor Inc. will not be responsible for damage to items in the attic or damages to walls or ceilings (Nail pops, Vibrations) caused by roofing, siding, window or gutter installation.

Upon starting your roofing project, we may have to remove satellite dish, cable wires, phone wiring etc. Possibly interrupting services such as; cable TV or Telephone. When job is completed we will put everything as it was prior to our arrival. Note: HF General Contractor Inc. is NOT responsible for any repairs, replacements or any issues you are to have with any of those services listed above. Please call your designated companies for proper repairs. Initials \_\_\_\_\_

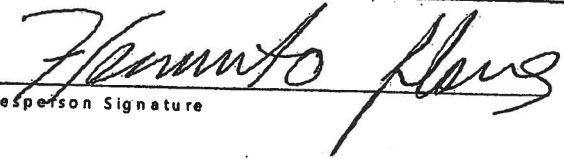
#### Buyers Right to Cancel

"You, the buyer, may cancel this transaction at any time without any penalty or obligation prior to midnight of the 3rd business day after the date of this transaction by mailing a notice stating that you do not want the goods or services it must be mailed to HF General Contractor Inc. 9311 Adelphi Rd. Hyattsville, MD 20783. If you cancel the contract, HF General Contractor Inc. must return your deposit within 10 business days following receipt of the cancellation notice, and any security interest arising out of the transaction will be cancelled.

Total Contract Amount: \$ 33,000 Deposits: 1/3 down \$ \_\_\_\_\_ Balance Due at Completion: \$ \_\_\_\_\_ the above offer including the prices, specifications and conditions are hereby accepted. You are authorized to supply and perform the Work as specified in your Proposal and we will abide by all terms of this Contract. Upon signing this contract, the home owner represents and warrants that he or she is the owner or authorized agent of the aforesaid premises and that he or she has read this agreement.

HOME OWNERS NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
CO-OWNERS NAME: \_\_\_\_\_ DATE: \_\_\_\_\_  
SALESPERSONS NAME: Heriberto Flores DATE: 11-26-18

X \_\_\_\_\_  
Home Owners Signature

X   
Salesperson Signature

X \_\_\_\_\_  
Co-Owners Signature

**DecKreators Inc**  
a boettinger carpentry co  
3570 Christiana Court  
Chesapeake Beach, MD 20732  
MHIC 23678 DUNS 003247876  
c.301.412.0228 o.443.964.8909

**Proposal  
&  
Scope Of Work**

Town of North Beach  
8924 Chesapeake Ave.  
N. Beach, MD 20714

Nov. 28, 2018

Attn: Donny Bowen

Re: Twin Beach Medical Center

- Prepare areas around building with tarps and other protective measures to protect existing structure and landscaping.
- Remove existing roof covering to the deck surface, haul away including dump fees.
- Replace any damaged ½" CDX plywood decking found. (\$75.00 extra per sheet replaced)
- Replace all pipe jacks, roof vents and ridge vents.
- Supply and install Lifetime Certainteed Architectural Shingles
- Supply and install synthetic felt, drip edge, Ice & Water Shield (at eaves & valleys) and starter shingles
- Sweep areas with magnet and broom clean hard areas

**Total Materials and labor. \$32,800.00**

Thank You,  
Bob Boettinger

  
DecKreators Inc



# REPLACEMENT AGREEMENT



**K&R RoofMasters, Inc**  
Sharing the truth about your roof

Date: 11/27/2018

Agreement Submitted To:

Name: Donnie Bowen

Street: P.O. Box 99

City: North Beach

State: MD Zip Code: 20714

Phone: \_\_\_\_\_

Mobile: 443-624-2161

Email: dbowen@northbeachmd.org

151 Schooner Ln Suite 33 | Prince Frederick, MD 20678  
Phone: 410-535-1572  
Fax: 410-535-5873  
[www.krroofmasters.com](http://www.krroofmasters.com)  
MHIC License #124708

*We propose to do the work as stated below. All work is guaranteed to be to your satisfaction. Our installers are fully covered by worker's compensation.*

- Install perimeter protection as needed to safeguard property and landscaping
- Remove all existing roof material and accessories from deck
- Prepare and re-nail all loose decking to provide a smooth substrate
- Replace any bad wooden decking at an additional cost of \$75.00 per sheet of 1/2" plywood and \$8.75 per linear foot for 1 x 6 planking
- Install new decking underlayment  30 lb.  Breathable Synthetic  Other:
- Install new starter shingles at all eaves and rakes
- Install new  Asphalt shingles  Slate  Shake  Standing Seam  Other:  
Manufacturer: Cebranter Style: Landmark Color: Weatherwood
- Install new  Low Slope  Other Manufacturer: \_\_\_\_\_ Color: \_\_\_\_\_
- Install new ice and water shield at  Eaves  Valleys  Rakes  Chimney(s)  Skylight(s)
- Install new drip edge at all eaves and rakes Style: C 4 1/2 Color: White
- Install new step / counter / apron flashing at vertical walls  Standard  Heavy Duty
- Install new  Ridge vent  Ventilation fan (s)  Other: \_\_\_\_\_ Type: \_\_\_\_\_
- Install new pipe flashings  Standard  Lifetime
- Install new ridge caps  Single-ply  Heavy-duty
- Install new \_\_\_\_\_ gutters and downspouts. Color: \_\_\_\_\_
- Replace existing skylight (s) with new Manufacturer \_\_\_\_\_ Type: \_\_\_\_\_ Quantity: \_\_\_\_\_  
 Fixed  Venting  Solar  Other
- Remove and replace existing capping with new  Smooth  PVC Color: \_\_\_\_\_
- Remove and reinstall existing siding as required to install flashings or roofing material
- Remove debris from gutters, yard, walkways, driveways, decks, or landscaping
- Haul all job-related debris off site to a registered landfill or recycler
- Master Shield Subscription  One Year  Two Years

Other options:  
Install new complete Delux shield roof system.



Deposit 1/3, 1/3 on Arrival, Balance due on Substantial Completion  
Agreement Amount: \$ 36,472  
Down Payment: \$ 12,157



**"Notice of Cancellation"**

You may cancel this transaction, without any penalty or obligation within 5-7 business days from below date. See attached for details.

Customer: \_\_\_\_\_

Date: 11/27/2018

- Up to 5/12
- 5/12 to 8/12
- Over 8/12

- One Floor
- Two Floors
- Over Two Floors

Roofing Specialist: R. Wood

Date: 11/27/2018



Glady accepted for your purchases