



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

TOWN COUNCIL MEETING
November 1, 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 October 4, 2018 Town Council meeting
- V. SCHEDULED APPOINTMENTS
- VI. PUBLIC SAFETY REPORT
- VII. REPORTS
 - a. Treasurer
 - b. Public Works Supervisor
 - c. Town Engineer
 - d. Code Enforcement
 - e. Marketing
 - f. Development Specialist
- VIII. PUBLIC COMMENT
- IX. BUSINESS ITEMS
- X. ORDINANCES AND RESOLUTIONS
- XI. MAYOR REPORT
- XII. COUNCIL REPORTS

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



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XIII. THANK YOU TO MAYOR FRAZER

UPCOMING MEETINGS AND EVENTS:

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

- 1) Tuesday, November 6, 2018 – Election Day – 7:00 a.m. to 8:00 p.m.
- 2) Monday, November 12, 2018 – Town Government Closed
- 3) Friday, November 16, 2018 – Swearing in of Mayor and Council – 8:00 p.m. – Town Hall
- 4) Thursday, November 22, 2018 – Town Government Closed – Thanksgiving
- 5) Friday, November 23, 2018 – Town Government Closed
- 6) Wednesday – November 28, 2018 – Economic Development Committee Meeting – 7:00 p.m.

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Minutes from the October 4, 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	_____ 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
_____ Ms. Schiada	X_____ Elissa Levan	

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

APPROVAL OF AGENDA AND MINUTES

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

MOTION made by Randy Hummel to approve the minutes from the September 13, 2018 Town Council Meeting. Seconded by Paul Troncone. All in favor. **Motion carries.**

SHERIFF'S DEPARTMENT REPORT

In September 2018 the Sheriff's Department handled 156 calls for service in North Beach. This is down from 166 calls in August 2018.

TREASURER'S REPORT

Beginning Balance: 7/1/2018 - \$563,538.72; Total Debits \$506,847.87; Total Credits; \$550.087.64; \$550.087.64; Ending Balance – 7/31/2018 - \$520,298.95

REPORTS

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

BUSINESS ITEMS

- 1) Re-appoint Bill Heiner to the North Beach Planning Commission. This will be for a Five-Year Term.
MOTION made by Randy Hummel to re-appoint Bill Heiner. Seconded by Mickey Hummel. All in favor. **Motion carries.**



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ORDINANCES AND RESOLUTIONS

Meeting closed at 8:30 p.m. with a motion made by Randy Hummel to enter into Closed Session by the General Provisions Article of the Annotated Code of the Public General Law of Maryland, Section 3-305 (b) (1) and (3). Seconded by Paul Troncone. All in favor. Motion carries.

Submitted:

Mark R. Frazer, Mayor

Stacy L. Wilkerson, Town Clerk

TOWN OF NORTH BEACH
TREASURER'S REPORT
Reporting Period 08/01/2018- 08/31/2018

PNC Bank:

Beginning Balance 08/01/2018	\$ 484,365.85		
Total Debits (+)	\$ 329,188.74		
Total Credits (-)	\$ 286,985.12		
Ending Balance 08/31/2018	\$ 526,569.47	Last Year: \$	598,978.45
Investments (MLGIP/General Fund)	\$2,672,797.95	Last Year: \$	2,885,281.79
(MLGIP/Sewer Capital)	\$ 34,780.33	Last Year: \$	34,294.78
(MLGIP/Water Capital)	<u>\$ 7,598.04</u>	Last Year: \$	<u>7,491.98</u>
Total Cash	\$3,241,745.79	Last Year: \$	3,256,047.00
Hotel Tax	\$ 1,187.50	\$	2,311.70
State Business License	\$ 15.46	\$	0.00

CASH RECEIPTS OVER \$7,500.00

- \$ 40,000.00- Rental Licenses
- \$ 30,000.00- MD Dept of Energy Grant Reimb (GEM/Charging Station)
- \$ 11,003.58- Comcast Franchise Fee
- \$ 8,375.94- Water Audit #8270
- \$ 9,199.40- Water Audit #8312
- \$ 9,669.21- State of MD ACH Payment

CASH DISBURSEMENTS OVER \$7,500.00

- \$ 52,374.72- Payroll W/E 08/11/2018
- \$ 54,538.38- Payroll W/E 08/25/2018
- \$ 35,548.50- Playground specialist/Callis Park
- \$ 21,052.82- Southern Maryland Recycling- Trash
- \$ 9,765.98- BGE thru 8/31/2018
- \$ 9,317.00- PNC CC thru 08/02/2018

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Date: 10-31-18

Subject: Monthly Report

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

- 1) On October 12, 2018 the area had another rain event in which we had 4.34 inches of rain in a six hour period. This caused flooding in the 5th street area. Storm also caused erosion on the north side of the beach. Normal clean up was done in affected areas the following day. Had to bring in six loads of sand to repair and grade the beach where erosion occurred.
- 2) Continued to work on repairing and repainting hydrants throughout town, also continued to work on grading and adding stone in alleys throughout town.
- 3) Continue to work with Paul on design and details for the upgrade of the town's well house for the water system. Have had another onsite meeting with BG & E and expect to have plans ready soon to take to Calvert County to obtain building permit.
- 4) Did a maintenance cutting on the landward side of the flood dike, removed unwanted grow that could cause problems with structure of the dike. Reseeded some areas that had been affected from all the rain that we have had over the past few months. Cleaned the drains that are located on the landward side of the dike.
- 5) Performed maintenance on all seasonal equipment that was used over the summer for grounds maintenance etc. and have started to work on leave vacuum and snow equipment to prepare for fall and winter season. Turned water off and drained irrigation systems throughout town.

Any questions or concerns please feel free to contact me.

MEMORANDUM

TO : Mayor and Town Council
FROM : Paul B. Woodburn, P.E.
Town Engineer
DATE : October 30, 2018
RE : Monthly Report

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

Maryland SHA Rte. 261 SHA Upgrade Project (9th 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 June and October to discuss design progress. The proposed detour Route is still not finalized. 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 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 are expected this month.

Maryland SHA Rte. 261 Boardwalk (9th 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 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.

Stormwater Flood Pump Upgrade and 9th & 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.

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. Further review and discussion of the document by the town is requested, upon which it may be brought to the Mayor & Council for adoption.

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.

Storm Drain System Maintenance:

We are working with Donnie and public works to develop a 5 year storm drainage maintenance and improvement plan. Ongoing. (Attached is a draft of the plan).

Sewer Meter/ Calvert County Connections:

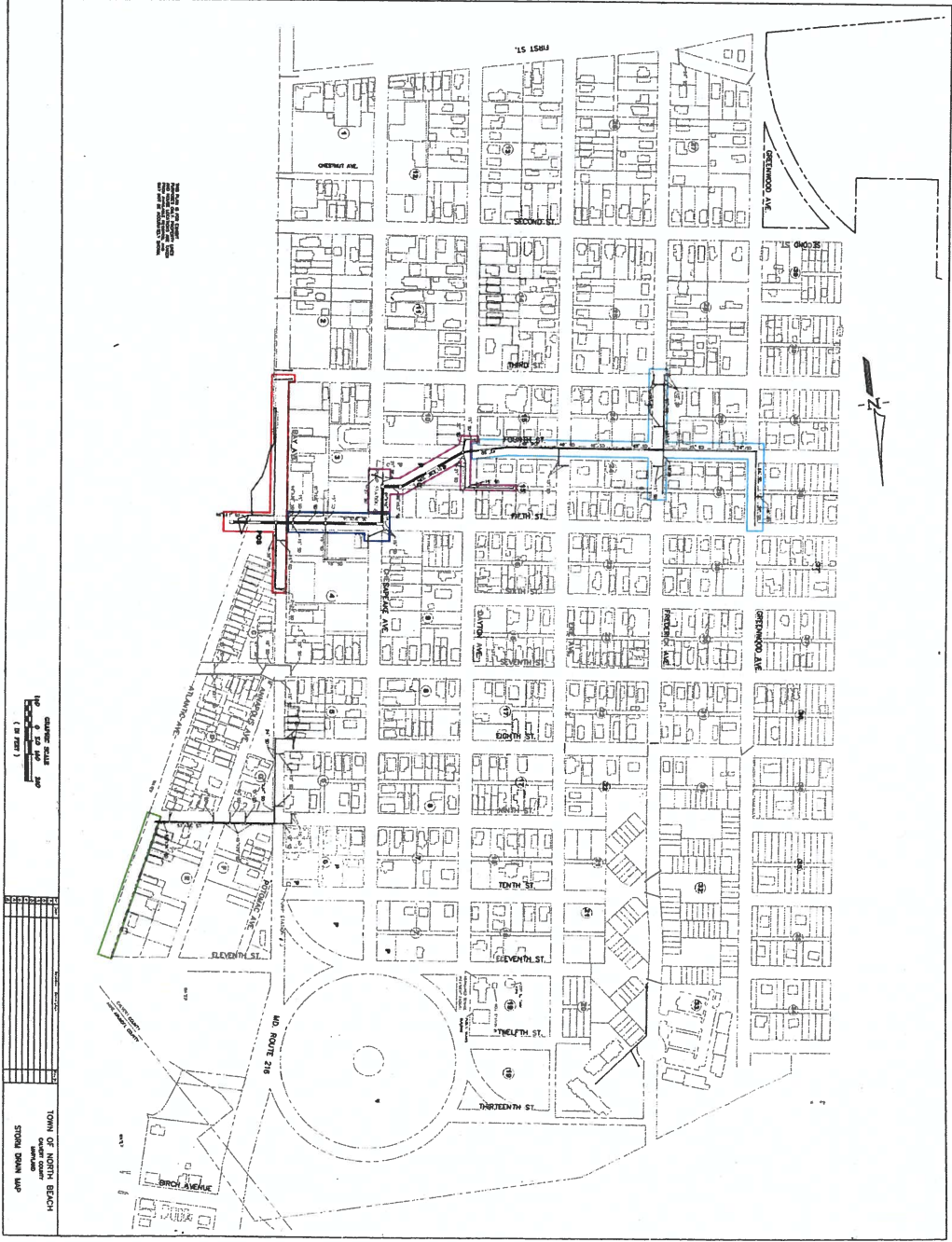
Calvert County sewage effluent mixes with the town effluent before being pumped together to the Waste Water Reclamation Facility in Chesapeake Beach. We have provided the county with our updated EDU analysis. Donnie requested the County perform a sewer system smoke test. A follow up letter will be forwarded 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.

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.

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).



- LEGEND:**
- BUDGET YEAR 1 (2019 / 2020) —
 - BUDGET YEAR 2 (2020 / 2021) —
 - BUDGET YEAR 3 (2021 / 2022) —
 - BUDGET YEAR 4 (2022 / 2023) —
 - BUDGET YEAR 5 (2023 / 2024) —

The following is a proposed five-year Storm Drain Maintenance Plan for the Town of North Beach Storm drain collection system.

1. Year one consists of clearing all storm drain collection pipes that exist on the beach to 5th Avenue piping in the area.
2. Year two consists of clearing all storm drain collection pipes that exist in Charlotte on 5th Street and all related piping in the area.
3. Year three and four will be used to replace aging storm drain collection pipes along Atlantic Avenue from 5th Street through to end of street. Storm pipe along Charlotte Avenue will be replaced.
4. Year five will be used to replace aging storm drain collection pipes on Atlantic Avenue.
5. Storm drain piping on Atlantic Avenue will be replaced.

This is a five-year plan that would be subject to annual review and adjustment of storm drain collection system as required or when deemed appropriate.

**5-YEAR STORM DRAIN MAINTENANCE PLAN
TOWN OF NORTH BEACH**



DATE	DESCRIPTION	BY	FOR	SCALE	PROJECT NO.
11/22/22	5-YEAR STORM DRAIN MAINTENANCE PLAN	J. HARRIS	TOWN OF NORTH BEACH	1"=200'	2022-001

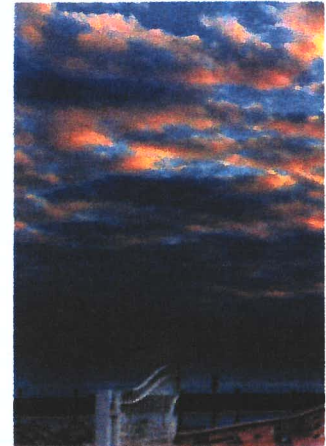
TOWN OF NORTH BEACH
 1000 N. BEACH BLVD., SUITE 100
 NORTH BEACH, FLORIDA 33409
 (407) 241-1234
 WWW.NORTHBEACHFLORIDA.COM

PROJECT NO. 2022-001
 PROJECT NAME: 5-YEAR STORM DRAIN MAINTENANCE PLAN
 PROJECT LOCATION: TOWN OF NORTH BEACH
 PROJECT DATE: 11/22/22



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North Beach, Maryland

**Code Enforcement
&
Rental Registration**



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

CE GIS Maps RR GIS Maps

SHOW CURRENT LOCATION



[Change map layers >>](#)

Case Number	Date	Location	Status	Violations
1. <u>18-320</u>	09/25/2018	3903 1ST St NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbish

2.	<u>18-335</u>	10/22/2018	3914 1ST St NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbish
3.	<u>18-338</u>	10/29/2018	8810 ERIE Ave NORTH BEACH, MD 20714	Pass	RENTAL INSPECTIO
4.	<u>18-337</u>	10/24/2018	8914 BAY Ave NORTH BEACH, MD 20714	Case Initiated	Dangerous tree or l
5.	<u>18-339</u>	10/29/2018	3912 2ND St NORTH BEACH, MD 20714	Pass	RENTAL INSPECTIO
6.	<u>18-347</u>	10/30/2018	8917 DAYTON Ave NORTH BEACH, MD 20714	Pass	RENTAL INSPECTIO
7.	<u>18-346</u>	10/30/2018	8920 CHESAPEAKE Ave NORTH BEACH, MD 20714	Pass	Business inspection
8.	<u>18-343</u>	10/30/2018	4000 3RD St NORTH BEACH, MD 20714	Pass	RENTAL INSPECTIO
9.	<u>18-328</u>	10/09/2018	3908 3RD St NORTH BEACH, MD 20714	Closed - Compliance	Parking restrictions
10.	<u>18-321</u>	09/26/2018	3938 3RD St NORTH BEACH, MD 20714	Closed - City Abated	Weeds, Weeds/gras
11.	<u>18-348</u>	10/31/2018	9014 FREDERICK Ave NORTH BEACH, MD 20714	Case Initiated	Trash/Rubbish
12.	<u>18-352</u>	10/31/2018	9032 CHESAPEAKE Ave , 00000	Pass	Business inspection
13.	<u>18-344</u>	10/30/2018	4035 5TH St NORTH BEACH, MD 20714	Pass	RENTAL INSPECTIO
14.	<u>18-330</u>	10/10/2018	4038 5TH St NORTH BEACH, MD 20714	Notice of Violation Issued	Weeds/grass/plants
15.	<u>18-351</u>	10/31/2018	9120 CHESAPEAKE Ave NORTH BEACH, MD 20714	Pass	Business inspection
16.	<u>18-324</u>	09/27/2018	9121 DAYTON Ave NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbish
17.	<u>18-329</u>	10/10/2018	4000 6TH St NORTH BEACH, MD 20714	Case Initiated	Abandoned or inopr property
18.	<u>18-323</u>	09/26/2018	4113 7TH St NORTH BEACH, MD 20714	Pass	RENTAL INSPECTIO
19.	<u>18-349</u>	10/31/2018	4013 7TH St NORTH BEACH, MD 20714	Pass	RENTAL INSPECTIO
20.	<u>18-353</u>	10/31/2018	9200 BAY Ave NORTH BEACH, MD 20714	Pass	Business inspection
21.	<u>18-345</u>	10/30/2018	9200 CHESAPEAKE Ave NORTH BEACH, MD 20714	Pass	Business inspection
22.	<u>18-332</u>	10/16/2018	3905 7TH St , 20714	Case Initiated	Unregistered vehicl
23.	<u>18-322</u>	09/26/2018	9210 BAY St NORTH BEACH, MD 20714	Fail	RENTAL INSPECTIO
24.	<u>18-350</u>	10/31/2018	4041 8TH St NORTH BEACH, MD 20714	Pass	RENTAL INSPECTIO
25.	<u>18-333</u>	10/18/2018	4039 8TH St NORTH BEACH, MD 20714	Closed - Compliance	Parking restrictions
26.	<u>18-336</u>	10/23/2018	4013 8TH St NORTH BEACH, MD 20714	Closed - Compliance	Trash/Rubbish
27.	<u>18-327</u>	10/09/2018	3916 8TH St NORTH BEACH, MD 20714	Closed - Compliance	Sanitation
28.	<u>18-325</u>	10/01/2018	3919 SEA BASS Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds, Weeds/gras
29.	<u>18-342</u>	10/30/2018	9400 SEA BREEZE Ct NORTH BEACH, MD 20714	Fail	RENTAL INSPECTIO
30.	<u>18-334</u>	10/18/2018	3931 SEA BASS Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants
31.	<u>18-326</u>	10/01/2018	9432 SEA BREEZE Ct NORTH BEACH, MD 20714	Closed - Compliance	Weeds/grass/plants

MEMO



To: Mayor and Town Council
From: Dawn Richardson
Date: October 31, 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 October 2018.

- Continued preparing for the Hound of the Town and Boo Bash. Prepared the music CD; printed maps for trick or treaters, created and printed programs for the Drive-In Movie; printed judging sheets and directional signs for registration for the events and the parade. Attended and photographed the event. Uploaded photos to Facebook.
- Finalized and printed the fall newsletter. Processed the mailing and delivered to the post office.
- Updated Christmas on the Beach and Christmas Market flyers to promote the events on December 1, 2018.
- Continued to assist with letters and responses to the Board of Library Trustees.
- Worked with Lt. Naughton and the Town of Chesapeake Beach staff to promote and collect donations for TURN THE BEACH PINK day on October 24, 2018. The following town businesses participated by making a donation to the Twin Beaches Deputies fundraising site: Jango's, Neptune's, Sweet Sue's, Bay Wine & Spirits, Plaza Mexico and Hook & Vine.
- Promoted the Red Ribbon Campaign in conjunction with Calvert Alliance Against Substance Abuse (CAASA).
- 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.
- Shirt Shack Sales:
October: **\$804.56**; Number of Items Sold October: **47**
(Shirt Shack will be open December 1 and January 1.)

Message received about Isaac Harris, DPW:

"I called town hall this afternoon to report a minor public works-related concern I had on my property. Within the hour, a polite, professional gentleman named Isaac showed up outside to resolve the issue, then came by to let me know my problem was fixed and wished me a good weekend. Oh, how I love where I live. Thank you for such a great experience!"

UPCOMING EVENTS

NOV 30 | 7 PM
Light Up the Town

DEC 1 | 10 AM
Christmas Market on 5th Street

DEC 1 | 12 PM

Holiday Parade | Santa & Christmas on the Beach

JAN 1, 2019 | 1 PM

Polar Bear Plunge



North Beach Funding Report



November 2018

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



Funding 2018

2017 Grant Funding Total: \$280,000.00

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

2018 AWARDED:

MEA Healthy Living Grant Program	\$25,000.00
Callis Park - Phase 2	\$79,534.00
Lighting the Bay – streetlights **awarded October	\$50,000.00
Total Awarded in 2018:	\$154,534.00

Pending:

Healthy Living Phase II Program	\$200,000.00
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Current Priorities:

Parks

Streetlights

Well House

9th street Flood pump station

underway in working towards another electric vehicle for code enforcement and a hybrid vehicle for department of public works.

Searching for grant opportunities for sewer/well house