



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
NORTH BEACH TOWN HALL
October 19, 2017
7:00 PM

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVE AGENDA
- IV. APPROVAL OF MINUTES
 - a. Approval of the minutes from the September 14, 2017 Town Council meeting
- V. SCHEDULED APPOINTMENTS
 - a. Swearing in of Karen Ankerbrant to the Planning Commission
- VI. PUBLIC SAFETY REPORT
- VII. REPORTS
 - a. Treasurer
 - b. Public Works Supervisor
 - c. Town Engineer
 - d. Code Enforcement
 - e. Marketing
 - f. Circuit Rider
- VIII. PUBLIC COMMENT
- IX. BUSINESS ITEMS
 - a. American in Bloom Wrap Up Memo
 - b. Sustainable Maryland Presentation



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X. ORDINANCES AND RESOLUTIONS

- a. Ordinance 17-13: An Ordinance repealing and replacing Article 10 "Critical Area Overlay District requirements in the North Beach Zoning Ordinance, The Town of North Beach, County of Calvert, State of Maryland - Introduction

XI. MAYOR AND COUNCIL REPORTS

XII. ADJOURNMENT

XIII. EXECUTIVE SESSION

To consider the acquisition of real property for a public purpose and matters directly related thereto; as authorized by the General Provisions Article of the Annotated Code of the Public General Law of Maryland, Section 3-305(b) (3)

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

- 1) Wednesday, October 25, 2017 - Economic Development Committee Meeting - 7 pm
- 2) Thursday, October 26, 2017 - Planning Commission Meeting - 7 pm
- 3) Saturday, October 28, 2017 - Hound of the Town - 12 pm
- 4) Saturday, October 28, 2017 - Boo Bash - 3 pm
- 5) Saturday, October 28, 2017 - Drive in Movie - 7:30 pm - "GhostBusters"
- 6) Tuesday, November 7, 2017 - Environmental Committee Meeting - 7 pm
- 7) Thursday, November 9, 2017 - Town Council Meeting - 7 pm

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



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Minutes from the September 10, 2017
Town Council Meeting
7:00 pm

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Mayor Frazer | <input checked="" type="checkbox"/> Joanne Hunt | <input type="checkbox"/> Rick Crump |
| <input checked="" type="checkbox"/> Mr. Benton | <input checked="" type="checkbox"/> Stacy Wilkerson | <input checked="" type="checkbox"/> Karen Ruff |
| <input checked="" type="checkbox"/> Ms. Hagen | <input checked="" type="checkbox"/> Donnie Bowen | <input checked="" type="checkbox"/> Dawn Richardson |
| <input checked="" type="checkbox"/> Mr. M. Hummel | <input type="checkbox"/> Paul Woodburn | <input checked="" type="checkbox"/> Lt. Ronnie Naughton |
| <input checked="" type="checkbox"/> Mr. R. Hummel | <input checked="" type="checkbox"/> Jennifer Cannon | |
| <input checked="" type="checkbox"/> Ms. Schiada | <input checked="" type="checkbox"/> Mr. Tronccone | |

APPROVAL OF AGENDA AND MINUTES

MOTION made by Randy Hummel 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 August 10, 2017 Town Council meeting as presented. Seconded by Gwen Schiada. **Motion carries.**

SCHEDULED APPOINTMENTS

- a. Joanie Killmon presented Mayor Frazer with the One Maryland One Book – Purple Hibiscus.
- b. Veronica Owens gave a presentation on the Charge Point electric car charging station the Town of North Beach is purchasing and installing at the Municipal Parking Lot. Motion made by Jane Hagen to authorize the Mayor to sign the contract with Charge Point in the amount of \$8,718.00. Seconded by Gwen Schiada. All in favor.

SHERIFF'S DEPARTMENT REPORT

In August 2017, the Sheriff's Department responded to 128 calls for service in North Beach. This is down from 148 calls in July 2017.

TREASURER'S REPORT

Reporting Period: 7/1/2017 – 7/31/2017; Beginning Balance: \$353,642.07; Total Debts: \$852,030.46; Total Credits: \$1,000,574.00; Ending Balance: \$205,098.53. **MOTION** made by Randy Hummel to accept the Treasurer's Report. Seconded by Jane Hagen. All in favor. **Motions carries.**

REPORTS

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



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BUSINESS ITEMS

- 1) Staff Recommendation for the Pier Pavilion – After hosting several weddings and the New Year’s Eve Party, the staff is recommending the 1000 square foot permanent structure is not constructed on the end of the T-Section of the Pier. This structure would reduce the number and size of activities the Town could accommodate on the pier. The Staff is recommending a permanent structure is place on the pavilion where tents are currently placed for bands and other events in the summer. The Mayor has instructed Town Engineer Paul Woodburn to design a structure for the pavilion.

ORDINANCES AND RESOLUTIONS

- 1) Ordinance 17-12: An Ordinance of the Mayor and Council of the Town of North Beach to approve the North Beach summary draft Critical Area Map provided by the Department of Natural Resources and the Critical Area Commission (Adoption). **MOTION** made by Randy Hummel to approve Ordinance 17-12 as submitted. Seconded by Gwen Schiada. All in favor. **Motion carries.**
- 2) Resolution 17-09: A Resolution of the Mayor and Council of the Town of North Beach Declaring a Moratorium for a Period of Six (6) Months on the Acceptance and/or Processing of Category II Site Plans for Tavern and all Uses Incorporating Outdoor Entertainment Pending the Consideration and Adoption of Legislation as the Town Council may Consider Advisable to Promote Public Health, Safety and Welfare (Moratorium is requested by the Planning Commission) (Adoption) – **MOTION** made by Randy Hummel to approve Resolution 17-09 as submitted. Seconded by Gwen Schiada. All in favor. **Motion carries.**

MOTION made by Mickey Hummel to close the meeting at 8:20 p.m. and enter into Executive Session to consider the acquisition of real property for a public purpose and matters directly related thereto; as authorized by the General Provisions Articles of the Annotated Code of the Public General Law of Maryland, Section 3-305 (b) (3). Seconded by Jane Hagen. All in favor. Meeting adjourn.

Submitted:

Mark R. Frazer, Mayor

Stacy L. Wilkerson, Town Clerk

Karen Ankerbrandt
9131 Atlantic Ave
North Beach, MD 20714

Dear Mark,

I want to express my interest in serving on the North Beach Planning Commission. I have been a resident of North Beach for 8 years and have owned a home here since 2003. I have been impressed with the progress the town has made under your governance and I want to support that progress.

Recently there have been challenges with less than ideal businesses wanting to be established in North Beach and the Planning Commission has done a good job, in spite of heavy pressure from outside. I would like to donate my time to work with those respectable members of the Commission to help keep North Beach going in the best direction to develop both economically and socially. We have a lovely community here and it needs protection and support.

I hope you will consider me.

Sincerely,

Karen Ankerbrandt

Karen Ankerbrandt

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: October 10, 2017
To: Stacy Wilkerson
From: Sergeant Thomas S. Phelps
Re: Sheriff's Office Report-North Beach

In September of 2017, the Sheriff's Office handled 129 calls for service in North Beach. This is up from the 128 calls in August 2017.

(In September of 2016, the Sheriff's Office handled 178 calls for service in North Beach.)

Call Breakdown for September 2017:

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

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

Of the 129 calls, we handled:

- 2 CDS Violation (2 Heroin (Closed by Arrest)
- 1 Theft
 - Wallet Stolen from UNLOCKED Vehicle – Dayton Ave (Under Investigation)
- 1 Assault Arrests
- 3 Non-Fatal Heroin Overdoses

September 2017 Calls for Service

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	7	30	Fireworks Complaint	1	3	Robbery	0	1
Abandoned Vehicle	0	10	Follow Up	4	40	Search Warrant	1	2
Accident	0	31	Found Property	0	3	Sexual Assault	0	0
Alarm	4	52	Fraud	1	8	Special Assignment	1	17
Animal Complaint	1	9	Harassment	0	6	Stolen Vehicle	0	3
Assault	3	11	Illegal Dumping	0	0	Summons Service	0	12
Assist Motorist	1	15	Industrial Accident	0	0	Suspicious Person	3	36
Assist Other Dept	1	5	Indecent Exposure	0	1	Suspicious Vehicle	2	24
Assist Sick/Injured	6	26	Intoxicated Person	0	9	Tampering with MV	0	1
Attempt to Locate	1	32	Loitering	0	1	Telephone Misuse	0	0
BioChem/ Susp Package	0	0	Lost Property	1	3	Theft	2	21
Burglary *	0	9	Loud Party/ Music	4	28	Traffic Complaint	1	21
CDS Violation	1	15	Mental Subject	0	0	Traffic Control	0	2
Check Welfare	4	49	Missing Person	0	5	Traffic Enforcement	1	9
Conservor of Peace	0	9	Neighborhood Dispute	0	0	Trespassing	2	9
Destruction of Property	2	26	Notification	0	0	Unauthorized Use MV	0	1
Death Investigation	0	1	Parking Complaint	3	20	Unknown Problem	1	4
Disorderly	12	46	Patrol Check	50	554	Violation Protective Order	0	4
Domestic	3	33	Person with Weapon	0	0	Warrant Service	2	17
Escort	0	1	Police Information	2	23	Tobacco Violation	0	1
Eviction	0	3	Protective/Peace Order	0	7	Alcohol Violation	0	1
Fight	0	2	Prowler	0	0			
Firearms Complaint *	1	3	Relay	0	1	Total Calls	129	1316

	Month	Year		Month	Year		Month	Year
DUI Arrest	0	11	CDS Arrest	2	11	Other Arrest	1	16
Civil Marijuana Citations	1	4	Non Fatal Overdose	3	8	Fatal Overdose	0	0

Notes

TOWN OF NORTH BEACH
TREASURER'S REPORT
Reporting Period 08/01/2017- 08/31/2017

PNC Bank:

Beginning Balance 08/01/2017	\$ 205,098.53		
Total Debits (+)	\$ 730,719.49		
Total Credits (-)	\$ 336,839.57		
Ending Balance 08/31/2017	\$ 598,978.45	Last Year: \$	375,588.96
Investments (MLGIP/General Fund)	\$2,885,281.79	Last Year: \$	2,291,402.79
(MLGIP/Sewer Capital)	\$ 34,294.78	Last Year: \$	34,084.72
(MLGIP/Water Capital)	\$ 7,491.98	Last Year: \$	7,446.09
Total Cash	\$3,526,047.00	Last Year: \$	2,708,522.56
Hotel Tax	\$ 2,311.70	\$	428.02
State Business License	\$ 0.00	\$	46.98

CASH RECEIPTS OVER \$7,500.00

\$150,000.00- Transfer from CC to Gen 9931
\$250,000.00- Transfer from MLGIP to 9931
\$ 29,000.00- Transfer from CC to 9931
\$ 12,251.58- Calvert County August Tax Payment
\$ 18,455.77- Calvert County Shared Pump Station FY17
\$ 14,953.95- Water Audit #7550
\$ 9,095.94- Water Audit #7568
\$ 7,526.08- Water Audit #7566
\$ 20,246.35- State of MD ACH Payment/Local Income Tax & Other
\$ 11,630.51- Comcast Franchise Fee

CASH DISBURSEMENTS OVER \$7,500.00

\$ 49,370.87- Payroll W/E 08/12/2017
\$ 49,635.30- Payroll W/E 08/26/2017
\$ 7,927.20- J. Calvin Wood- Sand for Beach Replenishment
\$ 72,504.90- Town of Chesapeake Beach- O & M May, 2017 & ENR #42
\$ 15,568.70- Southern Maryland Recycling- Trash
\$ 8,282.74- State of Maryland- Health Insurance
\$ 9,683.75- Greenstreet Growers, Inc.- "America in Bloom" & Streetscape Project
\$ 9,864.40- BGE thru 8/31/2017

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Date: 10-11-2017

Subject: Monthly Report

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

- 1) Sidewalk repair- Worked with contractor on repairing sections of sidewalks along 5th street on north and south sides from Bay to Chesapeake Ave. Sidewalks had become raised from trees and damaged from truck traffic during carnival and were a tripping hazard in high foot traffic area. In addition also repaired sections where light poles were removed from sidewalk as part of streetscape project.
- 2) Chestnut Avenue storm water issue- Added a raised curb and island to help correct high volume of water that was causing erosion problems on the north side of Chestnut Ave. Redirected water to south side to existing drains.
- 3) Flood Dike surface water management- Environmental concerns has graded areas north of future drains and reseeded areas. This will direct surface water to proposed drains and into collection system on 9th street. Piping work scheduled to start 10-13-17 as per contractor.
- 4) DPW worked on foundation and built deck for future structure located next to welcome center.
- 5) Received and installed replacement boardwalk clock located south of 3rd street.
- 6) The town has received and is in the process of working with K and H electric to install electric vehicle charging station, which will be located in the municipal parking lot. Conduit had to be drilled from existing panel on 7th street to location of charging station in lot, this has been completed and K & h and DPW can work together to complete installation.

7) Had another water meter pit that failed, DPW dug up existing leaking meter pit and replaced with new pit. Relocated new meter pit in grass out of the sidewalk.

Any questions or concerns please contact me.

Thanks Don Bowen.

MEMORANDUM

TO : Mayor and Town Council
FROM : Paul B. Woodburn, P.E.
Town Engineer
DATE : October 9, 2017
RE : Monthly Report

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

Living Shoreline Project and Flood Dike Project

We have evaluating drainage improvements to eliminate ponded water landward of the new flood dike. The pipe system is being installed currently.

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 is coordinating to get an update meeting in late October to early November.

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

Preliminary design is complete and TAP (Transportation Alternatives Program) grant Monies are being sought to assist with construction. A preliminary layout and design is complete and attached.

Beach Dredge Project

We are continuing to work thru the Federal and State permit process before work can start. The project will also be rebid this fall to achieve current numbers. The Corps of Engineers has issued their permit and put the project on Public Notice October 13th.

Pier Pavilion Project

We will be revising the positioning of the 1,000± sq. ft. Wedding Pavilion after discussions with Town staff to be on the pentagon shaped boardwalk instead of on the pier preliminary designs are being prepared.

Critical Area Requirements

Updated changes to the Critical Area Ordinance will be presented to the Town Council for discussion of adoption. This includes mainly definition changes and additions.

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.

Chestnut Avenue

Staff has met with a paving contractor to discuss our re-paving the road to improve surface drainage along the road.

CODE ENFORCEMENT REPORT
RESIDENTIAL AND BUSINESS INSPECTION

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ADDRESS

P/F

NOTES

1-Oct

Business Inspections				
Willettas Antiques			P	
Chesapeake Antiques			P	
Fastop			F	needs some minor repairs
Champagne Taste			P	on going work needs comp
IBH Creations			P	
Art works @ 7th			P	
18 houses tagged for grass/weeds/overgrowth				
document and implementation work continuing for Comcat software program				
Work for Chesapeake Beach temporarily on hold at the moment				
working on zoning for 6 housing projects ranging from new construction to additons, working on				
1 zoning project for new business, working on 1 zoning project for sale of commercial property				
Zoning working on going				

MEMO

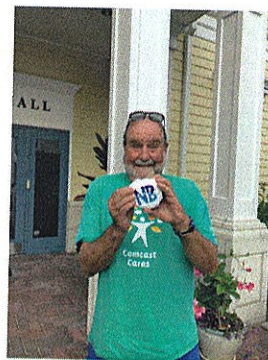
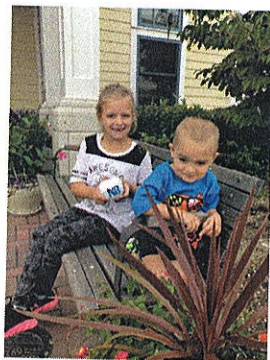
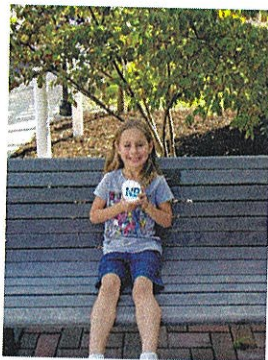


To: Mayor and Town Council
 From: Dawn Richardson
 Date: October 17, 2017
 RE: Monthly Report

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 September 2017.

- Prepared the town tent and table for Taste the Beaches. Attended the event and did raffles for family beach passes for the 2018 season.
- Worked on the details for Hound of the Town and Boo Bash with Stacy Wilkerson. Created score sheets for judges, stickers for the dogs and children, etc. Prepared and printed flyers for the elementary schools' take home folders.
- Worked on the design of a proposed small waterfront building. Photoshopped the mock up drawing into the waterfront landscape.
- Discussed the details for the New Year's Eve Party on the Pier. Prepared and printed posters, tickets and banner.
- Hid special North Beach rocks around town. When the rocks are found, they are brought to Town Hall for the prize to be claimed. The prizes are gift certificates to businesses in North Beach.
- Created numerous print and online advertisements to promote special events and town venues that are available for rent.
- Began working on the fall newsletter.
- 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).

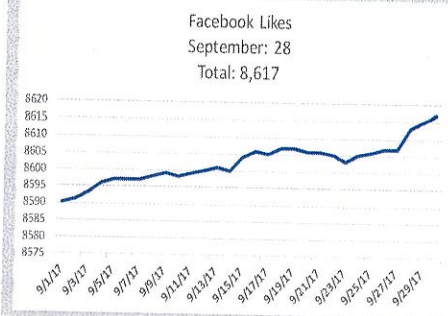
#NBRocks winners.



UPCOMING EVENTS

- OCT 28 | 12 TO 2 PM
Hound of the Town
- OCT 28 | 3 TO 5 PM
Boo Bash
- OCT 28 | DUSK | Drive-In Movie
| Ghostbusters
- OCT 28 | 6 TO 8 PM
Halloween Decorating Contest for
Houses & Businesses
- DEC 1 | 7 PM | Light Up the Town
- DEC 2 | 12 PM | Christmas
Market | Holiday Parade | Santa
& Christmas on the Beach
- DEC 31 | 7 PM | New Year's Eve
Party on the Pier
- JAN 1 | 1 PM | POLAR BEAR
PLUNGE

FACEBOOK LIKES



10.17.2017

MEMO

To
Mayor and Town Council

From
Stacy Wilkerson, Town Clerk

Re
American In Bloom

Comments:

I attended the American In Bloom Symposium in Boston, Mass the weekend of October 6th, 2017. The Town was nominated for two awards; a) The Coolest Downtown and 2017 America in Bloom Outstanding Achievement Award Nomination by a Judge in the Population Category 3,500 or Less. Although, we were not successful in receiving these awards, we should be proud we were nominated. For first time participants this is an outstanding accomplishment.

All cities and towns are rated on a bloom system. The highest number of blooms you can receive is five. The Town of North Beach received four blooms. We received a plaque to hang in Town Hall and we will receive an outdoor sign to place in Town.

Our 2017 evaluation report was emailed to the Town on Monday, October 9, 2017. This report contained recommendations in all 6 criteria the Town was evaluated on. I hope all Council members have had an opportunity to read the report. A few easy recommendations the staff can make would be:

- a) Two-day tour for 2018
- b) Add QR codes to the new plant signs at Sunrise Gardens
- c) Relocating Trashcans from the Visitor Center Doors at Wetlands Overlook Park and adding Flower Pots
- d) Re-joining Tree City USA (I have asked the Environmental Committee to work on this)
- e) Purchasing banners with the America In Bloom logo on them.

There are several other recommendations from the judges in the evaluation report. The Town of North Beach did a wonderful job our first year and I anticipate you will support us participating a second year.