



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
April 9, 2015
7:00 p.m.**

I. PLEDGE OF ALLEGIANCE

II. ROLL CALL

III. APPROVE AGENDA

IV. APPROVAL OF MINUTES

A. Approval of minutes from the March 12, 2015 Town Council Meeting

V. SCHEDULED APPOINTMENTS

A. Blacklist Video

VI. PUBLIC SAFETY REPORT

VII. TREASURER'S REPORT

VIII. REPORTS

A. Public Works Supervisor

1) Source Water Plan for The Town of North Beach

B. Town Engineer

C. Code Enforcement Officer

IX. PUBLIC COMMENT

X. BOARDS AND COMMISSIONS

Mark R. Frazer, Mayor

Council Members: Mike Benton Gregory McNeill Mickey Hummel Randy Hummel Gwen Schiada Kenneth Wilcox



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XI. BUSINESS ITEMS

A. Pat Haddon – update on the American Planners Association Application

XII. ORDINANCES AND RESOLUTIONS

XIII. MAYOR AND COUNCIL REPORTS

XIV. ADJOURNMENT

XV. CLOSED SESSION MEETING

Upcoming Meetings and Events

- 1) Monday, April 20, 2015 – Public Safety Meeting – 7:00 p.m.
- 2) Wednesday, April 22, 2015 – Economic Development Meeting – 7:00 p.m.
- 3) Thursday, April 23, 2015 – Planning Commission Meeting – 7:00 p.m.
- 4) Saturday, April 25, 2015 – Plant the Town – 8:00 a.m.
- 5) Friday, May 1, 2015 – North Beach Friday Night Farmers' Market opening 6pm
- 6) Monday, May 4, 2015 – Special Events Meeting – 7:00 p.m.
- 7) Thursday, May 7, 2015 – Work Session – 7:00 p.m. (1st discussion on the FY16 Budget)
- 8) Thursday, May 14, 2015 – Town Council Meeting – 7:00 p.m. – Budget Hearing

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

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**Minutes from the March 12, 2015
Town Council Meeting
7:00 pm**

X___ Mayor Frazer	X___ Joanne Hunt	X___ Rick Crump
___ Mr. Benton	X___ Stacy Wilkerson	X___ John Shay
X___ Mr. McNeil	___ Donnie Bowen	___ Dawn Richardson
X___ Mr. M. Hummel	X___ John Hofmann	X___ Corporal Phelps
X___ Mr. R. Hummel	___ Richard Ball	___ Marsha Stiner
X___ Ms. Schiada	X___ Mr. Wilcox	

APPROVAL OF AGENDA AND MINUTES

- a) **MOTION** made by Ken Wilcox to approve the agenda as submitted.
Seconded by Mickey Hummel. **All in favor.**
- b) **MOTION** made by Randy Hummel to approve the minutes from the
February 12, 2015 Town Council Meeting. Seconded by Gwen Schiada.
Motion carries.
- c) **MOTION** made by Gwen Schiada to approve the minutes from the March
7, 2015 Work Session. Seconded by Greg McNeil. Abstain Randy Hummel.
Motion carries.

SCHEDULED APPOINTMENTS

- a) Calvert County Sheriff's Department: Sheriff Evans, Lt. Dave Payne, 1st. Sgt. Ronnie Naughton, Corporal Tom Phelps. A presentation was done to give an overview on the additional deputy being requested as an investigator.
- b) Rick Crump – Introduction to the Council and to the Town. He gave an overview of his background.

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SHERIFF'S DEPARTMENT REPORT

- a) In February 2015 the Sheriff's Department responded to 138 calls for service in North Beach. This is down from 168 calls in January 2015.

TREASURER'S REPORT

- a) Treasurers Report: Reporting Period: 2/1/2015 – 2/28/2015: Beginning Balance; \$613,058.48; Total Debits: \$642,509.84; Total Credits: \$167,820.29; Ending Balance: \$1,087,748.03. **MOTION** made by Mickey Hummel to accept this report as presented. Seconded by Ken Wilcox.
Motion carries.

REPORTS

Staff Reports: Public Works Department and Town Engineer are attached to these minutes.

BUSINESS ITEMS

- a) American Planning Association Application: **MOTION** made by Gwen Schiada to move forward with the proposal to the APA to write a Master Plan for the Town of North Beach. Seconded by Ken Wilcox. **Motion carries.**
- b) Solar Panel Project: **MOTION** made by Greg McNeil to award the project to Solar Tech in the amount of \$37,000 which is a grant from The Maryland Energy Administration. Seconded by Gwen Schiada. All in favor. **Motion carries.**
- c) Lighting for the Town Pier: **MOTION** made by Randy Hummel to award the contract to City Electric Supply (the only bid received) in the amount of \$44,500.00 for eight (8) poles & ten (10) bollard fixtures in the bronze finish. Seconded by Greg McNeil. All in favor. **Motion carries.**
- d) Calvert County additional deputy investigator: **MOTION** made by Gwen Schiada to approve the additional deputy for FY15 in the amount of \$5,499.723 and to include the funding in the FY16 Budget in the amount of \$49,872.38. Seconded by Mickey Hummel. All in favor. **Motion carries.**

Mark R. Frazer, Mayor

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MOTION made by Randy Hummel to close the meeting at 8:20 p.m. Seconded by Ken Wilcox. All in favor. **Motion carries.**

Submitted:

Mark R. Frazer, Mayor

Stacy L. Wilkerson, Town Clerk

Mark R. Frazer, Mayor

Council Members: Mike Benton Gregory McNeill Mickey Hummel Randy Hummel Gwen Schiada Kenneth Wilcox

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: April 7, 2015
To: Stacy Wilkerson
From: Corporal Thomas S. Phelps
Re: Sheriff's Office Report-North Beach

In March of 2015, the Sheriff's Office handled 222 calls for service in North Beach. This is up from 138 calls in February 2015.

(In March of 2014, the Sheriff's Office handled 161 calls for service in North Beach.)

Call Breakdown for March 2015:

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

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

Of the 222 calls, we handled:

- 1 Destruction of Property
 - Vehicle Mirror (Under Investigation)
- 2 Thefts
 - UNLOCKED Vehicle (Under Investigation)
 - Skate Board (Closed by Arrest)

Breakdown of Dispatched/Self Initiated Calls

911 Hang Up – 1	Eviction – 1	Summons Service – 2
Abandoned Vehicle – 2	Follow Up – 4	Suspicious Person – 3
Accident – 3	Found Property – 2	Theft – 2
Alarm – 3	Illegal Dumping – 1	Traffic Complaint - 7
Assist Motorist – 1	Loud Party/Music – 1	Traffic Enforcement – 20 (Stop Sign Enforcement)
Assist Other Department – 2	Neighborhood Dispute – 1	Warrant Service – 3
Attempt to Locate – 14	Parking Compliant – 1	
Check Welfare – 4	Patrol Check – 130	
Death Investigation – 1 (OD Oxycodone)	Police Information – 3	
Disorderly – 4	Peace/ Protective Order – 1	
Domestic – 2	Special Assignment – 1	
Escort – 1	Suicide Attempt – 1	

Note – The reportable incident totals on page 1 may differ from the dispatched totals on page 2. The breakdown on page 2 represents all calls dispatched/self-initiated by the sheriff's office. The totals listed on page 1 may be less due to factors the deputy learns upon arrival to the scene

TOWN OF NORTH BEACH
TREASURER'S REPORT

Reporting Period 03/01/2015- 03/31/2015

PNC Bank:

Beginning Balance 03/31/2015	\$ 1,087,748.03	
Total Debits (+)	\$ 176,799.15	
Total Credits (-)	\$ 544,358.84	
 Ending Balance 03/31/2015	 \$ 720,188.34	 Last Year: \$ 722,444.05
 Investments (MLGIP/General Fund)	 \$2,035,375.03	 Last Year: \$ 1,283,010.25
(MLGIP/Sewer Capital)	\$ 33,993.94	Last Year: \$ 33,955.35
(MLGIP/Water Capital)	<u>\$ 7,426.25</u>	<u>Last Year: \$ 7,417.82</u>
Total Cash	\$2,796,983.56	Last Year: \$2,046,827.47

Cash receipts over \$7,500.00

\$9,150.24- Water & Sewer Deposit (Aud # 5,731)
\$31,064.87- Calvert County (Feb 2015 Tax Payment)
\$9,050.40- Water & Sewer Deposit (Aud # 5,753)
\$14,698.51- Water & Sewer Deposit (Aud # 5,757)
\$ 7,571.69- Water & Sewer Deposit (Aud # 5,768)

Cash Disbursements over \$7,500.00

\$22,836.89- Payroll W/E 02/28/2015
\$21,206.30- Payroll W/E 03/14/2015
\$20,992.93- Payroll W/E 03/28/2015
\$16,235.83- Suntrust (Obligation #83)
\$55,035.16- Town of Chesapeake Beach (ENR Installment #19)
\$12,151.38- Southern MD Recycling (Feb 2015)
\$85,103.50- Calvert County Treasurer (Deputy Sheriff's Agreement FY2015/4th Quarter)
\$175,464.00- S.E. Davis Construction, LLC (Application #3)
\$39,069.93- Town of Chesapeake Beach (WWTP O&M Jan-Feb 2015)
\$13,951.47- K&H Electric (Pier/Bay Pump Station)

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Date: 4-8-2015

Subject: Monthly Report

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

- 1) Completed the upgrade of the Bay Ave sewer pumping station. The station is now equipped with two new three phase power submersible pumps, which are more efficient and easier to maintain. New piping that replaced the old station piping that was originally installed in the early 1950's. The station is now also equipped with a diesel backup pump that can handle the daily flow in case of emergencies. This pump can also operate in normal conditions if needed. Most of the work for this upgrade was done in house, with the help of a few local contractors. This resulted in a significant cost savings for the Town.
- 2) Work continues on the pier project, contractor is current working on the tee section of the pier and is shooting for a completion date for mid May. Lighting has been ordered and all work related to wiring of the lighting has been completed that can be done in advance of fixtures being installed. Work expected to start soon on railing and bench installation.
- 3) DPW built an addition to welcome center shed to provide more storage for beach and pier related items.
- 4) Work is picking up on the park site weather permitting. DPW started on installation of site utilities, which include storm water system and water line for park. K and H electric started on underground electric site work. Knee Deep pond's is working on punch list to finish up their pond contract. Plants to be installed in the pond in the next couple weeks are also part of the work to be performed. Have a meeting set up with concrete contractor for Friday to go over sidewalk construction.
- 5) Currently working with John Hoffman on solutions for 7th and 9th street storm water flooding issues. In the process of scheduling cleaning of storm drain pipes in this area as soon as this month in order to do a inspection of current system.
- 6) Continued to work with Ms. Ginny Siemer from Maryland Rural Water and have come up with a Emergency Response Plan for the Towns water system. This was a request from our water compliance inspector from MDE and is intended to be a hands on guide

for staff to follow in the event of emergency situations the may arise that related to the Public Water System.

Any questions or concerns please feel free to contact me.

Thanks Don Bowen

MEMORANDUM

TO: Mayor & Town Council
FROM: John A. Hofmann, P.E. Town Engineer & Zoning Administrator
RE: Monthly Report
DATE: April 2015



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

USACOE Wetland Revitalization Project

The Corps representative has been out on personal leave for the past few weeks so I am not able to provide a current update on status.

th Street Flood Mitigation & Living Shoreline Projects

The Board of Public Works is now schedule to approve the State Wetlands License for the Living Shoreline Prioject on April 15th. Once that approval has been made, MDE will issue the permit for the Flood Dike and Calvert County will approve the grading permit for both projects. Environmental Concerns will them start physical work which is now scheduled for the first week in May.

New Fishing Platform and Renovations for Town Pier.

Work is progressing on the lower fishing platform and decking. We anticipate substantial completion by early May.

Zoning Ordinance & Map

The Planning Commission continues their work on the draft Ordinance. There will be a work session on Saturday April 11th.

Bay Front Park

Work on the water feature is 98 % complete. Preparations are underway to begin walkway construction sand final grading. .

Drainage & Roadway Projects

We are working on a design for a project to improve the drainage on the east side of Erie Ave. between First & Second Streets in addition developing cost estimates and preliminary plans for capital projects to be considered in the next Town budget cycle.

We are also working on the design for Storm drain out fall Improvements at both 9th St and 7th Street in the vicinity of Atlantic Ave.

Maryland SHA Rt. 261 Upgrade Project.

SHA has schedule a progress meeting on their feasibility Study for April 14th. I will provide a report on what is learned at this meeting.

Solar Panel Project DPW Shop Building.

We are waiting for the Maryland Energy Administration approval before starting the work under the Contract with Solar Tech that Council approved at their March meeting.

CODE ENFORCEMENT REPORT
RESIDENTIAL AND BUSINESS INSPECTION

15-Apr

	TYPE	ACTION	OUTCOME	COMMENTS
VEHICLES	Vehicle	Tagged for tow	vehicel towed 48 hrs	8th and Erie 3/27/2015
	Trailer	spoke with owner	trailer removed	8th Street 4/2/2015
BOATS	Dumps	spoke with owner	dumpster removed	Alley on 7th 4/2/2015
	Vehicle	spoke with owner	tags made current	
TRAILERS	Vehicle	notice on house	car removed from alley	car no longer at address

	DATE	ADDRESS	ISSUES	ACTION	DATE FIXED
VIOLATION NOTICES	3/19/15	3943 2nd Street	trash/debris	Violation Notice	3/27/2015
	3/24/15	4001 2nd Street	trash/debris/cars/shed	Violation Notice	open
	3/26/15	3940 7th Street	weeds/shed/fence	Violation Notice	open
	3/27/15	4000 6th Street	fence/sheds/weed/trash	Violation Notice	open
	3/31/15	4008 8th Street	fence/sheds/weeds	Violation Notice	working on
	4/1/15	9112 Dayton Ave	taggless vehicles	Violation Notice	open
	4/1/15	4029 9th Street	trash/debris	Violation Notice	4/7/2015
	4/1/15	4013 7th street	trash/debris/fence	Violation Notice	open
	4/2/15	3947 2nd Street	trash/debris/fence	Violation Notice	open
	4/2/15	4012 7th Street	shed/trash/debris	Violation Notice	open
	4/3/15	4012 6th Street	shed/fence/weeds	Violation Notice	open
	4/3/15	4039 9th Street	trash/debris	Violation Notice	open
	4/3/15	4009 8th Street	trash	Violation Notice	4/5/2015
	3/27/15	3942 2nd Street	construction debris	spoke to owner	3/30/2015

15-Apr