



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**

December 10, 2015

7:00 pm

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVE AGENDA
- IV. APPROVAL OF MINUTES
 - a. Approval of minutes from the November 12, 2015 Town Council meeting
 - b. Approval of minutes from the December 3, 2015 Work Session
- V. SCHEDULED APPOINTMENTS
 - a. Jennifer Faulkner- Calvert County Health Promotions- tobacco presentation
- VI. PUBLIC SAFETY REPORT
- VII. REPORTS
 - a. Treasurer
 - b. Public Works Supervisor
 - c. Town Engineer
 - d. Code Enforcement
 - e. Marketing
- VIII. PUBLIC COMMENT

Mark R. Frazer, Mayor

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



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

- IX. BOARDS AND COMMISSIONS
- X. BUSINESS ITEMS
 - a. RFP for Performing Arts Center Feasibility Study
- XI. ORDINANCES AND RESOLUTIONS
 - a. Discussion of Zoning Ordinance
- XII. MAYOR AND COUNCIL REPORTS
- XIII. ADJOURNMENT
- XIV. EXECUTIVE SESSION

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

Upcoming Meetings and Events

1. December 24, 2015- Town Hall Closes at 2:00pm
2. December 25, 2015- Town Hall Closed for Christmas Day
3. December 31, 2015- Town Hall Closes at 12:00pm for New Year's
4. January 1, 2016- Town Hall Closed for New Year's Day
5. January 1, 2016- Polar Bear Plunge at 1:00pm
6. January 7, 2016- Work Session Meeting at 7:00pm
7. January 14, 2016- Town Council Meeting at 7:00pm
8. January 18, 2016- Town Hall Closed- Martin Luther, Jr. Day
9. February 4, 2016- Work Session Meeting at 7:00pm
10. February 11, 2016- Town Council Meeting at 7:00pm
11. February 15, 2016- Town Hall Closed- President's Day

Mark R. Frazer, Mayor

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



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 MINUTES- NOVEMBER 12, 2015

Meeting called to order by Mayor Frazer at 7:00pm. Vickie Bowen was asked to lead the Pledge of Allegiance.

Present were:

| | |
|---------------|-----------------|
| Mayor Frazer | Joanne Hunt |
| Mike Benton | Donnie Bowen |
| Mickey Hummel | John Hofmann |
| Randy Hummel | Ronnie Naughton |
| Gwen Schiada | Marsha Stiner |
| Ken Wilcox | Cpl. Phelps |

Greg McNeill arrived at 7:08pm and John Shay was absent.

The Mayor asked for a motion to approve the agenda. Wilcox made the motion, seconded by R. Hummel and all approved.

The Mayor asked for a motion to approve the minutes from the October 8th Town Council meeting. The motion was made by R. Hummel and seconded by M. Benton with approval by all.

The Mayor asked Councilman Mickey Hummel to present the award for the Most Spirited Decorated House for Halloween to the Jaime Flores family. Mrs. Flores accepted. Old Town Candy was awarded the certificate for the business winner, but no one was there to accept.

Corporal Phelps gave the Public Safety report; with 150 calls in October. It was up from 144 in September. The Mayor told Phelps and Naughton there had been vandalism to the gazebo at Overlook Park. Someone had kicked out the railings. Richard noticed the damage and as of meeting time, no police report had been filed. Also, the turnbuckles at the pier gateway had been stolen. Both officers said they would do more rides to Overlook Park and check things out.

Joanne gave the Treasurer's report; Wilcox made a motion made to approve, seconded by R. Hummel. Motion carried.

Mark R. Frazer, Mayor

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



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

Donnie Bowen gave the DPW report. There are new concrete slabs at the Tot Lot with three new tables. There have been upgrades on Dayton between 5th and 7th St. Roots on 7th St. had compromised the sewer, so new cleanouts were installed. The BLUE HERON is back and will be re-installed sometime next week. Sunrise Garden has new security cameras installed and they are working!

Mike Benton asked about the paving on 3rd St. and Donnie told him they were planning to remove the "crown" to make the road more level and hopefully correct the water runoff.

John Hofmann gave his Engineer's report stating the results of the October 9th meeting with SHA and the feasibility study for improvements to Rt. 261. SHA had recommended a 6-8" overlay on the road and the Mayor said the Town is "not in favor of an overlay". It needs better than that, with pedestrian walkways and a bike path. SHA said they would consider. The County is backing the Town.

The Living Shoreline; stone grading is done, the contractor will return in the spring to restore plants that were uprooted by high tides and flooding.

Because of unresolved easement issues with one resident, the contractor is not ready to go to work on the dike.

A final change order is needed for the pier project so the contract can be closed.

Zoning ordinances will be worked on the first of the year.

The Solar Panel Project is done and we are waiting on BGE to close out.

A new project was recommended for a beach dredge; an extension from the 2009 project to bring the sand back onto the beach, but we need a survey for the extension.

Gregg McNeill asked if it would be possible to do a steel grid over Rt. 261 and Hofmann said it would be very costly. The Mayor wants 2 culverts there and SHA has said they will get back to us regarding the cost and feasibility.

Mark R. Frazer, Mayor

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



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

Public Comment began with Debbie Noyes, NBHGC reminding everyone of the Poinsetta Sale. They come from PA. and cost \$10.00 each.

Teresa Whitten asked who the one person was holding up the berm? The Mayor said we were looking at other options to get the berm started. Whitten described the water problem at 9th and Atlantic.

Linda Wiley stated she was happy to be a part of the market and asked if we could expand the vendors. Lynn Gonder explained about the repetition of vendor products, but new vendor ideas were always welcomed.

Greg Dotson remarked that there had been no agenda published on the website for the last two months. He also expressed his opinion that we needed to get the berm started; poor planning, in his opinion. Please get it done! No more excuses! Jay Loveless also wanted the name of the individual.

Business Items to be discussed was the election of a new Vice President of the Council. Their term is for one year. Mike Benton nominated Gwen Schiada, Wilcox seconded and the vote was unanimous.

The second item was the SE Davis change order. The original pier contract was \$573,186.00. A proposal was made to increase it by \$62,000.00. These monies were spent for structural repairs at the T and pier; there were pilings that needed to be replaced. Some were also restructured. There were also unforeseen conditions (storm pipe at 5th St.) that needed to be addressed, therefore costing more to rent barges for a longer period of time.

A motion was made by Gwen Schiada to approve the change order and seconded by R. Hummel. All were in favor with the exception of Gregg McNeill, who opposed the change order.

The Mayor asked for a motion to adjourn, which was made by Schiada and seconded by Benton. All approved and the meeting was adjourned at 8:00pm.

These minutes were taken by Marsha Stiner, Secretary in the absence of Stacy Wilkerson, Town Clerk

Mark R. Frazer, Mayor

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



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

WORKSESSION MINUTES

December 3, 2015

The meeting was called to order at 7:00pm by the Mayor and all council members were present with the exception of Councilman McNeill.

There were two items on the agenda and the first to be discussed was the rezoning issue in the Town. The Mayor suggested they needed to get the council "comfortable" with a draft for the public hearing in January and at the regularly scheduled meeting in February, they would take action.

Pat Haddon spoke on the rezoning. She stated that with vacation rentals, not only was there was a parking issue, but that the Hotel tax needed to be reported. Joanne and R. Hummel stated that all vacation rental owners within the Town had initially received the tax information when they applied for their licenses. Pat reiterated her statement about the Hotel tax.

A statement was made about the possibility of revoking a rental license if the owner did not comply and the Mayor and Town Attorney John Shay reminded all that the Town can revoke special exemptions at any time. Mr. Shay also said the violations needed to be considered a "municipal infraction" and a fine be assessed. This pertains to the Land Use Article, part 66-B.

R. Hummel also stated that of the 15 "vacation rentals" within the Town, only 3 had complied with the Hotel Tax. There was a discussion between Shay and Haddon about the Board of Appeals, section 7402B which states "that upon receipt of a notice, the owner has 30 days to appeal"; then, within 45 days of receipt, a decision is made. A modification can be made upon request if there is a "show of good cause".

As our 3 year rental license period comes to an end, we are waiting for the rezoning ordinance to be adopted before we begin the new 3 year period for rentals.

Another effort needs to be made in looking at the parking progress and departure in the code.

A buffer needs to be decided between the R1, SFH and Commercial areas. A suggestion needs to be made for a footprint for R2. Should everything be made R1 or R2? A decision needs to be made for the council meeting next week to present it to the public...zoning ordinance, R2 footprint.

Mark R. Frazer, Mayor

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



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

The Environmental Committee presented their recommendations for Walton Beach, tree wells, banners and arches for the Town. A copy of their presentation is attached.

The Environmental Committee's suggestions will be taken up in January. The Mayor asked for a motion to close the meeting. K. Wilcox made the motion. R. Hummel seconded and the Mayor adjourned the meeting at 8:38 pm.

Minutes taken by Marsha Stiner, Secretary in the absence of Stacy 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: December 6, 2015
To: Stacy Wilkerson
From: Corporal Thomas S. Phelps
Re: Sheriff's Office Report-North Beach

In November of 2015, the Sheriff's Office handled 120 calls for service in North Beach. This is down from 150 calls in October 2015.

(In November of 2014, the Sheriff's Office handled 141 calls for service in North Beach.)

Call Breakdown for November 2015:

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

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

Of the 120 calls, we handled:

- 2 CDS Violations (1 Cocaine, 1 Alprazolam) (Closed by Arrest)
- 1 Theft
 - iPad Stolen from UNLOCKED Vehicle (Under Investigation)

Breakdown of Dispatched/Self Initiated Calls

| | | |
|-----------------------------|------------------------------|----------------------------------------------------|
| 911 Hang Up – 1 | Eviction – 2 | Special Assignment – 1 |
| Alarm – 3 | Fight – 1 | Stolen Vehicle – 1 |
| Animal Complaint – 1 | Follow Up – 5 | Summons Service – 1 |
| Assault – 2 | Found Property – 1 | Suspicious Person – 2 |
| Assist Motorist – 1 | Indecent Exposure – 1 | Suspicious Vehicle – 5 |
| Assist Other Dept – 1 | Intoxicated Person – 1 | Theft – 2 |
| Assist Sick/Injured – 2 | Loud Party/ Music – 1 | Traffic Complaint – 1 |
| Attempt to Locate – 4 | Mental Subject – 1 | Traffic Control – 1 |
| CDS Violation – 1 | Missing Person – 1 | Traffic Enforcement – 3 (Stop Sign Enforcement) |
| Check Welfare – 3 | Patrol Check – 62 | Warrant Service – 2 |
| Destruction of Property – 1 | Police Information – 1 | |
| Domestic – 3 | Protective Order Service – 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 10/01/2015 10/31/2015

PNC Bank:

| | | |
|--------------------------------------|--------------------|-------------------------------|
| Beginning Balance 10/01/2015 | \$ 419,606.24 | |
| Total Debits (+) | \$1,243,590.31 | |
| Total Credits (-) | \$ 417,922.39 | |
| Ending Balance 10/31/2015 | \$1,245,274.16 | Last Year: \$1,112,400.34 |
| Investments (MLGIP/General Fund) | \$1,586,071.11 | Last Year: \$2,034,970.20 |
| (MLGIP/Sewer Capital) | \$ 34,005.98 | Last Year: \$ 33,987.19 |
| (MLGIP/Water Capital) | <u>\$ 7,428.88</u> | <u>Last Year: \$ 7,427.77</u> |
| Total Cash | \$2,872,780.13 | Last Year: \$3,188,785.50 |

Cash receipts over \$7,500.00

\$ 63,596.18- Transport Grant
\$1,141,943.50- Calvert County Tax Payment- September

Cash Disbursements over \$7,500.00

\$29,525.52- Payroll W/E 10/11/2015
\$32,332.49- Payroll W/E 10/25/2015
\$13,029.78- MD State Dept. of Budget & Management (Health Insurance Aug & Sept)
\$85,695.89- Town of Chesapeake Beach- ENR project #25 & 26
\$30,110.35- Town of Chesapeake Beach- ENR project #27
\$19,164.43- Comptroller of Maryland (Flush Tax)
\$12,418.26- Southern Maryland Recycling- Trash Contract
\$28,131.86- Suntrust Bank- (Obligation # 26 & 75)
\$12,000.00- BBD, LLP- Auditors
\$10,701.88- BGE thru Oct. 2015
\$20,122.70- CES- Jetted and cleaned 7th St. storm drains
\$18,500.00- Solartech, Inc.- Solar panels at DPW

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Date: 12-8-2015

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 paving on Frederick Ave associated with storm water pipe work that was done between 2nd and 3rd street on Frederick Ave. Drainage was greatly improved in the area since work has been completed.
- 2) Environmental Concerns did some prep work at the property located at 9th and Annapolis for the stockpiling of materials to be used for the construction of the berm.
- 3) Public Works staff has devoted a good portion of time this month to general clean up of the town.
- 4) Scheduled to perform flushing of the town water system on 12-10-15.
- 5) Have been working with Built Right Homes to correct problems with utilities in the San Francisco sub division. Contractor has been given a revised punch list of items that need to be corrected and is working on solutions.
- 6) Continue to work on a few projects with Mr. Hoffman, which he will update in his report.

Please contact me with questions or concerns.

Thanks Don Bowen

MEMORANDUM

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



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

USACOE Wetland Revitalization Project

The Corps has not completed the preparation of their design effort plan for Town approval.

9th Street Flood Mitigation & Living Shoreline Projects

Construction for the Living Shoreline is substantially complete. Environmental Concerns will return to the site in the Spring to reestablish any plantings that do not survive the winter months. EC is working on the material storage area for the Flood Dike project.

Zoning Ordinance & Map

The Planning Commission will meet with Town Council at the December meeting to finalize the document that will be provided to the Public in advance of Public Hearings.

Drainage & Roadway Projects

Design is underway for the Dayton Ave. sidewalk Project..

The design for the 7th St. Outfall project is underway now that the system has been cleaned and assessment of the existing system is complete.

Maryland SHA Rt. 261 SHA Upgrade Project.

SHA has not provided any additional designs or recommendations from what was provided in October.

Solar Panel Project DPW Shop Building.

The project is 100% complete and operating.

Transient Slip Dredge Project.

Final permit drawings and application have been submitted to MDE and the USACOE

Beach Dredge Project

We are working to extend the 2009 permit so the Town can dredge the off shore area inside the sea nettle nets for beach replenishment this winter.

**CODE ENFORCEMENT REPORT
RESIDENTIAL AND BUSINESS INSPECTION**

1-Dec

| | TYPE | ACTION | OUTCOME | COMMENTS |
|----------|------|--------|---------|----------|
| VEHICLES | NONE | | | |
| BOATS | | | | |
| TRAILERS | | | | |

| | DATE | ADDRESS | ISSUES | ACTION | DATE FIXED |
|----------------------|----------|-----------------|------------------------|-----------------------------|--------------|
| VIOLATION NOTICES | 3/24/15 | 4001 2nd Street | trash/debris/cars/shed | Violation Notice | court cont |
| | 8/15/15 | 3939 5th Street | tree issues | tree to be removed by 12/17 | |
| | 7/27/15 | 4027 7th | yard, roof, fence, | met with new ow | sale pending |
| | 7/22/15 | 9212 Chesapeake | trash/debris/roof | roof completed/yard pending | |
| | 8/6/15 | 3903 1st Street | dumpster/trash/yard | corrected | |
| | 8/15/15 | 3932 3rd Street | tree issues | trimmed | |
| | 8/22/15 | 4012 2nd Street | shed/roofing/fence | trash cleaned/ rest in prog | |
| | | | | | |
| | | | | | |
| | | | | | |
| | 11/2/15 | 8820 chesapeake | trees | removal pending | |
| | 12/5/15 | 3940 2nd | trees | removal pending | |
| | 10/17/15 | 4050 8th | house, fence | letter | |
| | 9/17/15 | 3947 2nd | retaining wall | letter sent, partial compl | |
| | 9/19/15 | 8815 Frederick | outside storage | spoke with owner | |
| | | | | | |
| | | | | | |

1-Dec

| ADDRESS | DATE INSPECT | P/F | NOTES |
|--------------------|--------------|-----|-------|
| 8824 Erie Ave | 10/28/2015 | P | |
| 3768 Bedford | 10/18/2015 | P | |
| 8820 Buckingham | 9/4/2015 | P | |
| 4111 2nd Street | 8/28/2015 | P | |
| 4017 9th | 9/15/2015 | P | |
| 8914 Erie | 9/15/2015 | P | |
| 9000 Bay Ave. #110 | 10/5/2015 | P | |

MEMO

To: Mayor and Town Council
 From: Dawn Richardson
 Date: December 8, 2015
 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 2015.

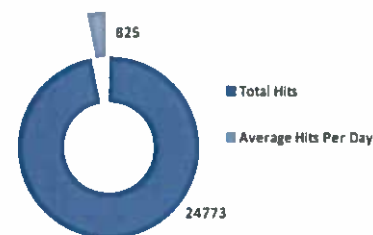
- Created display advertisements for various newspapers and Twin Beach Players.
- Created the "Have a Very Beachy Christmas" Banner for holiday photo opportunities. Created the Christmas on the Beach/Polar Bear Plunge Banner to share event information.
- Created and printed Christmas on the Beach flyers and delivered to Beach Elementary and Windy Hill Elementary for distribution in take-home folders.
- Designed the 2016 Polar Bear Plunge logo. Created all necessary flyers and registration forms for sponsorship and plunge registration. Created website links for online registration and payment.
- Prepared handouts for the Rose Haven Civic Association meeting that Mayor Frazer attended.
- Prepared slide show presentation for the Citizens' Advisory Committee to the Chesapeake Bay Program and attended with Mayor Frazer.
- Published the town newsletter.
- Prepared certificates to recognize the winners of the Halloween decorating contest.
- Daily tasks: website (updated calendar entries, created graphics for rotating banner, sent out News Around Town email blasts, uploaded council meeting packets); Facebook (created posts to promote events and pertinent town information, shared posts from town businesses on North Beach Maryland page).
- Attended various town meetings.

A LOOK AHEAD

- January 1 at 1 pm
 ANNUAL POLAR BEAR PLUNGE
 Net proceeds to benefit Calvert Meals On Wheels, Inc.



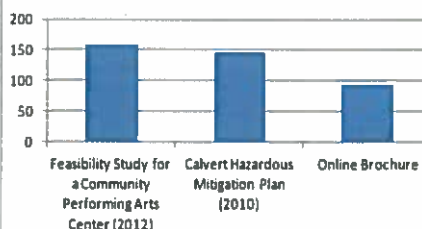
WEBSITE HITS & DOWNLOADS



After visiting homepage, top 3 pages visited



Top 3 downloads



FACEBOOK LIKES

Facebook Likes
 November 2015: 40
 Total: 6,390

