



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
February 12, 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 January 8, 2015 Town Council Meeting
- B. Approval of minutes from the February 5, 2015 Work Session

V. SCHEDULED APPOINTMENTS

- A. Ms. Nancy Valentine – Presentation of the FY 14 Financials
- B. Polar Bear Plunge Check presentation to Angel Gaither for the Autism Project

VI. PUBLIC SAFETY REPORT

VII. TREASURER'S REPORT

VIII. REPORTS

- A. Public Works Supervisor
- B. Town Engineer

IX. PUBLIC COMMENT

Mark R. Frazer, Mayor

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



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X. BOARDS AND COMMISSIONS

XI. BUSINESS ITEMS

XII. ORDINANCES AND RESOLUTIONS

XIII. MAYOR AND COUNCIL REPORTS

A. State of the Town presented by Mayor Frazer

XIV. ADJOURNMENT

XV. CLOSED SESSION MEETING

Upcoming Meetings and Events

- 1) Monday, February 16, 2015 – Town Government Closed (Presidents Day)
- 2) Monday, February 16, 2015 – Neighborhood Watch Meeting – 7:00p.m.
- 3) Sunday, February 22, 2015 – Freedom Through Flight presented by Chris Hailey – 2:00 p.m. at the Town Hall
- 4) Wednesday, February 25, 2015 – Economic Development Committee Meeting – 7:00 p.m.
- 5) Thursday, February 26, 2015 – Planning Commission Meeting – 7:00 p.m.
- 6) Thursday, February 26, 2015 – Southern Maryland Legislative Reception 7:00pm to 9:00 pm at the Lowes Annapolis Hotel
- 7) Monday, March 2, 2015 – Special Events Meeting – 7:00 p.m.
- 8) Thursday, March 5, 2015 – Work Session – 7:00 p.m.
- 9) Thursday, March 12, 2015 – Town Council Meeting – 7:00 p.m.

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

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Minutes from the January 8, 2015
Town Council Meeting
7:00 pm

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

APPROVAL OF AGENDA AND MINUTES

- a) **MOTION** made by Randy Hummel to approve the agenda as submitted.
Seconded by Ken Wilcox. **All in favor.**
- b) **MOTION** made by Gwen Schiada to approve the minutes from the
December 11, 2015 Town Council Meeting. Seconded by Randy Hummel.
Mickey Hummel abstain. **Motion carries.**

SCHEDULED APPOINTMENTS

- a) Holiday Highlight Winners: Sally Donaldson, president of the North Beach House and Garden Club was in attendance to award the prizes for the winners of the annual contest.

SHERIFF'S DEPARTMENT REPORT

- a) In December 2014 the Sheriff's Department responded to 154 calls for service in North Beach. This is up from 141 calls in November 2014.

Mark R. Frazer, Mayor

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TREASURER'S REPORT

- a) Treasurers Report: Reporting Period: 12/1/2014 – 12/31/2014: Beginning Balance; \$1,479,554.07; Total Debits: \$183,853.26; Total Credits: \$578,243.30; Ending Balance: \$1,085,164.03. **MOTION** made by Ken Wilcox to accept this report as presented. Seconded by Gwen Schiada. **Motion carries.**

REPORTS

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

BOARDS AND COMMISSIONS

- a) Appointment of Larry Russo to the North Beach Board of Appeals. There was a vacancy on the Board of Appeals due to the appointment of Bill Heiner to the North Beach Planning Commission. **MOTION** made by Ken Wilcox to appoint Larry Russo to the Board of Appeals to fill the remaining term of Bill Heiner. Seconded by Mike Benton. All in favor. **Motion carries.**

BUSINESS ITEMS:

- a) Council approval to obtain appraisals for properties located at 5th and Bay Avenue and 3rd and Chesapeake Avenue. **MOTION** made by Gwen Schiada to solicit companies who are interested in preparing appraisals of these parcels. Seconded by Randy Hummel. All in favor. **Motion carries.**
- b) Request for proposal approval for the 7th and 9th Street Outfall Project: John Hofmann and Donnie Bowen have been researching and putting a plan together to extend the outfall pipes at both locations. They are requesting approval to put an RFP together for the construction of these extensions. **MOTION** made by Greg McNeil to approve the request for RFPs. Seconded by Gwen Schiada. NOTE: The council has requested they are notified when the RFP is complete and the project is going out for bid. All in favor. **Motion carries.**

Mark R. Frazer, Mayor

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PUBLIC COMMENT:

- a) Peter Davis recommends maybe the purchase of some type of gutter guard or grate can be purchased to put over the existing pipes at 7th and 9th street to keep debris from getting in the storm drain system.

MOTION made by Greg McNeil to close the meeting at 7:46 p.m. Seconded by Mike Benton. 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



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Public Hearing opened at 7:05 p.m. by Mike Benton, Vice President of Council to take public comment on the Community Development Block Grant Application for the Autism Project. A public hearing had previously been held in December 2014 but the proper publication was not completed for the hearing. Joanne gave an overview of the project again. There were no questions or public comment. The hearing closed at 7:07 p.m.

Minutes from the February 5, 2015

Work session

Attendance: Mike Benton, Greg McNeil, Mickey Hummel, Randy Hummel, Gwen Schiada, Ken Wilcox, John Hofmann, Donnie Bowen, Joanne Hunt, Dawn Richardson and Stacy Wilkerson.

Absent: Mayor Mark Frazer and John Shay, Town Attorney

- 1) Award Contract for land appraisals: A proposal was received by one company (Gatewood, Inc.) for the land appraisals for the property located at 5th and Bay Avenue and 3rd and Chesapeake. The appraisal price of \$3500.00 will be split with RAR Associates for their land located at 3rd and Chesapeake Avenue. MOTION made by Gwen Schiada to approve the contract. Seconded by Ken Wilcox. All in favor. Motion carries.
- 2) North Beach Strategic Plan for the Mayor and Council Term from 2014 – 2015. Attached please find notes under each item discussed.

Meeting was closed on a MOTION by Greg McNeil at 8:40 p.m. Seconded by Ken Wilcox. All in favor. Meeting closes.

Mark R. Frazer, Mayor

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

Town of North Beach
Town Council Priorities
2014 – 2018

1) Economic Development Committee Recommendations

- a) Greg McNeil, Ken Wilcox, Gwen Schiada and Mike Benton (tourism & Bedroom Community)
 - Gwen would like each of the six items addressed in the report from Dr. Basu; ie: Special Events and how they impact the businesses. The Special Events Committee has asked Sharon Hall and Paulette Peterson to join the committee to help with some unforeseen problems that have arisen during events. Mickey Hummel is working on a joint meeting with the Special Events Committee, Economic Development Committee along with inviting the businesses to discuss events prior to the summer. This meeting is anticipated to be held in late March.
 - Which street will be considered the Main Street in North Beach?

2) Beautification, Sidewalks and Re-Paving

- a) Greg McNeil, Mike Benton, Mickey Hummel, Ken Wilcox and Gwen Schiada
 - The beautification of North Beach was also in the Basu report. What does beautification mean to the Town? A plan for the installation of sidewalks and repaving of streets should be completed so residents know the Town's plans.

3) Policing (Public Safety)

- a) Greg McNeil, Mike Benton and Gwen Schiada
 - Would like to update the agreement with the Sheriff's Department. Have the officers enforce more Town Ordinances and know the structure of the Department.

4) Video of Council Meetings

- a) Greg McNeil, Mickey Hummel, Mike Benton and Ken Wilcox
 - The meetings are already video taped. Should the meeting be live streamed or set up a YOUTUBE channel. Dawn and Mickey have already looked into the YOUTUBE channel. It can be done fairly easy. Dawn will speak with the website hosting company about streamlining the videos.
 - Channel 6 – Dawn will look into how we can play them on Channel 6.

5) Financial (savings incentives, debt, retirement and lower taxes)

- a) Greg McNeil and Mike Benton
 - This should be a work session item for a Saturday session.

6) Election Reform

- a) Greg McNeil
 - Greg McNeil would like to see staggered terms for Council members. At the last election there could have been a possibility of a new Mayor and four council members. Stacy will look into elections held in other Towns/Cities who have staggered terms and come back with some recommendations and/or ideas.

7) San Francisco Open Space

a) Ken Wilcox

- San Francisco has a lot of children who play in the street. The community would like to see a pocket park developed for the children at the end of the community. Ken would like the Town to continue to explore land purchase and grant opportunities for this pocket park.

8) Commission Liaisons

a) Mickey Hummel

- At one time there was a councilmember who attended the Planning Commission and Board of Appeals Meetings. He would like to see a council member appointed to do this again. This gives the Council an opportunity to know what each Commission is working on and what possibly could be coming to the Council for consideration.

Additional items discussed:

- Greg McNeil would like to have a spreadsheet of all votes to include business items, Ordinances and Resolutions.
- Conduct quarterly Saturday work session

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: February 3, 2015
To: Stacy Wilkerson
From: Corporal Thomas S. Phelps
Re: Sheriff's Office Report-North Beach

In January of 2015, the Sheriff's Office handled 168 calls for service in North Beach. This is up from 154 calls in December 2014.

(In January of 2014, the Sheriff's Office handled 168 calls for service in North Beach.)

Call Breakdown for January 2015:

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

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

Of the 168 calls, we handled:

- 3 Destruction of Property
 - Garage Door (Under Investigation)
 - Vehicle Mirror (Under Investigation)
 - Vehicle Hood (Under Investigation)

- 3 Thefts
 - Cell Phone from Purse (Under Investigation)
 - Vehicle Parts off Vehicle (Under Investigation)
 - Game Consoles from Residence (Closed by Arrest)

- 2 Dis-Orderly Arrest
- 1 Assault Arrest

Breakdown of Dispatched/Self Initiated Calls

Abandoned Vehicle – 4	Disorderly – 7	Peace/ Protective Order – 1
Accident – 2	Domestic – 9	Search Warrant – 1
Alarm – 2	Eviction – 2	Special Assignment – 3
Assault – 1	Follow Up – 3	Suicide Attempt – 1
Assist Motorist – 2	Found Property – 2	Suspicious Person – 3
Assist Other Department – 2	Fraud – 1	Theft – 3
Assist Sick – 2	Harassment – 1	Warrant Service – 1
Attempt to Locate – 5	Loud Party/Music – 2	
Burglary – 1 (Unfounded)	Neighborhood Dispute – 1	
CDS Violation – 2	Parking Complaint – 1	
Check Welfare – 3	Patrol Check – 96	
Damage to Property – 3	Police Information – 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 01/01/2015- 01/31/2015

PNC Bank:

Beginning Balance 01/01/2015	\$1,085,164.03	
Total Debits (+)	\$ 74,076.87	
Total Credits (-)	\$ 546,182.42	
Ending Balance 01/31/2015	\$ 613,058.48	Last Year: \$ 395,265.53
Investments (MLGIP/General Fund)	\$2,035,180.93	Last Year: \$ 2,684,097.62
(MLGIP/Sewer Capital)	\$ 33,990.70	Last Year: \$ 33,974.54
(MLGIP/Water Capital)	<u>\$ 7,425.54</u>	<u>Last Year: \$ 7,422.01</u>
Total Cash	\$2,689,655.65	Last Year: \$3,120,759.70

Cash receipts over \$7,500.00


\$ 53,875.50- State Gambling Revenue

Cash Disbursements over \$7,500.00

\$21,157.05- Payroll W/E 01/03/2015
 \$21,847.21- Payroll W/E 01/17/2015
 \$19,064.00- PNC Bond (BBGC Bldg)
 \$110,129.40- PNC Bond (Land Purch)
 \$50,264.40- PNC Bond (Land Purch)
 \$16,067.91- Comptroller of MD (Flush Tax)
 \$8,305.00- Southern MD Paving (Patches)
 \$12,151.38- Southern MD Recycling (Trash Contract)
 \$14,689.94- Town of Chesapeake Beach (ENR #17)
 \$53,826.34- Knee Deep Ponds (#2)
 \$10,000.00- BBD, LLP (FY 2014 Audit)
 \$85,947.59- Maryland Water Quality (Shellfish/Outfall WWTP)
 \$39,118.76- Town of Chesapeake Beach (WWTP Operation Nov/Dec)

MEMORANDUM

TO: Mayor & Town Council

FROM: John A. Hofmann, P.E. Town Engineer & Zoning Administrator 

RE: Monthly Report

DATE: February 2015

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

USACOE Wetland Revitalization Project

The Corps continues to work up their final engineering scope and costs that are needed for the agreement with the Town prior to starting design for the channels and culverts for their North Wetlands Restoration Project.

9th Street Flood Mitigation & Living Shoreline Projects

MDE has completed their staff review and is waiting for the end of the public notice period before sending their recommendation to the Board of Public Works for the issuance of a Tidal Wetlands License. It may take to mid March before the BPW action is completed.

New Fishing Platform and Renovations for Town Pier.

Don Bowen's report will cover the construction progress on the Pier by S.E. Davis. The Town has received bids for the purchase of pole and bollard lighting fixtures. The fixtures will be installed by Public Works and the Town's electrical contractor once they are delivered and after deck construction is completed in the areas where the lights will be located. The bid results will be provided to Council for approval after the staff review is completed.

Zoning Ordinance & Map

The Planning Commission plans to complete their work on the new Zoning Ordinance and Map in March prior to sending it to the Town Council in April.

Bay Front Park

Don Bowen will provide information on the status of the Water feature construction by Knee Deep Ponds. Walkway construction is being scheduled to start in March & April. .

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.

A progress meeting is being held with the SHA engineering staff on February 12th , I will provide Council an update from the meeting with SHA at your February Council meeting.

Solar Panel Project

The Town has received a \$37,000 grant from the Maryland Energy Administration (MEA) to install solar Panels on a Town building. Candidates for the solar installation are the Welcome Center storage shed and the DPW shop building. Contractor proposals for an installation at the DPW shop building are being reviewed and will be submitted to Town Council for approval in March.