

TOWN COUNCIL MEETING
NORTH BEACH TOWN HALL
January 12, 2012
AGENDA

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVE AGENDA
- IV. APPROVAL OF MINUTES
 - 1) Minutes from the December 8, 2011 Town Council Meeting
 - 2) Minutes from the December 8, 2011 Executive Session
 - 3) Minutes from the January 5, 2012 Work Session
 - 4) Minutes from the January 5, 2012 Executive Session
- V. SCHEDULED APPOINTMENTS
 - A. Sgt. Kevin Archer/Nam Knights
 - B. Winners of the Holiday Highlights Contest
 - C. John Ward presentation on "The Wreck of the Levin J. Marvel" in conjunction with Grace Mary Brady.
- VI. PUBLIC SAFETY REPORT
 - A. Sheriff's Department
 - B. North Beach Volunteer Fire Department
- VII. TREASURER'S REPORT
- VIII. REPORTS
 - A. Public Works Supervisor
 - B. Code Enforcement Officer
 - C. Town Engineer
- IX. BOARDS AND COMMISSIONS
 - A. Appointment of Jerome Hanson to the North Beach Planning Commission
- X. BUSINESS ITEMS

Note: All agendas are subject to change until meeting time.

XI. ORDINANCES AND RESOLUTIONS

- 1) Ordinance No: 11-11: An Ordinance to adopt the 2009 International Property Maintenance Code and the 2009 International Building Code for Residential and Commercial Properties. - Voting

XII. MAYOR AND COUNCIL REPORTS

- A. State of the Town

XIII. PUBLIC COMMENT

XIV. ADJOURNMENT

XIV. EXECUTIVE SESSION

Upcoming Meetings and Events
All Meeting held at the Town Hall

- 1) Monday, January 16, 2012 – Town Government
Closed for the Holiday
- 2) Monday, January 16, 2012 – Historic
Preservations Commission – 7:00 p.m. – Town
Hall
- 3) Monday, January 16, 2012 – Public Safety
Meeting – 7:00 p.m. – Town Hall
- 4) Monday, January 26, 2012 – Planning
Commission Meeting – 7:00 p.m. – Town Hall



TOWN OF NORTH BEACH

"THE JEWEL OF THE CHESAPEAKE BAY"

8916 CHESAPEAKE AVENUE

P.O. BOX 99

NORTH BEACH, MARYLAND 20714

Council Members

Mike Benton

Gregory Dotson

Gregory McNeill

Randy Hummel

Gwen Schiada

Kenneth Wilcox

Mark R. Frazer, Mayor

Minutes from the December 8, 2011

Town Council Meeting

Mayor Frazer opened the meeting with a special guest for the night Daniel Carey. He was the winner of a silent auction held by the Beach Buccaneers. He will be the Mayor for the evening.

Mayor Daniel Carey opened the meeting at 7:05 p.m.

X___ Mayor Frazer	X___ Joanne Hunt	X___ Paul Goins
X___ Mr. Benton	X___ Stacy Wilkerson	X___ John Shay
___ Mr. Dotson	X___ Donnie Bowen	X___ Dawn Richardson
X___ Mr. McNeill	X___ John Hofmann	X___ Sgt. Bowen
X___ Mr. Hummel	___ Richard Ball	X___ Special Guest Mayor Daniel Carey
X___ Ms. Schiada	X___ Mr. Wilcox	

APPROVAL OF AGENDA AND MINUTES

- MOTION made by Randy Hummel to approve the agenda as presented. Seconded by Ken Wilcox. All in favor. Motion carries.
- MOTION made by Greg McNeil to approve the Minutes from November 10, 2011, Town Council agenda as presented. Seconded by Gwen Schiada. All in favor. Motion carries.

SCHEDULED APPOINTMENTS

- Ms. Grace Mary Brady from the Bayside History Museum was in attendance with a power point presentation showing the history of Boy Scout Camp at the Camp Roosevelt since there were Boy Scout in attendance at the meeting.

PUBLIC SAFETY REPORT

- Calvert County Sheriffs Report for November 2011. In November the Sheriff's Department responded to 277 calls for service in North Beach. This is down from 277 calls in October.

Phone: 301.855.6681 or 410.257.9618

Fax: 301.855.0113

Email: northbeach@northbeachmd.org

TREASURER'S REPORT

Treasurers Report: Reporting Period: 11/1/11 – 11/30/11: Beginning Balance \$148,936.19; Total Debits: \$887,922.67; Total Credits: \$622,777.77 Ending Balance: \$ 414,081.09. MOTION made by Ken Wilcox to accept the report. Seconded by Mike Benton. Motion carries.

REPORTS:

Staff Reports: Public Works Department, Code Enforcement, Waterfront Supervisor and Town Engineer are attached to this report.

BOARDS AND COMMISSION

BUSINESS ITEMS

- 1) RFB on the Timber Breakwaters: MOTION made by Randy Hummel to move forward with the project as proposed. Seconded by Greg McNeil. All in favor. Motion carries.
- 2) RFP for additional engineering for the dike at the north end of Town: MOTION made by Gwen Schiada to move forward with the project. Seconded by Greg McNeil. All in favor. Motion carries.
- 3) Army Corp of Engineers Report: The Town has received the report. John Hofmann has put together a brief summary of the report in a consolidated form. The Town will be requesting a meeting with the Army Corp to ask specific questions of the report.

ORDINANCES AND RESOLUTIONS

- 1) Ordinance 11-11: An Ordinance to adopt the 2009 International Property Maintenance Code and the 2009 International Building Code for Residential and Commercial Properties. The Ordinance was introduced. The Ordinance will be placed on the January 2012 agenda for voting.

Meeting closed at 8:45 p.m. on a motion made by Randy Hummel. Seconded by Greg McNeil. All in favor.

Mark R. Frazer, Mayor

Stacy L. Wilkerson, Town Clerk

Minutes from the January 5, 2012 Work session

Attendance: Mayor Frazer, Mike Benton, Greg McNeil, Randy Hummel, Ken Wilcox, John Shay, Donnie Bowen, Joanne Hunt, John Hofmann, Paul Goins, Dawn Richardson and Stacy Wilkerson.

The Work Session was opened with a Public Hearing on the North Beach Comprehensive Plan. Mrs. Betty Jameson gave a timeline on the process of the Comprehensive Plan. The Planning Commission has been working on re-writing the Plan since 2008. The Planning Commission held several workshops and focus groups in regards to the Plan along with conducted several working meeting on the Plan. The Planning Commission held their Public Hearing in February 2011. After several changes to the Plan based on the Public Hearing input the Plan was sent to the Council for consideration in September 2011. Ms. Jameson explained to the Council and audience members the Council should leave the record open after this hearing for a specific time period. After that time period the Council can discuss at their work session any comments received. At that time the Council can either amend the Comp Plan or adopted what has been presented. After the adoption of the Comprehensive Plan the Zoning Ordinance should be brought into compliance with the land use map adopted by the Comprehensive Plan. John Hofmann also spoke on behalf of the Plan giving an overview of each element and why it is being incorporated into the Plan.

Public Comment:

- A) Jane Hagen, 9101 Greenwood Avenue: Is there a map of the proposed zoning change. (At this time there are no proposed zoning changes. That will take place after the adoption of the Comprehensive Plan if there are zoning changes to be made.)

There was no further comments. The Public Hearing was closed on a motion made by Randy Hummel. Seconded by Greg McNeil. The Hearing closed at 7:24 p.m.

**** NOTE**** The Public Comment Period will be open until close of business on January 31, 2012.

- 1) Proposed improvements to the existing Public Works building and the Nature Park near the Public Works Building. Donnie Bowen explained to the Mayor and Council some ideas the staff has been discussing in regards to improving the building which would include, installation of restrooms, display area and vending machine area. Council members thought it was a good use of the building and is already amazed what a coat of paint can do for the building already. There is still planning and administrative work to be done with the plan.

- 2) Town Logo: A Town logo has finally been chosen. The plain NB with The Jewel of the Chesapeake Bay beside it will be the logo. Dawn will start using this on all publications. Ken Wilcox has volunteered his time to trademark the saying "The Jewel of the Chesapeake Bay."

Meeting closed on a motion made by Randy Hummel to enter into Executive Session to discuss personnel and legal mater. Seconded by Mike Benton. Meeting closed at 7:45 p.m.

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: January 07, 2012
To: Stacy Wilkerson
From: First Sergeant Craig Bowen
Re: Sheriff's Office Report-North Beach

In December, the Sheriff's Office handled **275** calls for service in North Beach. This is down from 277 calls in November.

Call Breakdown for December:

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

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

Of the 78 calls, we handled:

- 2 Assaults (both closed by arrest)
- 0 Robbery
- 2 CDS Violation
- 4 Thefts (all under investigation)
 - *Theft of validation sticker*
 - *Theft of decorative bow*
 - *Theft of concrete pineapples from a yard*
 - *Theft of gas (drive-off)*
- 2 Burglaries (both under investigation - 1 shed, 1 residence)
- 4 Destruction of Property (2 closed 2 under investigation)
- 1 DWI

****See Page 2 for Breakdown of Dispatched/Self Initiated Calls****

Breakdown of Dispatched/Self Initiated Calls

911 hang up - 1	Eviction - 3	Protective order - 1
Accidents - 1	Firearms complaint - 2	Search Warrant - 1
Assaults - 2	Follow up - 6	Special Assignment - 1
Alarm - 7	Found/Recovered Property - 1	Summons Service - 4
Assist motorist - 4	Fraud - 2	Suspicious Person - 7
Assist Fire Dept - 1	Indecent Exposure - 1	Suspicious Vehicle - 4
Attempt to locate - 13	Loud Music - 1	Telephone Misuse - 2
Burglary - 2	Noise Complaint - 1	Theft - 7
Check welfare - 6	Parking Violation - 1	Traffic Complaint - 2
Destruction of property - 5	Patrol Checks - 170	Traffic Assignment - 1
Disorderly - 5	Person with weapon - 1	Trespassing - 2
Domestic - 2	Police Information - 2	CDS violation - 2
DWI - 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. (For example, on page 1, there are 4 actual theft calls handled for January, however, on page 2, the deputies were dispatched to 7 theft calls. The 3 remaining theft calls could have occurred in another jurisdiction, been resolved without police assistance, cancelled prior to arrival or may have been a civil issue)****

**TOWN OF NORTH BEACH
TREASURER'S REPORT**

Reporting Period 12/01/11- 12/31/11

PNC Bank:

Beginning Balance 11/30/11	\$ 414,081.09	
Total Debits (+)	\$ 175,735.62	
Total Credits (-)	\$ 297,214.81	
Ending Balance 09/30/11	\$ 292,601.90	Last Year: \$ 25,406.51
Investments (MLGIP/General Fund)	\$ 1,592,210.19	Last Year: \$1,882,630.78
(MLGIP/Sewer Capital)	\$ 383,493.68	Last Year: \$ 383,045.03
(MLGIP/Water Capital)	<u>\$ 137,254.46</u>	<u>Last Year: \$ 137,093.90</u>
Total Cash	\$ 2,405,560.23	Last Year: \$2,428,176.22

Cash Receipts over \$7,500.00

\$13,308.74- Water Bills (Audit #3570)
\$ 8,686.22- Water Bills (Audit #3564)
\$35,493.85- Calvert County Tax Payment/November, 2011
\$14,678.83- POS- Parks and Playgrounds – Wetland Overlook Reimbursement

Cash Disbursements over \$7,500.00

\$25,085.72- Payroll W/E 12/10/11
\$19,046.68- Payroll W/E 12/24/11
\$31,474.00- Post Retirement
\$ 8,817.25- PNC/Credit Cards
\$15,960.00- Southern Maryland Recycling/Trash Contract
\$ 8,671.00- Atlas Concrete Services/DPW Bldg.
\$19,888.00- Dunkirk Supply/DPW Bldg.
\$52,682.93- Stallings National Enterprises/DPW Contract
\$15,000.00- K & H Electric/DPW Contract
\$10,000.00- S.J. Johnson/DPW Contract

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Date: 1-11-12

Subject: Monthly Report

Items DPW have been working on this report period in addition to routine task.

- 1) Continuing to work on new DPW shop and address issues in order to obtain UNO permit from the county. BG & E came out on 1-5-12 and hooked up permanent power to the building and removed old meter from existing building. Fire Marshall is scheduled to do their inspection on 1-12-12. Heating and air contractor has a few days work left to complete the heat system then the trades can call for final inspections. Expect to receive UNO permit soon.
- 2) DPW has been working on all snow equipment, installing and checking operation of equipment. Going over towns snow removal procedures with staff.
- 3) DPW staff have been working on old shop in order to make room to storage of Christmas decorations. Town staff with direction of Mayor and Council also is looking into multi uses for old shop.
- 4) DPW is working with beach patrol in removal of Christmas decorations.
- 5) Had meeting with sidewalk contractor for 7th street sidewalk and anticipate starting on 1-16-12.

Code Enforcement Report - January 12, 2012

Mayor Frazer, Town Council Members

December was a slow month, with the Holiday's a minimum number of letters were sent out and no civil citations were written. Since the first of the year six civil citations were sent to property owners; one is ready to be forwarded to the Attorney for legal action.

Properties on Annapolis, 5th Street, and 7th street have been abandoned; most for a long period of time and should be resolved sometime during the first quarter of the year.

Had a citizen complaint about a Pit Bull within the Town Limits. Dog was removed from the Town 1-9-2012 by the tenant. All citizens should understand that removing a Pit Bull from within the Town limits has legal issues and the process must play its course if the owner of the dog fails to comply.

During the 2011 calendar year over 171 Rental Inspections were performed and over 300 letters, violations or civil citations were written and addressed. Some comparisons from 2010 vs. 2011 are listed below showing the focus of the department. The items listed are considered to be the most important.

	2010	2011
Exterior maintenance:	4	132
Yard maintenance:	26	32
Trees:	22	24
Citizens Complaints:	38	15
Parking:	21	13

Making the Town a better place for the citizens to live and a better place for visitors is my goal and I will continue working with the citizens and advising them of their property maintenance issues.

Respectfully Submitted:

Paul Goins, Code Enforcement officer

MEMORANDUM

TO: Mayor & Town Council
FROM: John A. Hofmann, P.E. Town Engineer & Zoning Administrator
RE: Monthly Report
DATE: January 2012

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

Timber Breakwater

Project is being advertised for bids which will be due in early February.

Concrete Work

The Contractor is scheduled to start work the week of January 16th.

ps of Engineers Wetland Revitalization

The draft of the Engineering report has been reviewed and comments sent to the USACOE. A meeting is being held with the USACOE on Friday Jan. 13th to review the comments and future steps for the Project.

DPW shop building

We are working on the design modifications for the stormwater management and updating the site plan to reflect changes associated with the retention of the existing Public Works Building.

Watershed Implementation Plan (WIP)

I am continuing to work with the County and other agencies to develop the plan needed to meet the nutrient reduction goals set for the County by the State and EPA.

9th Street Flood Mitigation Project

A Request for Proposals (RFP) has been issued for additional engineering consultation on the design. Proposals are to be submitted to the Town by the end of January.

TOWN OF North Beach, Maryland
8916 Chesapeake Avenue
North Beach, Maryland

December 8, 2011

ORDINANCE NO: 11-11

AN ORDINANCE TO ADOPT THE 2009 INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE 2009 INTERNATIONAL BUILDING CODE FOR RESIDENTIAL AND COMMERCIAL PROPERTIES AS THE CONTROLLING MAINTENANCE AND BUILDING CODES IN THE TOWN OF NORTH BEACH, MARYALND.

WHEREAS, in May 2003, the Mayor and Town Council of the Town of North Beach adopted Ordinance 03-02 which adopted the 2003 International Property Maintenance Code. This Code continues to govern property maintenance issues in the Town of North Beach; and

WHEREAS, there is now a 2009 International Property Maintenance Code which has recently been adopted by Calvert County and is used as the controlling property maintenance code throughout the County; and

WHEREAS, the Town now wishes to update its International Property Maintenance Code by adopting the 2009 addition of the International Property Maintenance Code which will bring it into sync with the County Property Maintenance Code; and

WHEREAS, currently new construction in the Town of North Beach is governed by the 2009 International Building Code for Residential and Commercial Properties and that Code is administered and enforced by Calvert County on behalf of the Town of North Beach. However, the Town has not officially adopted that building code so as to be able to enforce certain provisions of it on its own; and

WHEREAS, the most important section of the International Building Code for Residential and Commercial Properties which the Town would like to be able to enforce are those provisions governing existing properties. If the Town were to adopt the Code, the County would continue to govern new construction and issue permits but the Town would be empowered to enforce violations regarding building already in existence.

WHEREAS, based on the above, the Mayor and Town Council of the Town of North Beach have determined that it is in the best interest of the citizens of the Town of North Beach to adopt the 2009 International Property Maintenance Code and the 2009 International Building Code for Residential and Commercial Properties.

NOW, THEREFORE, it is this _____ day of _____ by the Mayor and Town Council of the Town of North Beach ORDAINED that the 2003 edition of the International Property Maintenance Code adopted by the Mayor and Town Council through Emergency Ordinance 03-02 is hereby repealed in its entirety.

The Mayor and Town Council of the Town of North Beach does ordain as follows:

Section 1. That the 2009 edition of the International Property Maintenance Code regulating and governing the conditions and maintenance of all property, buildings and structures within the Town of North Beach is hereby adopted as the Property Maintenance Code of the Town of North Beach, Maryland;

Section 2. That the 2009 International Building Code for Residential and Commercial Properties is hereby adopted as the governing building code for the Town of North Beach, Maryland. Under the provisions of this Ordinance, Calvert County, Maryland will continue to inspect and issue permits for new buildings within the Town of North Beach but the Town will be empowered to enforce the provisions of the Code for existing properties.

Section 3. That the 2003 International Property Maintenance Code and the 1990 BOCA building code now in effect in the Town of North Beach are both repealed in their entirety.

Section 4. That nothing in the Ordinance, or in the Property Maintenance Code, hereby adopted shall be construed to effect any suit or proceeding pending in any Court or any rights acquired or liability incurred or any cause or causes of actions acquired or existing under any act or Ordinance hereby repealed as cited in Section 1 of this Ordinance nor shall a just or legal right or remedy of any character be lost, impaired or effected by this Ordinance.

Section 5. Attached to this Ordinance as Exhibits 1 and 2 and officially made a part hereof, are copies of the 2009 International Property Maintenance Code and the 2009 International Building Code for Residential and Commercial Properties.

AND BE IT FURTHER ORDAINED, that upon passage of this Ordinance the same shall be authenticated by the signature of the Mayor and Town Clerk to be recorded among the Town books kept for that purpose and that a certified copy of this Ordinance shall be posted and advertised pursuant to Section 19-311 of the Town Charter.

AND, BE IT FURTHER ORDAINED that this Ordinance shall become effective on the ____ day of _____, 2012 after having been read at two successive Town Council meetings Pursuant to 19-311 of the Town Charter.

By order of the Mayor and Council

Mark R. Frazer, Mayor

ATTEST:

Stacy Wilkerson, Town Clerk
Town of North Beach