



*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](http://www.northbeachmd.org)

**TOWN COUNCIL MEETING  
NORTH BEACH TOWN HALL  
January 8, 2015  
7:00 p.m.**

**I. PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**

**III. APPROVE AGENDA**

**IV. APPROVAL OF MINUTES**

A. Minutes from the December 11, 2014 Town Council Meeting

**V. SCHEDULED APPOINTMENTS**

A. Holiday Highlight Winners

**VI. PUBLIC SAFETY REPORT**

**VII. TREASURER'S REPORT**

**VIII. REPORTS**

- A. Public Works Supervisor
- B. Code Enforcement Officer
- C. Town Engineer

**IX. BOARDS AND COMMISSIONS**

A. Larry Russo appointment to the Board of Appeals

**Mark R. Frazer, Mayor**

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



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## **X. BUSINESS ITEMS**

- A. Council approval to obtain appraisals for properties located at 5<sup>th</sup> and Bay Avenue and 3<sup>rd</sup> and Chesapeake Avenue
- B. Request For Proposal approval for the 7<sup>th</sup> and 9<sup>th</sup> Street Outfall Project

## **XI. ORDINANCES AND RESOLUTIONS**

## **XII. MAYOR AND COUNCIL REPORTS**

## **XIII. PUBLIC COMMENT**

## **XIV. CLOSED SESSION MEETING IF NEEDED**

## **XV. ADJOURNMENT**

### **Upcoming Meetings and Events**

- A) Saturday, January 10, 2015 – Planning Commission Work Session – 9:00 a.m.
- B) Monday, January 19, 2015 – Town Government Closed
- C) Monday, January 19, 2015 – Public Safety Meeting – 7:00 p.m.
- D) Thursday, January 22, 2015 – Planning Commission Meeting – 7:00 p.m.
- E) Sunday, January 25, 2015 – Bayside History Museum Lecture – Entertaining the Troops presented by: Vincent Turner – 2:00 p.m. – 3:00 p.m. at the North Beach Town Hall
- F) Wednesday, January 28, 2015 – Economic Development Committee Meeting – 7:00 p.m.
- G) Monday, February 2, 2015 – Special Events Meeting – 7:00 p.m.
- H) Thursday, February 5, 2015 – Work Session – 7:00 p.m.
- I) Thursday, February 12, 2015 – Town Council Meeting – 7:00 p.m.

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

**Mark R. Frazer, Mayor**

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



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**Public Hearing**  
**December 11, 2014**  
**7:00 p.m.**

**Community Development Block Grant Application for the Autism Project**

The Public hearing was opened at 7:00 pm with an overview given by Joanne Hunt on the project. The Town is assisting the Autism Project with applying for grant monies in the amount of \$225,000. The construction of a single family home is being constructed at 9310 Dayton Avenue.

**Public Comment:**

- a) Chip Gaither: Mr. Gaither is the director of the Autism Project. He explained to the audience the house will be used for four young men who have been involved in the Autism Project since they have been young children. The Autism Project has prepared these young men to live an independent life without their parents. All young men are gainfully employed and will be a good fit into the community.
- b) Norma Jean Smith: She is in favor of this project and the town supporting it and looks forward to getting to know the young men in the community.
- c) Anthony Klemens: Is this a pilot program or any other program in the state like this? Chip Gaiter explained there is no other house like this one in the State of Maryland that he is aware of.
- d) Sgt. Dave Payne: Sgt. Payne explained there is mandated training in the State of Maryland in working with Autistic individuals in the community. He is certified and teaches this class.

Public hearing closed at 7:20 p.m.

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Minutes from the December 11, 2014  
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 Mike Benton. **All in favor.**
- b) **MOTION** made by Ken Wilcox to approve the minutes from the October 9, 2014 Town Council Meeting. Seconded by Randy Hummel. All in favor. **Motion carries.**
- c) **MOTION** made by Ken Wilcox to approve the minutes from the December 4, 2014 Work Session. Seconded by Mickey Hummel. All in favor. **Motion carries.**

SHERIFF'S DEPARTMENT REPORT

- a) In October 2014 the Sheriff's Department responded to 179 calls for service in North Beach. This is up from 169 calls in September 2014.
- b) In November 2014 the Sheriff's Department responded to 141 calls for service in North Beach. This is down from 179 calls in October 2014.

Mark R. Frazer, Mayor

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



## TREASURER'S REPORT

- a) Treasurers Report: Reporting Period: 10/1/2014 – 10/31/2014: Beginning Balance; \$79,791.88; Total Debits: \$1,410,549.71; Total Credits: \$377,941.25; Ending Balance: \$1,112,400.34. **MOTION** made by Ken Wilcox to accept this report as presented. Seconded by Mickey Hummel. **Motion carries.**
- b) Treasurers Report: Reporting Period: 11/1/2014 – 11/30/2014: Beginning Balance; \$1,112,400.34; Total Debits: \$669,189.51; Total Credits: \$302,035.78; Ending Balance: \$1,479,554.07. **MOTION** made by Mickey Hummel to accept this report as presented. Seconded by Ken Wilcox. **Motion carries.**

## REPORTS

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

## BOARDS AND COMMISSIONS

- a) Reappointment of Jerome Hansen to the Planning Commission: **MOTION** made by Ken Wilcox to reappoint Jerome Hansen to a new 5 year term to the Planning Commission. Seconded by Mickey Hummel. All in favor. **Motion carries.**
- b) Appointment of Bill Heiner to the Planning Commission: **MOTION** made by Randy Hummel to fill the vacancy left from Mickey Hummel who was elected Councilman. Seconded by Ken Wilcox. **All in favor.**

## BUSINESS ITEMS:

- a) Election of Vice President to the Council – Mayor Frazer announced this position would now become a yearly position with the VP being chosen in December each year for the following year. **MOTION** made by Ken Wilcox to nominate Mike Benton for the Vice President position. Seconded by Randy Hummel. All in favor. **Motion carries.**

Mark R. Frazer, Mayor

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## ORDINANCES AND RESOLUTIONS:

- a) Resolution 14-05: Community Development Block Grant Application for Autism Project:  
MOTION made by Randy Hummel to pass Resolution 14-05. Seconded by Ken Wilcox. All in favor. Motion carries.

MOTION made by Ken Wilcox to close the meeting at 8:10 p.m. and enter into Executive Session to discuss a real estate matter. 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

# Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: January 5, 2015  
To: Stacy Wilkerson  
From: Corporal Thomas S. Phelps  
Re: Sheriff's Office Report-North Beach

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In December of 2014, the Sheriff's Office handled 154 calls for service in North Beach. This is up from 141 calls in November 2014.

(In December of 2013, the Sheriff's Office handled 160 calls for service in North Beach.)

### Call Breakdown for December 2014:

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

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

Of the 154 calls, we handled:

- 4 Destruction of Property
  - Spray Painted Vehicle (Under Investigation)
  - Spray Painted Fence (Under Investigation)
  - Spray Painted House (Under Investigation)
  - Spray Painted Shed (Under Investigation)
  
- 1 Thefts
  - Christmas Tree Stolen from Yard (Under Investigation)

**Breakdown of Dispatched/Self Initiated Calls**

Alarm – 4	Parking Complaint – 1	
Animal Complaint – 1	Patrol Check – 93	
Assist Other Department – 2	Person with Weapon – 2 (Unfounded)	
Assist Sick – 3	Police Information – 5	
Attempt to Locate – 4	Special Assignment – 7	
Check Welfare – 1	Suicide Attempt – 1	
Damage to Property – 6	Suspicious Person – 2	
Domestic – 9	Suspicious Vehicle – 2	
Eviction – 2	Theft – 1	
Firearms Complaint – 1	Traffic Complaint – 4	
Follow Up – 1	Traffic Enforcement – 1	
Neighborhood Dispute – 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 12/01/2014- 12/31/2014

## **PNC Bank:**

Beginning Balance 12/01/2014	\$1,479,554.07	
Total Debits (+)	\$ 183,853.26	
Total Credits (-)	\$ 578,243.30	
Ending Balance 12/31/2014	\$1,085,164.03	Last Year: \$ 188,992.82
Investments (MLGIP/General Fund)	\$2,035,092.65	Last Year: \$ 2,683,966.01
(MLGIP/Sewer Capital)	\$ 33,989.23	Last Year: \$ 33,972.87
(MLGIP/Water Capital)	<u>\$ 7,424.97</u>	<u>Last Year: \$ 7,421.65</u>
Total Cash	\$3,161,670.88	Last Year: \$2,914,353.35

## **Cash receipts over \$7,500.00**

\$ 27,290.70- NFWF Grant Reimb. (Living Shoreline)  
\$ 14,800.44- Calvert County Tax Payment.- Nov

## **Cash Disbursements over \$7,500.00**

\$22,890.86- Payroll W/E 12/06/2014  
\$22,012.57- Payroll W/E 12/20/2014  
\$20,665.61- Suntrust (Ob#18)  
\$12,151.38- Southern Maryland Recycling  
\$82,152.66- Town of Chesapeake Beach (O&M Sept & Oct / ENR #16)  
\$31,819.03- State Retirement System (Annual Contribution)  
\$85,103.50- Calvert County Treasurer (Deputy Agreement)  
\$27,290.70- Environmental Concerns (Living Shoreline)  
\$123,750.00- S.E. Davis (Pier /Lower Level Rehab)  
\$20,557.93- Town of Chesapeake Beach (ENR #18)

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Date: 1-6-2015

Subject: Monthly Report

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

- 1) The fishing pier project is moving as expected for this time of year. To date the contractor has installed all but two of the pilings required for the pier project. The contractor has supplied a pile driving data record for all pilings driven to date and report has been verified by DPW and town engineer. The next task on the contractors schedule is construction of the breakwater located under the tee section of the pier. Set up work has started on this phase. I have been working with town staff and Mayor on a new lighting design for the pier and have a package ready to go out to bid for lighting fixtures.
- 2) Third street park construction is moving along. Pond contractor has installed underlayment and pond liner for water feature. Contractor has also placed about 60% of stone related to water feature for the park. DPW had 20 loads of fill dirt brought in and graded Gazebo area to sub grade in preparation for concrete work.
- 3) I have been working with Mayor and staff on indentifying and lying out trail extension from Wetlands Overlook Park to property located north of the Burnt Oaks sub division. This trail extension will allow for a wooded section to travel along the marsh and view wetland area plants and wildlife. DPW has started on clean up of this area.
- 4) I have been working with Mr. Hoffman on a list storm water projects for next year's budget. Mr. Hoffman to provide details in his report.
- 5) Had a minor snow event on 1-6-2015 with less than 1.5 inches of snow. Public work's crew treated roadways with salt.

## MEMORANDUM

TO: Mayor & Town Council

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

RE: Monthly Report

DATE: January 2015

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

### USACOE Wetland Revitalization Project

The Corps is continuing 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.

### 9<sup>th</sup> Street Flood Mitigation & Living Shoreline Projects

MDE has completed their staff review and is putting the project on Public Notice which will now end in February. After the public notice period ends, the permit for both the Living Shoreline & the Flood dike will be issued and construction will be started by Environmental Concerns.

### New Fishing Platform and Renovations for Town Pier.

Don Bowen's report will cover the construction progress on the Pier by S.E. Davis. We have prepared specifications that are being advertised 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.

### Zoning Ordinance & Map

The Planning commission is working on drafting changes to the Zoning ordinance and Map to be recommended to Town council. The Commission plans to hold a work session on January 10, 2015 to review a draft of the new Ordinance.

### 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 early Spring.

### 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 9<sup>th</sup> St and 7th Street in the vicinity of Atlantic Ave. A separate memo is being provided for this project.

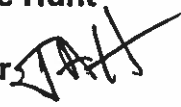
### Maryland SHA Rt. 261 Upgrade Project.

The SHA staff engineer reports that SHA has developed the hydraulic model that will be used to determine the scope of the SHA improvements that will be recommended as part of their ongoing feasibility study. SHA will be developing a list of options in January after which there will be more work to complete the study and develop a final recommendation for what SHA will do to upgrade Rt. 261 between 9<sup>th</sup> St. & the Anne Arundel County line.

# Memo

**TO:** Mayor & Town Council

**CC:** Don Bowen, Stacy Wilkerson & Joanne Hunt

**FROM:** John A. Hofmann, P.E. Town Engineer 

**RE:** Storm drain Outfalls for 9<sup>th</sup> & 7<sup>th</sup> Streets at Atlantic Ave.

**DATE:** January 6, 2015

In our review of the storm drainage needs of the Town, Don Bowen and I have identified the need to improve the storm drain outfalls at the subject locations

## Background

The outfall at 9<sup>th</sup> Street handles drainage from along 9<sup>th</sup> street from a point west of Frederick Avenue to Atlantic Avenue. The drainage is through a 42" pipe that protrudes through the stone revetment. At 9<sup>th</sup> St. & Atlantic Ave. there is a metal flap gate on the 42" pipe that is designed to prevent bay water from backing up into the storm drain system. The metal flap gate is about 25-30 years old and over the years has lost its ability to close tightly and function to stop higher bay levels from backing up into the drain system and causing flooding in the low areas of 9<sup>th</sup> Street near Annapolis Avenue.

The outfall at 7<sup>th</sup> Street carries drainage from the area along 7<sup>th</sup> Street from a point west of Dayton Avenue to Atlantic Avenue. The discharge is through a 36" pipe that protrudes through the stone revetment into the Bay. Unlike 9<sup>th</sup> Street there is no flap gate or back water valve on the 7<sup>th</sup> Street 36" discharge line. However, prior to the now this has not been a major problem except on a few occasions because normal Bay levels are below the lowest elevation for 7<sup>th</sup> Street at Bay Avenue.

### Problem

The failing flap gate at 9<sup>th</sup> Street is an important concern since once the flood dike is built to prevent overland flooding from the Bay from getting to the low area of 9<sup>th</sup> Street, the protection the flood dike provides will be compromised by flooding caused by higher Bay levels backing up through the flap gate and through the storm drain system to flood the 9<sup>th</sup> Street area.

Without a flap gate at 7<sup>th</sup> Street, more sea level rise and higher tide anomalies will cause future flooding of the 7<sup>th</sup> & Bay Ave. intersection.

### Additional Issue

Public Woks has observed that there is a lot of sediment collecting in the storm drain lines between Bay Ave and the outfalls at 9<sup>th</sup> & 7<sup>th</sup> Street. This sediment which is more than half the height of the pipe in some places has a significant impact in reducing the storm drain capacity and is also contributing to the level of current and future flooding along 7<sup>th</sup> & 9<sup>th</sup> Sts.

### Proposed Project

To address the potential flooding issues discussed above for the 9<sup>th</sup> and 7<sup>th</sup> streets areas, a project is being developed that will include the following activities:

1. Replace the failing metal flap gate at 9<sup>th</sup> St. with a new duck bill back water valve similar to the one at the end of the 5<sup>th</sup> St. outfall
2. Install a new duckbill back water valve at the 7<sup>th</sup> St. outfall
3. Remove all the sediments in the storm drains between Bay Ave. and Atlantic Ave.

### Cost Estimate

The current preliminary cost estimate for the above noted work is \$250,000

### Path Forward

Staff recommends that the design process be continued and at a point it is completed enough for bidding, requests contractor proposals to determine costs for budgetary and contracting purposes.

**CRITICAL ELEVATIONS****North Beach outfalls****1/7/15**

<b><i>Location</i></b>	<b><i>Elevation</i></b>
street grade 7th & Bay	2.6
Street Grade low point 9th St at Annapokis	1.7
normal mean high water	0.4
flood tide 2.5' above normal	2.9
top flood dike	3.5