# JOINT PUBLIC HEARING WITH THE NORTH BEACH TOWN COUNCIL AND THE NORTH BEACH PLANNING COMMISSION COMPREHENSIZE RE-ZONING ORDINANCE 7:00 P.M.

### TOWN COUNCIL MEETING NORTH BEACH TOWN HALL January 14, 2016

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVE AGENDA
- IV. APPROVAL OF MINUTES
  - a. Approval of minutes from the December 10, 2015 Town Council meeting
  - b. Approval of minutes from the January 7, 2016 Work Session
- V. SCHEDULED APPOINTMENTS
  - a. Holiday Highlight Winners Announced
  - b. Presentation of check to Calvert Meals on Wheels from the Polar Bear Plunge
- VI. PUBLIC SAFETY REPORT
- VII. REPORTS
  - a. Treasurer
  - b. Marketing
  - c. Public Works Supervisor
  - d. Town Engineer
  - e. Code Enforcement
- VIII. PUBLIC COMMENT
- IX. BOARDS AND COMMISSIONS

Mark R. Frazer, Mayor

#### **BUSINESS ITEMS**

- a. Security Camera Contract for Overlook Park/Public Works Building
- b. Request for Proposals for the Storm water/Sidewalk project on Dayton Avenue between 5<sup>th</sup> and 7<sup>th</sup> Street
- c. Request for Proposals for the North Beach Website
- X. ORDINANCES AND RESOLUTIONS
- XI. MAYOR AND COUNCIL REPORTS
- XII. ADJOURNMENT
- XIII. EXECUTIVE SESSION IF NEEDED

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

#### **Upcoming Meetings and Events**

- 1) Monday, January 18, 2016 Town Government Closed
- 2) Sunday, January 24, 2016 Don Shomette Lecture: Pirates on the Chesapeake 2:00 p.m. Town Hall
- 3) Wednesday, January 27, 2016 Economic Development Committee 7:00 p.m.
- 4) Thursday, January 28, 2016 Planning Commission 7 pm
- 5) Tuesday, February 2, 2016 Environmental Committee -7 pm
- 6) Thursday, February 4, 2016 Work Session 7 pm



#### **TOWN COUNCIL MINUTES- DECEMBER 10, 2015**

Meeting called to order by Mayor Frazer at 7:03pm. Michael Hartman was asked to lead the Pledge of Allegiance.

Present were:

Mayor Frazer Gwen Schiada Mickey Hummel Randy Hummel John Shay Joanne Hunt Donnie Bowen John Hofmann Ronnie Naughton Marsha Stiner

Councilman McNeill arrived at 7:08pm and Councilman Wilcox arrived at 7:14pm.

As Councilmen Wilcox and McNeill were not present at the opening of the meeting, the Mayor proceeded to introduce Ms. Jennifer Faulkner of Calvert County Health Promotions. Ms. Faulkner gave her presentation on the awareness of illegal sales of tobacco in the State of Maryland. She explained that Federal law states "no sales of tobacco be made to anyone under the age of 18 years". There are to be random compliance checks made by the police and the charge of selling to minors will be reduced from a criminal to a civil offense with fines to be assessed. Repetitive offenders can ultimately lose their tobacco license. Making sure business owners are aware of the consequences is the goal of the Calvert County Health Promotions. All owners are encouraged to check ID's. Maryland was the only state out of compliance.

The Mayor then moved on to the Public Safety report which was given by Sgt. Naughton. There were 120 calls in November, down from 150 in October. They have received information about the vandalism and theft at the Sunrise Garden Park which will hopefully, close the case with an arrest. They have cause to believe the damage at Wetlands Park and Sunrise Garden are related to the same individual. The new security cameras at Sunrise Garden are working as they should. He also stated that e-cigs could be used to smoke marijuana and the police would not recognize the smell because of the flavored e-cigs.

The Mayor stated that this is a good thing (hopeful apprehension of the perpetrator) and perhaps the eventual installation of the proper cameras at the Wetlands Park will be just as useful.

The Mayor asked for a Motion to approve the agenda. K. Wilcox made the motion and R. Hummel seconded. All voted "aye". The Mayor asked for a motion to approve the minutes from the November 12, 2015 council meeting. G. Schiada made the motion and R. Hummel seconded. All voted "aye".



The Mayor then asked for the Treasurer's report and Ms. Hunt presented the report. A motion to approve was made by R. Hummel, seconded by K. Wilcox and all voted "aye".

The DPW report was presented by D. Bowen. He showed the council members the camera set up at Sunrise Garden Park. His report is included in the packet. It includes the paving completion between 2<sup>nd</sup> and 3<sup>rd</sup> St. on Frederick. It also includes the leaf vacuuming throughout Town and the purchase of adhesive STOP signs. The hydrant flushing was done and the Solar Project at DPW has been completed and is up and working. There had been some water meters replaced at San Francisco and they would be giving a new punch list to the contractor.

The Mayor asked about the final construction at San Francisco. Bowen responded with "the site work is not yet completed; that it may be another 2 months and then the paving will be done". Because of improper meter installation by the contractor, the water meters malfunctioned and some needed to be replaced.

J. Hofmann, Town Engineer, gave his report. He stated the USACOE has not completed their design effort for Town approval for the Wetland Revitalization Project. Materials are being stored at the Loveless property for the flood dike project. Design is underway for the Dayton Ave. sidewalk project and SHA has not provided any additional designs for the Rt. 261 upgrades. Final drawings/application have been submitted to MDE and the USACOE for the transient slip dredge project and we are trying to get the 2009 permit for beach replenishment extended so we can dredge the shore area.

The Code Enforcement report was displayed for all to read as was the Marketing report.

The floor was then opened for Public comment. Linda Kerns of the Neighborhood Watch Program presented Certificates of Appreciation to several members of the audience. She felt they had accomplished what they had set out to do. Their Mission Statement and goal was to get more residents to joins forces with them. Membership increased from 9 to 119. They have joined forces with the Economic Committee. They have created a newsletter; which is on the website. They feel they have played a great part in the eviction of several drug offenders.

The Mayor congratulated them for a job well done!

The Mayor spoke about the Performing Arts Committee and asked that a feasibility report and RFP for the PAC be submitted at a meeting on December 18<sup>th</sup>. The Mayor asked for a motion. Schiada made the motion and Wilcox seconded. A vote was taken and all voted "aye".



The footprint of section R-2 zoning area was discussed with two options to the Planning Commission's proposal for the R-2 Zoning District; but the suggestion of having the public weigh in on all options was made. A motion to submit the zoning ordinance for a public hearing was made by R. Hummel with a second by K. Wilcox. Before the vote was taken, K. Wilcox asked for an amendment to add an option to eliminate the R-2 District. The motion was made by R. Hummel to include Wilcox's amendment and seconded by K. Wilcox. A vote was taken on the amendment that was unanimous and a vote was taken on the motion which also was unanimous.

A decision was made to discuss the sidewalk project for Dayton Avenue and the Environmental and EDC proposal at the January Work Session.

The Council gave their reports with wishes for a Merry Christmas and M. Hummel reminded everyone of the Polar Bear Plunge on January 1, 2016 at 1:00pm. He also reminded folks of the Holiday Highlights on December 20<sup>th</sup> when homes and businesses will be judged for their holiday decorations.

The Mayor thanked the DPW and the waterfront personnel for the wonderful job they did for Light the Town and the Christmas Parade. Both events were flawless. He also reminded folks of the Twin Beach Players rendition of "A Christmas Carol", which is being presented through this Sunday afternoon at the BBGC. He encouraged all to go and that Sid Curl had done a wonderful job; therefore, urging the new building for the troupe.

The Mayor then asked for a motion to adjourn with an executive session to discuss personnel be held immediately after the council meeting. R. Hummel made the motion and K. Wilcox seconded. All voted "aye" and the meeting adjourned at 8:20pm.

Minutes were taken by Marsha Stiner, Secretary in lieu of Stacy Wilkerson, Town Clerk's absence.



#### Minutes from the January 7, 2016

#### Work session

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

1) Sidewalk Plan for Dayton Avenue between 5<sup>th</sup> and 7<sup>th</sup> Street: John Hofmann gives an overview of the project to include:

Sidewalk to start at 5<sup>th</sup> and Dayton on the west side, curbage at the alleys, pedestrian ramps across the roads – project is handicapped assessable;

No resurfacing of the entire road. Just one portion. John stated that most of the road is still in good condition. Some milling will need to be done to accommodate the sidewalk and curbing.

Estimate given by John Hofmann and Donnie Bowen is approximately – 72,000 includes materials and labor.

At the direction of the Mayor, this project will be placed on the January Town Council Meeting to move forward with an RFP to obtain pricing on the work Public Works cannot perform.

#### 2) EDC/Environmental Committee Beautification Plan

- a) Floating dock/pier: The EDC proposes to install a floating dock off the Town pier that is ADA accessible for a kayak launch. John Hofmann is working with Karen Molines, Jeff Noyes and Donnie Bowen along with a company who sells the ramps. They will put a plan together for the installation. At the February Work Session the Mayor and Council are requesting prices, permitting (if required) and a plan for the installation.
- b) Streetscape: The EDC would like to explore further the information provided in the Certified Planner Association Plan to include, tree wells, signage, sidewalks and entrance sign at 1<sup>st</sup> and Chesapeake. This plan will include Chesapeake Avenue.
- c) Banners and Flags: The committee proposes to install a total of 26 banners the location of these banners will designate the center of Town. New poles will need to be installed for these banners. The Mayor directed the committee to meet with Donnie Bowen to look at the proposed locations. A budget needs to be completed to include the poles and banners.

Meeting close at 8:03p.m.

## Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: January 12, 2016

To: Stacy Wilkerson

From: Corporal Thomas S. Phelps

Re: Sheriff's Office Report-North Beach

In December of 2015, the Sheriff's Office handled 144 calls for service in North Beach. This is up from 120 calls in November 2015.

(In December of 2014, the Sheriff's Office handled 154 calls for service in North Beach.)

Call Breakdown for December 2015:

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

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

Of the 144 calls, we handled:

- 2 CDS Violations (2 Oxycodone) (Closed by Arrest)
- 1 Fatal Overdose (Heroin)
- 2 DUI Arrests

Alarm – 6	Littering – 1	Traffic Complaint – 3
Assault – 1	Loud Party/ Music – 2	Traffic Control – 1
Assist Other Dept – 1	Mental Subject – 1	Traffic Enforcement – 7 (Stop Sign Enforcement)
Assist Sick/Injured – 3	Missing Person – 1	Trespassing – 1
Attempt to Locate – 3	Parking Complaint – 2	Unknown Problem – 2
CDS Violation – 1	Patrol Check – 67	
Check Welfare – 8	Police Information – 7	
Destruction of Property – 1	Special Assignment – 4	
Disorderly – 4	Summons Service – 1	
Domestic – 4	Suspicious Person – 3	
Escort – 1	Suspicious Vehicle – 1	
Follow Up – 5	Theft – 2	

<sup>\*\*</sup>Note – The reportable incident totals on page 1  $\underline{may}$  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 11/01/15- 11/30/15

#### PNC Bank:

Beginning Ba Total Debits ( Total Credits	•	\$1,245,274.16 \$ 599,872.59 \$1,533,748.00	
Ending Balan	ce 11/30/15	\$ 311,398.75	Last Year: \$ 1,479,554.07
Investments Total Cash	(MLGIP/General Fund) (MLGIP/Sewer Capital) (MLGIP/Water Capital)	\$2,536,192.94 \$ 34,008.59 \$ 7,429.45 \$2,885,347.31	Last Year: \$ 2,035,024.75 Last Year: \$ 33,988.10 Last Year: \$ 7,424.97 Last Year: \$3,555,991.89

#### CASH RECEIPTS OVER \$7,500.00

- \$ 27,664.00- MD-15-CD Draw #1
- \$ 10,317.42- Comcast 1<sup>st</sup> Qtr. FY 2016
- \$ 27,000.00- Transfer from CC to General
- \$200,000.00- Transfer from MLGIP to 9931
- \$150,877.53- Calvert County Tax Payment/October/Hotel Tax
- \$ 50,829.36- Local Income Tax/November 2015

#### CASH DISBURSEMENTS OVER \$7,500.00

- \$ 27,934.74- Payroll W/E 11/07/2015
- \$ 28,806.42- Payroll W/E 11/23/2015
- \$ 15,610.00- City Electric Supply
- \$ 8,840.00- Greenstreet Growers- Sunrise Garden
- \$ 12,418.26- Southern Maryland Recycling- Trash contract
- \$ 20,001.97- John A. Hofmann- Services
- \$ 49,434.07- Town of Chesapeake Beach- WWTP
- \$ 44,103.03- Town of Chesapeake Beach- WWTP
- \$ 7,968.00- Victor Stanley- Trash receptacles
- \$ 18,500.00- Solartech, Inc.- Solar panels/4030 11th St.
- \$ 73,516.20- SE Davis Construction, LLC- Additional expense for pier refinishing
- \$ 8,319.00- WABC- Accounting services

## **MEMO**

To:

Mayor and Town Council

From:

Dawn Richardson

Date:

January 12, 2016

RE:

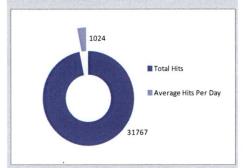
Monthly Report

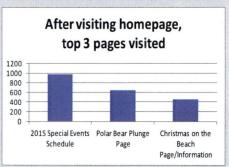
Below you will find the tasks I have performed and any insights that pertain to marketing and public relations for the Town of North Beach during the month of December 2015.

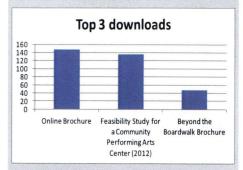
- Discussed weddings, logistics and plans to kick off the 2016
   Weddings by the Bay. Revised the DRAFT wedding brochure.
- Attended and photographed Light Up the Town and the Holiday Parade. Prepared hot chocolate for each event.
   Uploaded photos to Facebook and shared via News Around Town email from the town website.
- Printed flyers and promoted the Holiday Highlights contest and judging for the North Beach House & Garden Club.
- Received news that the Town of North Beach won in a few categories for the annual Bay Weekly Best of the Bay contest. (Best Bay Beach, Best Town or Neighborhood, and Best Farmers Market). Other town winners are Best Mexican Restaurant and Best Margarita: Plaza Mexico; Best Community Event: End Hunger Dragon Boat Festival; and Best Romantic Dinner: The Westlawn Inn.
- North Beach was chosen as the #1 Christmas Town in Maryland. How exciting!
- Designed the 2016 Polar Bear Plunge t-shirt. Designed the 2016 event sponsor banner (total of 26 sponsors this year). Processed pre-registrations and sponsorships. Delivered sponsor t-shirts. Printed personalized certificates for registered plungers. Packaged shirts and certificates to be delivered at the event. Made hot chocolate. Attended and photographed the event. There were 345 plungers and the net proceeds will be given to Calvert Meals on Wheels, Inc.
- Designed the main sign for Sunrise Garden. Worked with the sign company on revisions, etc.
- Review, edit and take new photos for the "then and now" storyboard.
- · Researched additional means of advertising.
- 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).



## WEBSITE HITS & DOWNLOADS







#### **FACEBOOK LIKES**



#### **MEMORANDUM**

TO:

**Mayor & Town Council** 

FROM:

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

RE:

Monthly Report

DATE:

January 2016

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

#### **USACOE** Wetland Revitalization Project

We will not have any more to report on th Corps 'Section 510 North Beach Shoreline Protection and Wetland Restoration Project until there is a decision on the scope of improvements under the State Highway Administration project for MD Rt. 261 north of 9<sup>th</sup> St.

#### 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 to reestablish any plantings that do not survive the winter months. EC is on site for the Flood Dike Project and will complete the sample section near Annapolis Ave. as an initial phase of the work in by the week of January 18<sup>th</sup>.

#### Zoning Ordinance & Map

After completion of the Public hearing on January 14<sup>th</sup>, The Planning Commission will meet to make their recommendation to Town Council on adoption of the new Zoning Ordinance

#### **Drainage & Roadway Projects**

Design is continuing for the Dayton Ave. sidewalk Project A memo has been prepared on changes to the design and cost estimate as a result of Council's review at their January 7<sup>th</sup> meeting.

The design for the 7<sup>th</sup> 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 is has not provided any additional designs or recommendations from what was provided in October. They are preparing a response to the Town's for a higher roadway grade and more culvert work to help with improving the wetlands on the west side.

#### Transient Slip Dredge Project.

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

#### Beach Dredge Project

We requested that he State to extend the 2009 permit so the Town can dredge the off shore area inside the sea nettle nets for beach replenishment. The State cannot extend the permit since it is over 6 years old. We will be applying for a new permit so the area can be dredged next winter and the sand that is removed from the waterway can be used for beach fill.

#### RFPs Performing Arts Center Feasibility Study & Streetscape recommendations

I am working with Town staff to develop the RFP for the PAC Site and Facility Study.

Also, we are working up the RFP for Streetscape recommendations which will include tree wells, entrance sign and other amenities for the Town business district.



## Strand Security, LLC P.O. Box 1901 Murrells Inlet, SC 29576 Phone #8433186392

Fax #

info@StrandSecuritySystems.com



Date	Estimate #
1/5/2016	1805

#### Name / Address

Town Of North Beach PO Box 99 North Beach, MD 20714

Project

Description	Qty	Rate	Total
Digital IP Megapixel Full High Definition Camera System North Beach Public Works Facility			
Hik Vision High Definition 16 Channel Color NVR With 4TB Western Digital HD Purple Series High Def Harddrive	1	1,289.35	1,289.35
OPTIONAL 4TB Western Digital HD Purple Series High Def Harddrive. Can Add Up To (3) More Drives For A Total Of 14 TB (Includes Installation) And Formatting	0	268.40	0.00
Cat 6e Connectors	1	0.60	0.60
HIk Vision 3MP Outdoor High Definition Color Bullet Camera W/ Wide Dynamic Range And 120' IR Illuminators (replaces (6) Current Camera Locations And Adds (2) New Locations)	8	289.55	2,316.40
Honeywell Cat 6e Network Cable	1	149.99	149.99
Misc Installation (Prewire) Materials	1	125.00	125.00
LG 24" 1080P High Def Monitor	1	289.00	289.00
Flat Panel Wallmount Remove All Existing Analog Camera Equipment From Public	1	69.99	69.99
Works Office And Storage Buildings Wire (6) Existing Camera Locations With Category 6 Wire From Each Camera Location To NVR Location Install (2) New Cameras In Customer Designated Locations. Set Up NVR, Focus And Adjust All New Cameras, Set Up NVR On LAN/Wan Internet Connection Provided By Comcast. Setup Remote View Software At Town Hall As Well As Telephone Apps. Integrate Remote MultiView With W/ Existing HikVision System Already In Use.	1	2,180.00	2,180.00
		3 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	

**Total** 

\$6,420.33



#### PO Box 91 Owings, MD 20736

410-286-5555 bodmerowingsllc@gmail.com

## **Estimate**

Date	Estimate #		
11/16/2015	447		

Customer Name	
Town of North Beach 8916 Chesapeake Avenue North Beach, MD 20714	

Ship To	
Town of North Beach 4030 11th Street North Beach, MD 20714	

Description		Qty	Rate	Total
Public Works Camera Estimate				
Hikvision 16 Channel NVR w/ 8 Terabyte Hard Drive - Note: Installing the above NVR leaves room for expansion to add additional cameras if r	needed	1	1,674.95	1,674.95T
Hikvision 3 MegaPixel IP Camera - 4mm, 6mm or 12mm lens as needed - Bullet or Dome as needed		8	249.95	1,999.60T
Trendnet 4 Port PoE Ethernet Switch		1	169.95	169.95T
Trendnet Point To Point Wireless Bridge		2	669.95	1,339.90T
Roll of Cat 5e Cable		2	99.95	199.90T
Roll of Cat 5e Cable (Direct Burial)		3	349.95	1,049.85T
Miscellaneous Equipment including but not limited to fasteners, conduit, junction boxes, patch cables, etc.			390.00	390.00
Installation, cabling, programming, networking and training (Multiple Technician Rate Applies)		1	3,500.00	3,500.00
Note: B.O.S.S. will install a point to point wireless system to view boardwalk from the Bu Community.	urnt Oaks			
				8
Thank you for giving B.O.S.S. this opportunity!	Subtota	I		\$10,324.15
	Sales Ta	ax (0.	0%)	\$0.00
	Total			\$10,324.15

### **Town of North Beach**

## Memo

To: Mayor Frazer & Town Council

From: John Hofmann, Town Engineer

CC: Don Bowen, Stacy, Wilkerson,. Joanne Hunt,

**Date:** January 13, 2014

Re: Dayton Ave. Improvements 5<sup>th</sup> St. to 7<sup>th</sup> St.

After our meeting with Council on January 7, 2016, Don Bowen & I have updated the design and cost estimate based on input from Town Council.

The following work has now been added to the project:

- 1. Milling and asphalt overlay to correct pavement cross slope and other pavement deficiencies.
- 2. Shoulder paving on the east side for parking and drainage improvement.
- 3. Replace existing water services

Because of these additional items the cost estimate now becomes \$113,000.

Pleased let me know if you have any questions about this Project.

Item	unit	unit cost	quant		amount
saw cut	lf	\$2.00	550	\$	1,100
pavement removal	sy	\$5.00	367	\$	1,833
excavation	су	\$15.00	51	\$	764
fill	су	\$25.00	102	\$	2,546
conc. Curb	lf	\$20.00	550	\$	11,000
conc. SW	sf	\$4.00	2750	\$	11,000
ped ramps	ea	\$200.00	8	\$	1,600
asphalt pavement	ton	\$100.00	112	\$	11,244
remove tree	ea	\$3,500.00	2	\$	7,000
east shoulder asphalt	ton	\$85.00	61	\$	5,213
<b>DPW</b> materials	lot			\$	5,000
repace utility services	ea	\$2,000.00	8	\$ \$	16,000
milling	sy	\$5.00	856	\$	4,278
overlay	ton	\$100.00	238	\$	23,767
			sub total	\$	102,346
			const cont.	\$	10,235
			Project Total	\$	112,580