



*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 11, 2018  
7:00 PM**

- I. PLEDGE OF ALLEGIANCE**
- II. ROLL CALL**
- III. APPROVE AGENDA**
- IV. APPROVAL OF MINUTES**
  - a. Approval of the minutes from the December 14, 2017 Town Council meeting
- V. SCHEDULED APPOINTMENTS**
  - a. Mr. Charles MacLeod – Interested applicant for the Town Attorney position
  - b. Mr. Todd Pounds – Interested applicant for the Town Attorney position
- VI. PUBLIC SAFETY REPORT**
- VII. REPORTS**
  - a. Treasurer
  - b. Public Works Supervisor
  - c. Town Engineer
  - d. Code Enforcement
  - e. Marketing
  - f. Circuit Rider
- VIII. PUBLIC COMMENT**
- IX. BUSINESS ITEMS**
  - a) Change order approval for Environmental Concerns



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X. ORDINANCES AND RESOLUTIONS

XI. MAYOR AND COUNCIL REPORTS

XII. ADJOURNMENT

XIII. EXECUTIVE SESSION

- A) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals; as authorized by the General Provisions Article of the Annotated Code of the Public General Law of Maryland, Section 3-305(b) (1)
- B) To consider the acquisition of real property for a public purpose and matters directly related thereto; as authorized by the General Provisions Article of the Annotated Code of the Public General Law of Maryland, Section 3-305(b) (3)

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

- 1) Wednesday, January 24, 2018 – Economic Development Committee – 7 pm
- 2) Thursday, January 25, 2018 – Planning Commission Meeting – 7 pm
- 3) Thursday, February 1, 2018 – Work Session – 7 pm
- 4) Monday, February 5, 2018 – Special Events Meeting – 7 pm
- 5) Tuesday, February 6, 2018 – Environmental Committee Meeting – 7 pm
- 6) Thursday, February 7, 2018 – Town Council Meeting – 7:00 pm

Public Hearing on Ordinance 17-14: An Ordinance of the Mayor and Town Council of the Town of North Beach Amending Chapter 69 “Licensing” of the Code of the Town of North Beach to Repeal 69-12 “Fortunetelling” and Amending Chapter 11 “Zoning” to allow fortunetelling as a permitted use in the C-M and W-2 Zones and amending 117-33 “Definitions” to add a definition of fortunetelling.



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Minutes from the December 14, 2017  
Town Council Meeting  
7:00 pm

X _____ Mayor Frazer	X _____ Joanne Hunt	X _____ Rick Crump
X _____ Mr. Benton	X _____ Stacy Wilkerson	_____ Karen Ruff
X _____ Ms. Hagen	X _____ Donnie Bowen	X _____ Dawn Richardson
X _____ Mr. M. Hummel	X _____ Paul Woodburn	X _____ Corporal Thomas Phelps
X _____ Mr. R. Hummel	X _____ Paul Troncone	
X _____ Ms. Schiada		

#### **APPROVAL OF AGENDA AND MINUTES**

**MOTION** made by Mickey Hummel to approve the agenda with one change: Resolution No: 17-11 is moved under scheduled appointments with Pastor Robert Hahn. Seconded by Jane Hagen. All in favor. **Motion carries.**

**MOTION** made by Gwen Schiada to approve the minutes from the November 9, 2017 Town Council meeting as submitted. Seconded by Mickey Hummel. **Motion carries.**

#### **SCHEDULED APPOINTMENTS**

- Fred Sussman, Attorney at Law submitted is resume' for consideration for the upcoming vacancy for the Town Attorney Position. Mr. Sussman gave a brief description of his job credentials to the Mayor and Council.
- Pastor Robert Hahn and former Mayor Bruce Wahl were in attendance requesting the support of The Town of North Beach for a grant opportunity End Hunger is applying for through the United States Department of Agriculture. The Town of North Beach prepared Resolution 17-11 in support of this grant application. MOTION made by Randy Hummel to pass this Resolution as presented. Seconded by Paul Troncone. All in favor. Motion carries. Mayor Frazer read the Resolution for the audience and presented the Resolution to Pastor Hahn.
- Grace Mary Brady – Bayside History Museum Presentation – Grace Mary gave a presentation on the past, present and future of the museum. After her presentation Mayor Frazer presented Grace Mary with a key to the Town.

#### **SHERIFF'S DEPARTMENT REPORT**

In November 2017, the Sheriff's Department responded to 105 calls for service in North Beach. This is down from 149 calls in October 2017.



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## **TREASURER'S REPORT**

Reporting Period: 10/1/2017 – 10/31/2017; Beginning Balance: \$358,540.42; Total Debts: \$1,484,894.67; Total Credits: \$296,873.37; Ending Balance: \$1,546,561.72. MOTION made by Jane Hagen to accept the Treasurer's report as presented. Seconded by Mickey Hummel. All in favor. Motion carries.

## **REPORTS**

Staff Reports: The following reports are attached: Public Works Department, Town Engineer, Code Enforcement and Development Specialist.

**PUBLIC COMMENT:** There was no public comment on any Business Items.

## **BUSINESS ITEMS**

- 1) Election of the Vice President of Council: MOTION made by Gwen Schiada to nominate Jane Hagen as Council Vice President. Seconded by Mike Benton. All in favor. Motion carries.

## **ORDINANCES AND RESOLUTIONS**

- 1) Ordinance 17-13: An Ordinance repealing and replacing Article 10 "Critical Area Overlay District requirements in the North Beach Zoning Ordinance, The Town of North Beach, County of Calvert, State of Maryland – MOTION made by Randy Hummel to pass Ordinance 17-13 as submitted. Seconded by Gwen Schiada. All in favor. Motion carries.
- 2) Ordinance 17-14: An Ordinance of the Mayor and Town Council of the Town of North Beach Amending Chapter 69 "Licensing" of the Code of the Town of North Beach to Repeal 69-12 "Fortunetelling" and Amending Chapter 117 "Zoning", 117-110 to allow fortunetelling as a permitted use in the C-M and W-2 Zones and amending 117-33 "Definitions" to add a definition of fortunetelling – This Ordinance was introduced and it will be placed on the January 2018 Town Council Agenda for passage.

At the conclusion of all business items, Mayor Frazer recognized all the volunteers of the Town with a small token along with a certificate. Refreshments were served following the meeting.

**MOTION** made by Randy Hummel to close the meeting at 8:20 p.m. Seconded by Jane Hagen. All in favor. Meeting adjourn.

Submitted:

Mark R. Frazer, Mayor

Stacy L. Wilkerson, Town Clerk



**Charles D. MacLeod**  
cmacleod@mlg-lawyers.com

November 17, 2017

Honorable Mark R. Frazer, Mayor  
The Town of North Beach  
8916 Chesapeake Avenue  
P.O. Box 99  
North Beach, Maryland 20714

Re: Proposal for Legal Services

Dear Mayor Frazer:

MacLeod Law Group, LLC ("Firm") is pleased to submit the enclosed proposal to provide legal services to The Town of North Beach (the "City") as the Town Attorney. Given the background and experience of the Firm's attorneys, we feel that we are uniquely positioned to provide the Town a full complement of municipal legal services. Please contact me if you have any questions or require additional information. I can be reached at 410-810-1381 or by e-mail at the address above.

We appreciate the opportunity to submit the enclosed proposal, any aspect of which is subject to negotiation. We hope to have the pleasure of meeting in person to further discuss our qualifications and how we can be of service to the Town.

Very truly yours,

A handwritten signature in black ink, appearing to read "Charles D. MacLeod", written in a cursive, flowing style.

Charles D. MacLeod

Enclosure

**Charles D. "Chip" MacLeod**  
**Member, MacLeod Law Group, LLC**

120 Speer Road, Suite 1  
Chestertown, Maryland 21620  
cmacleod@mlg-lawyers.com

Phone: 410.810.1381

Fax: 410.810.1383

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**PROFESSIONAL EXPERIENCE**

**MACLEOD LAW GROUP, LLC, CHESTERTOWN, MD**

Founder, February 2017 – Present

Concentrates in local government law, real estate law, public-private partnerships and business organization; serves as day-to-day general counsel to a number of municipalities and as special counsel to counties, municipalities, non-profit groups and other public entities throughout Maryland on a broad spectrum of legal matters, including legislation, governance, agreements, personnel and public finance.

**FUNK & BOLTON, P.A., CHESTERTOWN, MD**

Member, July 1, 1998 – January 2017

Head of the firm's Local Government Practice Group and Real Estate Practice Group; concentrated in local government law, real estate law, public-private partnerships and business organization; served as day-to-day general counsel to a number of municipalities and as special counsel to counties, municipalities, non-profit groups and other public entities throughout Maryland on a broad spectrum of legal matters, including litigation, legislation, governance, agreements, personnel and public finance.

**KENT COUNTY, MARYLAND**

County Administrator, 1991 – 1998

Responsible for the day-to-day management of county government, including all aspects of finance and personnel administration; intergovernmental relations with incorporated towns and community organizations.

**MARYLAND ASSOCIATION OF COUNTIES, ANNAPOLIS, MD**

Associate Director, 1988 – 1991

Represented the collective interests of Maryland's 23 counties and Baltimore City before the Maryland General Assembly and various State agencies and commissions; researched issues affecting Maryland political subdivisions; acted as a resource to elected and appointed county government officials.

**PILOT NEWSPAPER, CHESTERTOWN, MD**

Managing Editor, 1986 – 1988

## LICENSES

State of Maryland, 1998

## EDUCATION

### **UNIVERSITY OF MARYLAND SCHOOL OF LAW, BALTIMORE, MD**

Juris Doctor, 1997

### **WASHINGTON COLLEGE, CHESTERTOWN, MD**

Bachelor of Arts, Philosophy & Political Science, *cum laude* 1986

Student Government Association, President

Omicron Delta Kappa, National Leadership Honor Society

## ORGANIZATIONS & AFFILIATIONS

Member, UMMS Shore Regional Health Board of Directors

Former Member and Chair, Chester River Health System, Inc. Board of Trustees

Past Chair, Kent County Community Center Authority

Member and Past President, Maryland Municipal Attorneys Association

Member, International Municipal Lawyers Association

Maryland State Bar Association

Kent County Bar Association, President

Past Member, Local Government Insurance Trust, Board of Trustees

Past President and Member, Maryland Association of County Administrative Officers

Past Member, MACO Legislative Committee and Vice Chair of the Tax

Subcommittee Shore Leadership – 1998 Class

**Patrick W. Thomas**  
**MacLeod Law Group, LLC**

120 Speer Road, Suite 1  
Chestertown, Maryland 21620  
pthomas@mlg-lawyers.com

Phone: 410.810.1381

Fax: 410.810.1383

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**LEGAL EXPERIENCE**

**MACLEOD LAW GROUP, LLC, CHESTERTOWN, MD**

Attorney, February 2017 – Present

Concentrates in local government law, real estate law, contract law, business law, estate planning, litigation and other general matters. Provides counsel and advice to Maryland municipal corporations, counties and other public entities. Drafts and reviews legislation. Handles Open Meetings Act and Public Information Act compliance issues and code enforcement. Files complaints, prepares and answers discovery requests, takes and defends depositions, drafts pleadings and handles hearings and trials in civil litigation matters.

**FUNK & BOLTON, P.A., CHESTERTOWN, MD**

Senior Counsel, January 2013 to January 2017

Associate, 2005 to December 2012

Concentrated in local government law, real estate law, family law, estate planning and litigation. Provided counsel and advice to Maryland municipal corporations, counties and other public entities. Drafted and reviewed legislation. Handled Open Meetings Act and Public Information Act compliance issues and code enforcement. Oversaw the firm's Real Estate Practice Group. Filed complaints, prepared and answered discovery requests, took and defended depositions, drafted pleadings and handled hearings and trials in civil litigation matters.

**SELLERS, FOX, KAHN & BENDER, P.A., BALTIMORE, MD**

Law Clerk, 2002 to 2005

**LICENSES**

*Admitted to:*

- State of Maryland, June 14, 2005
- United States District Court for the District of Maryland, October 3, 2005
- United States Court of Appeals – Fourth Circuit, December 7, 2006



## **EDUCATION**

### **UNIVERSITY OF BALTIMORE SCHOOL OF LAW, BALTIMORE, MD**

Juris Doctor, May 2004

Concentrations: Intellectual Property Law and Business Law

### **UNIVERSITY OF MARYLAND, COLLEGE PARK, MD**

Bachelor of Arts, May, 2001

Major: Criminal Justice

## **ASSOCIATIONS AND MEMBERSHIPS**

### **EASTERN SHORE REVOLVING LOAN FUND, EASTON, MD**

Loan Committee Member, 2014-Present

### **KENT FAMILY CENTER, CHESTERTOWN, MD**

Advisory Council Member, 2015-Present

### **KENT COUNTY BAR ASSOCIATION, CHESTERTOWN, MD**

Secretary, 2016-Present

### **MARYLAND STATE BAR ASSOCIATION, BALTIMORE, MD**

State & Local Government Section Council Member, January 2017-Present

### **MARYLAND MUNICIPAL ATTORNEYS ASSOCIATION**

# **ALEXANDER & CLEAVER**

**ATTORNEYS AT LAW**

*Professional Association*

Gary R. Alexander *MD DC VA FL*

James A. Cleaver *MD DC*

Robert J. Garagiola *MD DC*

Todd K. Pounds *MD DC*

Jason A. DeLoach *MD DC*

James K. McGee *MD DC*

Whitney Cleaver Smith *MD DC VA*

Camille G. Fesche *MD DC NJ NY*

David N. Hrudá *MD*

Jennifer S. Lancaster *MD DC*

Aubrey E. Mirkin *MD DC PA*

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Offices:

Annapolis, MD

Rockville, MD

Cumberland, MD

La Plata, MD

Alexandria, VA

Government Relations Consultants:

Casper R. Taylor, Jr.

Hannah Powers Garagiola

Tyler W. Bennett

Moirá R. Moynihan

Davion E. Percy

Isaac N. Meyer

Josh Howe

November 14, 2017

*Admitted to Practice in State*

## **VIA EMAIL**

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

Re: Legal Representation For Town Attorney

Dear Mayor Frazer:

I want to thank you for the opportunity to view our firm as the Town Attorney for North Beach. Our firm has been engaged in municipal law for over 20 years and we are presently representing the Towns of Morningside, Brentwood, Fairmount Heights, Seat Pleasant and Chevy Chase. Attorney Jason DeLoach and I are the primary attorneys who handle the municipal work in our firm and I would be the primary attorney handling North Beach.

We are familiar with all aspects of municipal work including legislative, contractual, regulatory compliance, law enforcement, zoning, easements, and other issues which may arise in the Town.

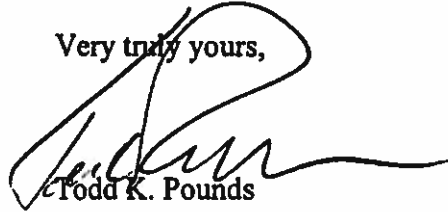
I am fully able to comply with your requirement of attendance at your Town meetings and also when otherwise scheduled.

I would like the opportunity to meet with you to discuss our potential representation of the Town of North Beach. For your convenience, I have included the biographies for myself and for Mr. DeLoach.

Town of North Beach  
November 14, 2017  
Page 2

Again, thank you for this opportunity and we look to speak with you soon.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Todd K. Pounds', with a large, stylized loop at the end.

cc: Mickey Hummel ([mickeynbcouncil@yahoo.com](mailto:mickeynbcouncil@yahoo.com))  
Stacy Wilkerson ([swilkerson@northbeachmd.org](mailto:swilkerson@northbeachmd.org))  
[northbeach@northbeachmd.org](mailto:northbeach@northbeachmd.org)



**Alexander & Cleaver**  
Professional Association

#### Attorneys

Gary R. Alexander<sup>MD DC LA FL</sup>  
James A. Cleaver<sup>MD DC</sup>  
Robert J. Garagiola<sup>MD DC</sup>  
Todd K. Pounds<sup>MD DC</sup>  
Jason A. DeLoach<sup>MD DC</sup>  
James K. McGee<sup>MD DC</sup>  
Lorenzo M. Bellamy<sup>MD DC</sup>  
Whitney Cleaver Smith<sup>MD DC VA</sup>  
Camille G. Fesche<sup>MD DC NJ NY</sup>  
David N. Hruda<sup>MD</sup>  
Jennifer S. Lancaster<sup>MD DC</sup>  
Aubrey E. Mirkin<sup>MD DC PA</sup>

#### Government Relations Consultants

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Moirra R. Moynihan  
Davion E. Percy

#### Our Offices

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111 South George Street  
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301-724-9234

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La Plata, MD 20646  
301-934-4477

1513 King Street  
Alexandria, VA 22314  
703-548-7777

51 Monroe Street  
Suite 408  
Rockville, MD 20850  
301-545-0100

1615 Forum Place Suite 3-A  
West Palm Beach, FL 33401  
410-279-1008

#### Contact Us

1-800-292-LAWS  
ac@alexander-cleaver.com

## Todd K. Pounds

### Senior Litigation Attorney



*"Someday, I intend to write a book on some of my cases and experiences from the past 29 years at A&C. I've had the opportunity to work on all kinds of legal challenges — from courtrooms across Maryland to zoning, development and permit issues all over the state. Our clients appreciate our hard work and success."*

— Todd Pounds

#### Education

B.S. University of Maryland, Accounting, 1986  
J.D. University of Baltimore School of Law, 1989

Admitted to Practice

Court of Appeals of Maryland

United States District Court for the District of Maryland

District of Columbia Court of Appeals

United States District Court for the District of Columbia

United States Court of Appeals for the Fourth Circuit

United States Court of Appeals for the District of Columbia Circuit

Supreme Court of the United States

United States Tax Court

#### Acknowledgements

2011 - 2017 Maryland Super Lawyer – Employment & Labor Law, Top 100

2009 - 2017 AV® Preeminent™ Peer Review Rated by Martindale-Hubbell® for legal ability and ethical standards

2011 Top Attorney, Washington, D.C., Metro Area, The American Registry of Lawyers  
Selected by "What's Up?" magazine as Anne Arundel County Leading Lawyers (2010)

#### Professional Appointments

Mediator, District Court of Maryland, Alternative Dispute Resolution Program

Administrative Law Judge, Prince George's County, Maryland (2010)

Member, 2011 Super Lawyers Review Panel

#### Professional Associations and Memberships

Member, Maryland State Bar Association

Member, Board of Governors, Maryland State Bar Association (2006, 2007)

Member, Program Committee, Maryland State Bar Association (2009)

Fellow, Maryland Bar Foundation

Member, Maryland Trial Lawyers Association

Member, District of Columbia Bar Association

Member, Prince George's County Bar Association

President, Prince George's County Bar Association (2005 – 2006)

Treasurer, Prince George's County Bar Association (2003)

Secretary, Prince George's County Bar Association (2002)

Member, Anne Arundel County Bar Association

Member, Maryland Municipal Attorneys Association

Member, American Bar Association

#### Community Associations and Memberships

Member, Board of Directors, Prince George's County Crime Solvers

**Todd K. Pounds** is a graduate of the University of Maryland, where he majored in accounting. Todd has been with Alexander & Cleaver for over 29 years and is a well-respected member of the legal team. Todd is active in all phases of civil litigation, at both the Federal and State Court levels, and participates in a wide variety of litigation cases representing both plaintiffs and defendants. He has extensive experience in all phases of business and corporate matters, including transactional work, buying and selling of businesses, contracts, leases, and financing matters concerning business transactions. Todd has a large zoning practice, representing numerous clients before local boards and commissions. Todd represents individuals in major motor vehicle and serious truck accidents. He also represents insurance companies in defense cases of personal injury claimants.

Todd practices before the Equal Employment Opportunity Commission and local Human Relations Commissions. Todd also handles a variety of personal injury matters, both as plaintiff and representing carriers in the defense of such matters. Todd is active in all phases of both felony and misdemeanor criminal matters.

**301-292-3300**

***[tpounds@alexander-cleaver.com](mailto:tpounds@alexander-cleaver.com)***



**Alexander & Cleaver**  
Professional Association

**Attorneys**

Gary R. Alexander<sup>MD DC VA FL</sup>  
James A. Cleaver<sup>MD DC</sup>  
Robert J. Garagiola<sup>MD DC</sup>  
Todd K. Pounds<sup>MD DC</sup>  
Jason A. DeLoach<sup>MD DC</sup>  
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West Palm Beach, FL 33401  
410-279-1008

**Contact Us**

1-800-292-LAW'S

ac@alexander-cleaver.com

# Jason A. DeLoach

## Senior Litigation Attorney



*Gary and Jim trained me to be a legal troubleshooter and I have enjoyed all phases of my legal career with A&C for more than a decade. From the courtroom, to boards and commissions, I move our clients forward. My experience representing municipalities also opened up a whole new area of legal services to our clients "*

**— Jason DeLoach**

**Education**

B.A. University of Maryland, 1993

J. D. University of Baltimore School of Law, *Cum laude*, 1997

**Admitted to Practice**

Court of Appeals of Maryland

United States District Court for the District of Maryland

**Practice Areas**

Auto Accidents, Administrative Law, Civil Litigation, Criminal Law, Traffic Violations, DUI/DWI, HOA Representation, Alcoholic Beverage Licensing and Compliance, Municipal Representation, Estate Administration, Wills, Durable Powers of Attorney and Advance Directives, Administrative Appeals, Insurance Disputes, Commercial and Residential Leases, Business/Corporate

**Acknowledgements**

AV® Preeminent™ Peer Review Rated by Martindale-Hubbell® for legal ability and ethical standards

2011 - 2017 Maryland Super Lawyer – Administrative Law

2010 Maryland Rising Star

**Professional Appointments**

Mediator, District Court of Maryland, Alternative Dispute Resolution Program

**Professional Associations and Memberships**

Chairman, Prince George's Chamber of Commerce (2017-2018)

Board Member, Prince George's County Bar Association (2013 – Present)

Board of Governors, Maryland State Bar Association of (Term: 2017-2019)

Treasurer, Maryland Municipal Attorneys Association (2012 – Present)

Chairman, Prince George's County Bar Association Fee and Dispute Conciliation Program

Co-Chairman, Prince George's County Bar Association Golf Committee

Member, Maryland State Bar Association (1997 – Present)

Member, Prince George's County Bar Association (1997 – Present)

Member, Maryland Association for Justice

Member, American Trial Lawyers Association

Member, Maryland Municipal Attorneys Association

Member, J. Franklyn Bourne Bar Association

General Counsel, Prince George's Chamber of Commerce

Mediator, District Court of Maryland

**Jason A. DeLoach** joined Alexander & Cleaver in 1995 when he was a law student and joined the firm as an attorney in 1997. Jason has extensive litigation experience in State and Federal Courts. In addition to his litigation experience trying civil, commercial and auto accident cases, Jason has extensive experience in administrative law where he routinely practices before Liquor Boards and other administrative agencies in Maryland. He currently represents one of the nation's largest chain drug stores in complex alcoholic beverage licensing and compliance, pharmacy compliance, and other administrative and legal proceedings throughout Maryland. Jason has also handled complicated administrative appeals on issues involving alcoholic beverages, unemployment insurance tax, sales and use tax, and insurance issues.

Jason heads the firm's wills and estates practice group. In this capacity, he advises clients on wills, durable powers of attorney, and advance directives. Jason also assists clients in the administration of decedent's estates.

Jason has considerable experience representing health care providers before disciplinary boards and other administrative agencies. Jason has negotiated and drafted several commercial leases on behalf of his business clients. In addition, Jason handles criminal and serious traffic matters, as well as estates, wills, durable powers of attorney and advance directives.

Jason is the Town Attorney for the Towns of Brentwood and Fairmount Heights, Maryland, where he has represented and advised the town on municipal issues since 2003 and 2010, respectively. During his tenure as Town Attorney, he has drafted ordinances, resolutions and charter amendments. Jason has also handled, among other things, labor and employment matters, election issues and various contractual matters.



# Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: January 5, 2018  
To: Stacy Wilkerson  
From: Sergeant Thomas S. Phelps  
Re: Sheriff's Office Report-North Beach

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In December of 2017, the Sheriff's Office handled 83 calls for service in North Beach. This is down from the 105 calls in November 2017.

(In December of 2016, the Sheriff's Office handled 193 calls for service in North Beach.)

Call Breakdown for December 2017:

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

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

Of the 83 calls, we handled:

- 2 Assault Arrests
- 2 Non-Fatal Heroin Overdoses



### December 2017 Calls for Service

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	0	39	Fireworks Complaint	0	3	Robbery	0	1
Abandoned Vehicle	0	12	Follow Up	4	54	Search Warrant	0	4
Accident	2	41	Found Property	0	8	Sexual Assault	0	0
Alarm	3	62	Fraud	0	9	Special Assignment	1	22
Animal Complaint	1	11	Harassment	0	8	Stolen Vehicle	0	3
Assault	0	14	Illegal Dumping	0	0	Summons Service	0	12
Assist Motorist	1	17	Industrial Accident	0	0	Suspicious Person	1	47
Assist Other Dept	0	8	Indecent Exposure	0	1	Suspicious Vehicle	0	29
Assist Sick/Injured	4	35	Intoxicated Person	0	9	Tampering with MV	0	1
Attempt to Locate	2	50	Loitering	0	1	Telephone Misuse	0	0
BioChem/ Susp Package	0	0	Lost Property	0	3	Theft	0	24
Burglary *	1	12	Loud Party/ Music	0	28	Traffic Complaint	2	29
CDS Violation	0	17	Mental Subject	0	0	Traffic Control	0	2
Check Welfare	3	61	Missing Person	0	5	Traffic Enforcement	0	12
Conservor of Peace	0	9	Neighborhood Dispute	0	0	Trespassing	3	13
Destruction of Property	0	28	Notification	0	0	Unauthorized Use MV	0	1
Death Investigation	0	1	Parking Complaint	0	24	Unknown Problem	0	4
Disorderly	4	53	Patrol Check	42	700	Violation Protective Order	0	4
Domestic	3	40	Person with Weapon	0	0	Warrant Service	2	22
Escort	1	3	Police Information	2	35	Tobacco Violation	0	1
Eviction	0	5	Protective/Peace Order	1	8	Alcohol Violation	0	1
Fight	0	2	Prowler	0	0			
Firearms Complaint *	0	4	Relay	0	1	Total Calls	83	1653

	Month	Year		Month	Year		Month	Year
DUI Arrest	0	13	CDS Arrest	0	13	Other Arrest	2	21
Civil Marijuana Citations	0	5	Non Fatal Overdose	2	11	Fatal Overdose	0	0

Notes

# Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: December 3, 2017  
To: Stacy Wilkerson  
From: Detective R. Cress  
Re: Sheriff's Office Report-North Beach (Criminal Investigation)

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From January 2017 until November 2017, I assisted patrol in answering 540 calls for service, and 208 traffic stops.

I investigated 5 unattended death 3 of which are overdose deaths. The overdose death are open cases

I investigated 2 assault which resulted in arrest.

I investigated 6 burglaries to include Subway and Beach Elementary School.

I investigated 8 Fraud investigation.

I conducted 2 search warrants to collect evidence in ongoing investigations.

I completed 28 other case reports for other incidents with the towns limits.

I assisted in 3 narcotic investigation that were closed in 2017

I completed 69 community service hours, which include speaking with business members and members of the community about problems that are occurring in the neighborhood.

I attended an investigators school in December.

# TOWN OF NORTH BEACH TREASURER'S REPORT

Reporting Period 11/01/17- 11/30/17

## **PNC Bank:**

Beginning Balance 11/01/17	\$1,546,561.72	
Total Debits (+)	\$ 411,749.63	
Total Credits (-)	\$1,408,217.35	
Ending Balance 11/30/17	\$ 550,094.00	Last Year: \$ 853,481.47
Investments (MLGIP/General Fund)	\$3,842,994.16	Last Year: \$ 3,393,661.40
(MLGIP/Sewer Capital)	\$ 34,385.66	Last Year: \$ 34,118.31
(MLGIP/Water Capital)	<u>\$ 7,511.83</u>	<u>Last Year: \$ 7,453.43</u>
Total Cash	\$4,434,985.65	Last Year: \$ 4,288,714.61
State Business License	-0-	-0-
Hotel Tax	973.63	899.07

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

**\$ 8,979.00- Water Audit #7,729**  
**\$ 7,927.43- Water Audit #7,728**  
**\$ 7,261.80- Water Audit #7,727**  
**\$ 83,000.00- Transfer from Credit Card Checking Acct to General Fund Checking**  
**\$ 123,319.26- Calvert County Tax Payment/November**  
**\$ 60,692.94- State of MD- ACH Payment Local Income Tax & Other**  
**\$ 11,604.42- Comcast Franchise**

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

**\$ 34,931.39- Payroll W/E 11/04/2017**  
**\$ 34,332.61- Payroll W/E 11/18/2017**  
**\$1,100,000.00- Transfer from Gen to MLGIP**  
**\$ 15,202.25- Stanley Concrete- Concrete Work/Streets and Sidewalks**  
**\$ 30,711.90- Environmental Concern, Inc- / Berm**  
**\$ 63,343.36- Town of Chesapeake Beach- WWTP**  
**\$ 8,282.74- Dept. of Budget and Management-Health Benefits**  
**\$ 9,083.78- BGE thru 11/30/2017**  
**\$ 16,869.00- Southern Maryland Recycling- Trash Contract**  
**\$ 10,868.00- K & H Electric- Streetscape Lighting**

**To: Mayor Frazer and Town Council Members**

**From: Don Bowen DPW**

**Date: 1-9-2018**

**Subject: Monthly Report**

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

- 1) Finished exterior on the shirt shack building located on the boardwalk. Pricing counter shutter door for front and working on interior layout.**
- 2) Working with Paul Woodburn on design to replace current water station control building. Building is 30 years old and is in need of upgrading. Electrical components and piping have served normal life and are in need of replacing soon. Currently working on design and budget for project.**
- 3) Working with town staff and Paul to come up with a plan and budget for replacing water meters and meter vaults. Starting to experience problems with existing meter vaults and have several water meters that are not reading. Currently are replacing meters as budget allows.**
- 4) Had a water main break in the San Francisco Town Homes subdivision on 1-7-2018. DPW was notified by home owner of water coming up from the ground in the area of Bedford Ct. Arrived and found large amount of water running down the street. Identified where leak was coming from and dug up and made repair. Cause of leak was a service saddle had broken from the main line. Water was off for approximately 4 hours. Backfilled and cleaned up area on Monday.**
- 5) With the record setting cold weather the area has experienced over the last few weeks DPW has responded to several no water calls from residents and businesses. Most cases found problem to be on home owner's property with pipes frozen in crawl spaces etc.**
- 6) Area had a minor snow event on 1-4-2018. Only received about 3" of snow, but conditions were made worst by extremely cold temperature. Plowed and salted town streets.**

Any questions please feel free to contact me.  
Thanks Don Bowen DPW.

## 2017 YEAR END TOTALS

Category	Total	Previous
Cars, Trailers, and Boats removed and or made compliant	56	52
Door tags hung (grass, leaves, trash, etc.)	174	159
Business Inspections Performed	37	54
Rental Inspections Performed	132	75
Zoning Permits Completed	27	15
Letters sent for compliance requests	127	127
Abatements performed	12	14

Installed and implemented modern software for Code Enforcement and Rental Housing.

Assumed responsibilities for Zoning duties.

Abandoned properties reduced to 2. All others have been rehabbed and sold or are no the market for sale.

Completed training for Flood Zone compliance.

Joined ACA, CEZOA, and ICC

Working on and finalizing request for new budget.

# MEMO



To: Mayor and Town Council  
From: Dawn Richardson  
Date: January 8, 2018  
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 2017.

- Finalized the link and information on the Electric Vehicle Charging Station on the town website. The link includes general information, the address of the charging station, pricing and also a link to the Chargepoint site.
- NEW YEAR'S EVE PARTY ON THE PIER: Worked on the final details; shopped for and prepared table decorations; and, decorated the day of the event.
- POLAR BEAR PLUNGE: Acquired 25 sponsors for this year's event. Completed the logo layout for the back of the tshirt and the event sponsor banner. Created personalized certificates for attendees that pre-registered. Attended the event, distributed shirts and certificates to pre-registrants and photographed 147 brave plungers jump into the icy Chesapeake Bay. Delivered sponsor tshirts.
- CIVICREADY TEXT NOTIFICATIONS: The documents have been signed and returned to Civic Plus for the implementation of the text notification system.
- Finalizing photos and wording on a "Picturing the Past" (then and now) storyboard so that it can be created and placed in Sunrise Garden near the 3rd Street sidewalk.
- Preparing booth and handouts for a Bridal Expo that we are attending at the end of the month.
- Daily tasks: website (updated calendar entries, sent out News email blasts); Facebook (created posts to promote events and pertinent town information, shared posts from town businesses on North Beach Maryland page).

