

North Beach, Maryland

410.257.9618 | 301.855.6681 www.northbeachmd.org

TOWN COUNCIL MEETING October 4, 2018 7:00 p.m.

T	PLEDGE OF ALLEGIANCE	7
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A .	I DEDUCE OF APPERDIANCE	_

- II. ROLL CALL
- III. APPROVE AGENDA
- IV. APPROVAL OF MINUTES
 - a. Approval of the minutes from the September 13, 2018 Town Council meeting
- V. SCHEDULED APPOINTMENTS
- VI. PUBLIC SAFETY REPORT

VII. REPORTS

- a. Treasurer
- b. Public Works Supervisor
- c. Town Engineer
- d. Code Enforcement
- e. Marketing
- f. Development Specialist

VIII. PUBLIC COMMENT

- IX. BUSINESS ITEMS
 - 1) Re-appoint Bill Heiner to the North Beach Planning Commission
- X. ORDINANCES AND RESOLUTIONS
- XI. MAYOR REPORT
- XII. COUNCIL REPORTS

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XIII. ADJOURNMENT

- XIV. CLOSED SESSION 1) 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)
 - 1) To consider the acquisition of real property for a public purpose and matter directly related thereto; as authorized by the General Provisions Article of the Annotate Code of the Public General Law of Maryland, Section 3-305(b) (3)

UPCOMING MEETINGS AND EVENTS:

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

- 1) Monday, October 8, 2018 Late Voter Registration at Town Hall until 9:00 p.m.
- 2) Monday, October 15, 2018 -Late Voter Registration at Town Hall until 9:00 p.m.
- 3) Tuesday, October 15, 2018 North Beach Candidate Forum 7:00 p.m. to 9:00 p.m. North Beach Town Hall
 - 4) Tuesday, October 23, 2018 Protection your identity and staying safe online workshop presented by Councilman Paul Troncone 7:00 p.m. to 8:00 p.m. North Beach Town Hall
 - 5) Wednesday, October 24, 2018 Economic Development Committee Meeting 7:00 p.m.
 - 6) Thursday, October 25, 2018 Planning Commission Meeting 7:00 p.m.
 - 7) Saturday, October 27, 2018 Hound of the Town 12:00 p.m.
 - 8) Saturday, October 27, 2018 3:00 p.m. = Boo Bash
 - 9) Saturday, October 27, 2018 Drive In Movie at Dusk Adams Family 10) Thursday, November 1, 2018 Town Council Meeting 7:00 p.m.

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Minutes from the September 13, 2018 Town Council Meeting 7:00 pm

<u>X</u>	Mayor Frazer	Joanne Hunt	Rick Crump
<u>X</u>	Mr. Benton	X Stacy Wilkerson	Richard Ball
X	Ms. Hagen	XDonnie Bowen	Dawn Richardson
<u>X</u>	Mr. M. Hummel	XPaul Woodburn	X 1 St Lt. Ronnie Naughton
<u>X</u>	Mr. R. Hummel	X Paul Troncone	X Veronica Owens
<u>X</u>	Ms. Schiada	X Elissa Levan	

Meeting was opened by Mayor Frazer at 7:00 p.m.

APPROVAL OF AGENDA AND MINUTES

MOTION made by Mickey Hummel to approve the agenda with the addition of one Closed Session General Provision Article of the Annotate Code of the Public General Law of Maryland, Section 3-305(b) (3) for the consideration for the acquisition of real property for the public purpose and matter directly related thereto. Seconded by Paul Troncone. All in favor. **Motion carries.**

MOTION made by Gwen Schiada to approve the minutes from the August 9, 2018 Town Council Meeting. Seconded by Mickey Hummel. All in favor. **Motion carries.**

MOTION made by Gwen Schiada to approve the minutes from the September 6, 2018, Work Session. Seconded by Jane Hagen. **Motion carries.**

SCHEDULED APPOINTMENTS

Ms. Carrie Plymire, Director was in attendance to present the Mayor with the One Maryland, One Book - Bloodworth. This is the 11^{th} year the Calvert County Library has presented the Mayor with the book. There will be book discussions and signing planned in the coming months. Please check out the schedule on the library's website.

SHERIFF'S DEPARTMENT REPORT

In August 2018 the Sheriff's Department handled to 166 calls for service in North Beach. This is up from 148 calls in July 2018.

REPORTS

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

8916 Chesapeake Avenue | Post Office Box 99 North Beach, MD 20714

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BUSINESS ITEMS

Calvert County Franchise Agreement regarding water service outside of Town corporate limits: The Mayor and Council have asked Town Attorney Elissa Levan to prepare a letter to the County Commissioner advising them the Town intends to surrender and abandon the water service franchise agreement the County approved to houses outside of Town limits dated December 7, 2010.

ORDINANCES AND RESOLUTIONS

1) Ordinance 18-05: Amending the North Beach Town Code Chapter 86, "Peace and Good Order", to enact Section 86-5.1, "Smoking on Town Property and to amend Section 86-6, "Penalties", to provide an additional sanction for a violation of Section 86-5.1. — MOTION made by Jane Hagen to approve the Ordinance as submitted. Seconded by Gwen Schiada. All in favor. Motion carries.

Meeting closed at 8:40 p.m. with a motion made by Randy Hummel. Seconded by Paul Troncone. All in favor. Motion carries.

Submitted:

Mark R. Frazer, Mayor

Stacy L. Wilkerson, Town Clerk

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date:

October 2, 2018

To:

Stacy Wilkerson

From:

Sergeant Thomas S. Phelps

Re:

Sheriff's Office Report-North Beach

In September of 2018, the Sheriff's Office handled 156 calls for service in North Beach. This is down from the 166 calls in August 2018.

(In September of 2017, the Sheriff's Office handled 129 calls for service in North Beach.)

Call Breakdown for September 2018:

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

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

Of the 156 calls, we handled:

- 1 CDS Violation (PWID Heroin) (Closed by Arrest)
- 4 Thefts
 - Shoplifting of Beer from Fastop (Closed by Arrest)
 - Burglary Items Taken from Residence Dayton Ave (Under Investigation)
 - o Theft of Rug from Post Office (Under Investigation)
 - Shoplifting of Beer from Fastop (Closed by Arrest)
- 2 Marijuana Civil Citation
- 7 Disorderly Arrest (Fight at Farmer's Market near Boy and Girls Club)
- 2 Non-Fatal Heroin Overdoses
- 2 Protective Order Violation Arrests
- 2 Assault Arrests

September 2018 Calls for Service North Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	3	43	Fireworks Complaint	0	1	Relay	0	1
Abandoned Vehicle	0	13	Follow Up	6	40	Robbery	0	0
Accident	2	24	Found Property	2	8	Search Warrant	1	2
Alarm	3	34	Fraud	1	3	Sexual Assault	0	1
Animal Complaint	3	7	Harassment	0	3	Sex Offender Registry	0	1
Assault	3	10	Illegal Dumping	0	0	Special Assignment	5	26
Assist Motorist	3	21	Industrial Accident	0	0	Stalking	0	0
Assist Other Dept	0	10	Indecent Exposure	0	2	Stolen Vehicle	0	3
Assist Sick/Injured	6	34	Intoxicated Person	2	5	Summons Service	1	6
Attempt to Locate	10	53	Kidnapping/Abduction	0	0	Suspicious Person	4	28
BioChem/ Susp Package	0	1	Loitering	0	2	Suspicious Vehicle	2	29
Burglary	1	5	Lost Property	0	0	Tampering with MV	0	1
CDS Violation	0	9	Loud Party/ Music	1	11	Telephone Misuse	0	0
Check Welfare	8	39	Mental Subject	0	2	Theft	6	27
Conservor of Peace	0	2	Missing Person	0	6	Traffic Complaint	4	17
Destruction of Property	1	7	Neighborhood Dispute	0	1	Traffice Control	0	0
Death Investigation	0	2	Notification	0	0	Traffic Enforcement	0	8
Disorderly	1	40	Parking Complaint	2	26	Trespassing	2	17
Domestic	5	31	Patrol Check	58	485	Unauthorized Use MV	0	1
Escort	1	6	Person with Weapon	0	1	Unknown Problem	0	3
Eviction	0	1	Police Information	3	29	Violation Protective Order	3	3
Fight	1	6	Protective/Peace Order	0	6	Warrant Service	2	9
Firearms Complaint	0	2	Prowler	0	0			
						Total Calls	156	1214

	Month	Year		Month	Year		Month	Year
DUI Arrest	0	5	CDS Arrest	1	6	Other Arrest	13	31
Civil Marijuana Citations	2	10	Non Fatal Overdose	2	8	Fatal Overdose	0	0

**** Notes ****

TOWN OF NORTH BEACH TREASURER'S REPORT

Reporting Period 7/01/2018- 7/31/2018

(Unaudited Report)

PNC Bank:

Beginning Balance7/01/2018	\$ 563,538.72	
Total Debits (+) Total Credits (-)	\$ 506,847.87 \$ 550,087.64	
Ending Balance 7/31/2018	\$ 520,298.95	Last Year: \$ 205,098.53
Investments (MLGIP/General Fund) (MLGIP/Sewer Capital) (MLGIP/Water Capital) Total Cash	\$2,668,206.75 \$ 34,723.65 \$ 7,585.66 \$3,230,815.01	Last Year: \$3,132,569.11 Last Year: \$ 34,265.76 Last Year: \$ 7,485.64 Last Year: \$3,379,419.04
Hotel Tax Business Licenses State	0.00 16.90	0.00

CASH RECEIPTS OVER \$7,500.00

\$ 11,178.00- Welcome Center 07/02/2018

\$300,000.00- MLGIP transfer to General

\$ 16,000.00- FY19 Rental Licenses

CASH DISBURSEMENTS OVER \$7,500.00

- \$ 55,000.00- Payroll W/E 7/14/2018
- \$ 51,342.28- Payroll W/E 7/28/2018
- \$ 11,039.49- PNC Bond Payment
- \$ 9,480.07- BGE thru 7/30/2018
- \$ 8,798.62- State of Maryland Dept. of Budget & Mgmt. (Health Benefits)
- \$ 29,603.95- Transfer from 9931 to 9923
- \$ 13,914.06- Utility Services- Annual Water Tank Maintenance
- \$122,493.00- Calvert County Treasurer/Resident Deputy Program, Town Share State Dep. of Taxation
- \$ 21,081.02- Southern Maryland Recycling Company/Trash Contract
- \$ 15,299.25- Comptroller of Maryland/MDE Flush Tax
- \$ 39,305.00- LGIT/Annual Renewal
- \$ 8,222.10- Garner Exteriors/Flower Bed Maintenance
- \$ 8,824.20- B.O.S.S./Cameras/Callis Park

To: Mayor Frazer and Town Council Members

From: Don Bowen DPW

Date: 10-2-2018

Subject: Monthly Report

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

- 1) Had on site meeting with BG & E about relocating of electrical service for upgrade of the towns well house project. This is one of the first steps in upgrade project. Public Works is working on getting major items completed by outside vendors in order to minimize down time for the well.
- 2) Preformed routine flushing of town water system. While flushing the system noticed several hydrants needed repainting. Have started repainting all hydrants in the system. In addition addressing any maintenance issues found while operating the hydrants for flushing.
- 3) DPW crew will be removing outdated equipment at the Callis Park in the next few days in order for phase two of new renovations to the park area to be completed. Work is scheduled to begin on renovations in the next week or two.
- 4) DPW crew assisted beach patrol with the cleanup of the beach area with several large trees, driftwood, and debris that had washed up on the beach from all the rain and high tides experienced in the past few weeks.
- 5) Have continued to work with Calvert County Water and Sewer Department in getting them to smoke test their sewer collection system which flows to the town's sewer collection system. This would allow them to find and hopefully correct infiltration problems they may have. This would greatly reduce storm water from entering the sewer system. I have been told this has been scheduled to happen in the coming weeks.
- 6) DPW has started to address alley in town, several need attention after all the wet weather we have had over the past few months.

7) Crosswalk Border payment request-There still is an outstanding balance that remains on the crosswalk project. The contractor, Mr. Woodburn and I have met to discuss the problem with the white borders that outline the crosswalks. It was relayed to the contractor at that site meeting that the town was not happy with the appearance of the borders even after an attempt was made by the contractor to repair several problems with the appearance. Our position at this time is they never have been installed as per contract specs and have not been accepted. The contractor has offered to reduce the amount of final invoice from \$20,000.00 to \$15,500. Would like to have councils input on a resolution to this problem. (counter offer etc.)

Any questions or concerns, please feel free to contact me with questions or concerns.

Thanks Don Bowen DPW

MEMORANDUM

TO: Mayor and Town Council

FROM: Paul B. Woodburn, P.E.

Town Engineer

DATE: October 2, 2018

RE : Monthly Report

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

Maryland SHA Rte. 261 SHA Upgrade Project (9th Street to Anne Arundel County)

SHA's environmental and highway design work is progressing toward a planned construction start for the spring of 2020. The SHA held a design update meeting in June to discuss design progress. Most of the meeting revolved around the Maryland Department of Transportation Town hall Meeting held on June 21, 2018. The main topic included the proposed detour during Construction. A resolution by the town is being requested to be forwarded to the Maryland Department of Transportation secretary Peter Rahn to show Town support for the project and request existing pole utilities be placed underground. A follow up meeting was held July 25, 2018 at the SHA offices in Annapolis. Further discussion was held regarding concerns from a few citizens regarding closure of the Road for 9-12 months duration the construction project. With closure, the construction time will extend to a 2+ year project and costs will escalate significantly. The SHA informed us that they believe adequate police, fire and rescue and EMS coverage was available if a road closure were to occur. The final decision has been moved up the chain to the district engineer. (As of October 11, 2018 a decision has not been made). Design Drawings at 65% level are expected this month.

Maryland SHA Rte. 261 Boardwalk (9th Street to Anne Arundel County)

Preliminary design is complete and TAP (Transportation Alternatives Program) grant Monies will be sought for 2018. The Town has prepared a new grant package to the state this month. No new update. An official Town resolution has been sent to SHA to have them include provisions for the boardwalk and underground utilities as part of their 261 upgrade project.

Stormwater Flood Pump Upgrade and 9th & Atlantic upgrades:

The existing stormwater pump station is not designed to adequately handle frequent localized flooding. We have begun to analyze the system and provide upgrade proposals for consideration and to request monies to be budgeted in the coming fiscal year and to (100K) we are looking at possible grant opportunities.

Flood Mitigation Plan:

Calvert County Department of planning and Zoning issued a flood mitigation plan for the town of North Beach. The plan is a guide that outlines flood issues and sea rise issues in the Town along with potential mitigation consideration for current conditions and into the year 2100. Nine (9) recommendations came out of the study, many of which are or have already been implemented.

Public Works Yard - Well Building

We prepared a preliminary engineering construction budget to upgrade and raise the existing 30+ year old well house building. Design is underway. We are meeting with BGE to discuss relocation of the existing electric service and meter out of the well building and into the shop.

Storm Drain System Maintenance:

We are working with Donnie and public works to develop a storm drainage maintenance and improvement plan for Fy 18 and Fy 19. Ongoing.

Sewer Meter/ Calvert County Connections:

Calvert County sewage effluent mixes with the town effluent before being pumped together to the Waste Water Reclamation Facility in Chesapeake Beach. We have provided the county with our updated EDU analysis. We are also sending a letter to the County encouraging them to do a smoke test on their system to ensure there are limited infiltration points within their system.

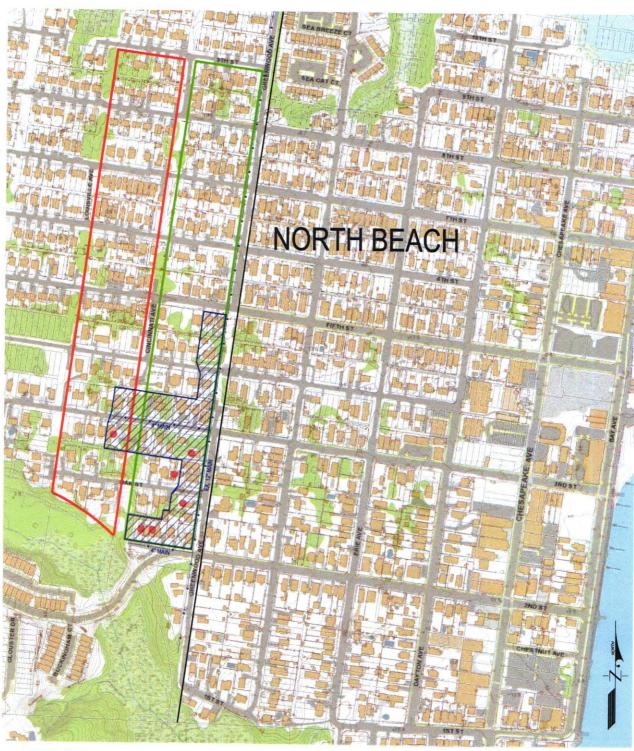
Library Site:

We have prepared a new Library Site Concept Plan which has been provided to the County. A new Memorandum of understanding to move the project forward will be prepared behind.

North Town Water Service Franchise Area:

We have planned (attached) a new franchise designation plan to accompany a request to Calvert County to revise the water service limits.

0/NB Engineering Report.PW.911.sh





MAY 16, 2017 **BOCC ORDINANCE 28-17**



DECEMBER 7, 2010 **BOCC ORDINANCE 47-10**

EXISTING FRANCHISE PROPERTIES CONNECTED TO NORTH BEACH WATER SYSTEM (SEE ADDRESSES BELOW)

- 1. 3832 2ND ST
- 2. 3836 2ND ST 3. 3838 OAK ST
- 4. 3817 3RD ST
- 5. 8924 GREENWOOD AVE
- 6. 8916 GREENWOOD AVE

FUTURE FRANCHISE PROPERTIES TO BE SERVICED (SEE ADDRESSES BELOW)

1.	3850 OAK ST	13.	3841 3RD ST
2.	8956 GREENWOOD AVE	14.	3840 3RD ST
3.	8910 GREENWOOD AVE	15.	3837 3RD ST
4.	8905 CINCINNATI AVE	16.	3833 3RD ST
5.	3849 5TH ST	17.	3830 3RD ST
6.	3845 5TH ST	18.	3820 3RD ST
7.	3850 4TH ST	19.	3816 3RD ST
8.	3849 4TH ST	20.	3848 2ND ST
9.	3846 4TH ST	21.	3840 2ND ST
10.	3849 3RD ST	22.	3838 2ND ST
11.	3848 3RD ST	23.	3834 2ND ST
12.	3844 3RD ST		



Code Enforcement Rental Registration



Tasks

Action Center

Code Enforcement

Rental Registration

Reports

Setup

GIS MAPS

Hε



CE GIS Maps RR GIS Maps



1.	18-320	09/25/2018	3903 1ST St NORTH BEACH, MD 20714	Closed - Compliance	Tr
2.	18-308	09/11/2018	4010 1ST St NORTH BEACH, MD 20714	Closed - Compliance	Tr
3.	18-310	09/12/2018	8806 DAYTON Ave NORTH BEACH, MD 20714	Closed - Compliance	Tr
4.	18-306	09/04/2018	3709 BEDFORD Dr NORTH BEACH, MD 20714	Pass	RE
5.	18-307	09/04/2018	3768 BEDFORD Dr NORTH BEACH, MD 20714	Pass	RE
6.	18-315	09/19/2018	3753 BEDFORD Dr NORTH BEACH, MD 20714	Pass	RE
7.	18-309	09/12/2018	8913 DAYTON Ave NORTH BEACH, MD 20714	Closed - Compliance	W
8.	18-313	09/17/2018	8936 FREDERICK Ave NORTH BEACH, MD 20714	Pass	RE
9.	18-321	09/26/2018	3938 3RD St NORTH BEACH, MD 20714	Case Initiated	W
10.	18-319	09/24/2018	3917 4TH St NORTH BEACH, MD 20714	Closed - Compliance	Tr
11.	18-312	09/12/2018	9122 BAY Ave NORTH BEACH, MD 20714	Fail	RE
12.	18-314	09/17/2018	4003 6TH St NORTH BEACH, MD 20714	Pass	RE
13.	18-317	09/19/2018	9110 ERIE Ave NORTH BEACH, MD 20714	Closed - Compliance	Tr
14.	18-324	09/27/2018	9121 DAYTON Ave NORTH BEACH, MD 20714	Case Initiated	Tr
15.	18-323	09/26/2018	4113 7TH St NORTH BEACH, MD 20714	Pass	RE
16.	18-316	09/19/2018	9204 ATLANTIC Ave NORTH BEACH, MD 20714	Pass	RE
17.	18-322	09/26/2018	9210 BAY St NORTH BEACH, MD 20714	Fail	RE
18.	18-311	09/12/2018	9356 SEA OAT Ct NORTH BEACH, MD 20714	Fail	RE
19.	18-325	10/01/2018	3919 SEA BASS Ct NORTH BEACH, MD 20714	Case Initiated	W
20.	18-318	09/24/2018	3925 SEA BASS Ct NORTH BEACH, MD 20714	Closed - Compliance	W
21.	18-326	10/01/2018	9432 SEA BREEZE Ct NORTH BEACH, MD 20714	Case Initiated	W
21.	18-305	09/04/2018	9432 SEA BREEZE Ct NORTH BEACH, MD 20714	Closed - Compliance	W
			20/14	Crosed - Compilance	VV

ZONING AND OTHER

5 Parking tickets issued inside of the "Green Zone"
Court Dates have been set for 13 Pending Civil Citations.
Security forms sent to MVA to reinstate the Flagging Program for MVA
Towing Contract

8 Miscellaneous Zoning Permits

9 Zoning Applications (addtions, new houses, business expansions)

Working on Critical Area Report for the Critical Area Commision

Finalized contract and scope of work for Demolition of "Abel" house on 8th. 10/26/18

MEMO

To: Mayor o

Mayor and Town Council

From:

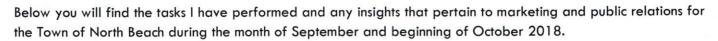
Dawn Richardson

Date:

October 4, 2018

RE:

Monthly Report



- · Continue to monitor Shirt Shack inventory and sales. It's open each Friday until October 19th.
- Prepared and circulated information regarding sand bags and helpful tips in preparation for possible effects
 of Hurricane Florence.
- Modified flyers and promotional materials for Hound of the Town and Boo Bash. Attended the Special Events
 meeting to discuss the fall events.
- · Began working on the fall newsletter.
- · Created advertisements to promote the town, weddings and events.
- Prepared and distributed the Save the Date for the EDC Summit to be held October 10, 2018.
- Circulated information regarding Community Clean Up on September 29 & 30, 2018.
- Daily tasks: website (updated calendar entries, sent out News email blasts); sent out text notifications; Facebook (created posts to promote events and pertinent town information, shared posts from town businesses on North Beach Maryland page); sent out text notifications.
- Shirt Shack Sales:
 August: \$385; Total Number of Items Sold: 56

UPCOMING EVENTS

THRU OCT 19 | Every Friday Night 6 TO 9 PM

Farmers' Market, Classic Car Cruise-In & Art Fair

OCT 27 | 12 PM

Hound of the Town

OCT 27 | 3 PM

Boo Bash

OCT 27 | DUSK

Drive-In Movie: The Addams Family

NOV 30 | 7 PM

Light Up the Town

DEC 1 | 10 AM

Christmas Market on 5th Street

DEC 1 | 12 PM

Holiday Parade | Santa & Christmas on the Beach

JAN 1, 2019 | 1 PM

Polar Bear Plunge



The Jewel of the Clesopeake Bay North Beach, Maryland

North Beach Funding Report



October 2018

Town of North Beach
Authored by: Veronica Owens
Development Specialist



Funding 2018

2017 Grant Funding Total: \$280,000.00

2018 AWARDED:

Total Awarded in 2018:	\$104.534.00
Callis Park - Phase 2	\$79,534.00
MEA Healthy Living Grant Program	\$25,000.00

Not Awarded:

Park Ranger	\$ 50,000.00
SHA - Elevated Walkway	\$885,976.00

Update: Healthy Living Application – Currently, the funding (\$25,000) has been totally committed and we will be installing energy efficiency retrofits over the next thirty days. Homeowners will be able to see a savings of over \$40.00 -\$75.00 a month in energy savings to their heating and cooling bills. We have requested an additional allocation of funding to assist the current waiting list. Residents who are interested in the program should still apply. With the additional funding, we will begin with the waiting list first. So, reserve your spot and still apply. The homeowners this round reside in North Beach, Lusby and Prince Frederick. Currently, we have six qualified homeowners on the waiting list.

Currently: underway in working towards another electric vehicle for code enforcement and a hybrid vehicle for department of public works. Searching for grant opportunities for sewer/well house

PENDING:

Elevated Walkway \$250,000.00 Lighting the Bay Project \$50,000.00 Total Pending: \$300,000.00

Healthy Living Program

The Healthy Living applications are now available at North Beach Town Hall. We are seeking funding for the next round of funding now.

Income Guidelines:

Family of 1	Family of 2	Family of 3	Family of 4	Family of 5
\$65,700	\$75,050.00	\$84,000.00	\$93,750.00	\$108,800.00

Eligible:

HVAC - Furnace/Central Air

Stove

Refrigerator

Water Heater

Weatherization/Air Sealing