



PUBLIC HEARING MINUTES
January 16, 2020

Patrick J. Mahoney, Mayor, called the public hearing to order at 6:55 p.m. In attendance were: Dr. Valerie L. Beaudin, Derek J. Favret, Lawrence P. Jaworski, Gregory J. Morris and Keith L. Pardieck, Council Members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Dale Clark, Town Treasurer, Elissa Levan, Town Attorney, James Berry, Public Works Manager, Connie O'Dell, Code Enforcement Officer, Paul Woodburn, Town Engineer, Marilyn VanWagner, Water Park General Manager, Jon Castro, WRTP Manager, and Lieutenant Naughton.

The Mayor opened the public hearing and read into the record Ordinance O-19-17.

Ordinance O-19-17, an ordinance of the Town Council of Chesapeake Beach, Maryland amending Chapter 196 "Parks and Public Areas", Article I, "Regulations concerning all public parks, public venues and restricted property", to enact Section 196-9.1, "Smoking on Town Property", to prohibit smoking on specified town property and to provide a sanction for a violation of Section 196-9.1.

The Mayor called for public comment. There were no comments received.

There being no further comments, the hearing was adjourned at 6:56 p.m. on a motion by Councilwoman Beaudin. Seconded by Councilman Pardieck, all in favor.

The Mayor opened the public hearing and read into the record Ordinance O-19-18.

Ordinance O-19-18, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting a revised water and sewer policy manual.

The Mayor stated that Councilman Jaworski will be presenting a number of amendments for consideration. Councilman Jaworski read into the record his proposed amendments.

The Mayor called for public comment. There were no comments received.

There being no further comments, the hearing was adjourned at 6:59 p.m. on a motion by Councilwoman Beaudin. Seconded by Councilman Pardieck, all in favor.

Submitted by,

Sharon L. Humm
Town Clerk



**MINUTES OF THE
TOWN COUNCIL MEETING
January 16, 2020**

- I.** Patrick J. Mahoney, Mayor, called the meeting to order at 7:00 p.m. In attendance were: Dr. Valerie Beaudin, Derek J. Favret, L. Charles Fink, Lawrence P. Jaworski, Gregory J. Morris, and Keith L. Pardieck, Council Members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Dale Clark, Town Treasurer, Elissa Levan, Town Attorney, Jay Berry, Public Works Manager, Connie O'Dell, Code Enforcement Officer, Paul Woodburn, Town Engineer, Marilyn VanWagner, Water Park General Manager, Jon Castro, W RTP Manager, and Lieutenant Naughton.

- II. Pledge of Allegiance.** The Council led the Pledge of Allegiance.

- III. Approve the Agenda.**

MOTION: Councilman Jaworski moved to approve the agenda.
Seconded by Councilwoman Beaudin, all in favor.

- IV. Public comment on any item on the agenda.** None.

- V. Approval of the minutes of the December 19, 2019 public hearings.**

MOTION: Councilwoman Beaudin moved to approve the minutes of the December 19, 2019 public hearings. Seconded by Councilman Fink, all in favor.

Approval of the minutes of the December 19, 2019 Town Council meeting.

MOTION: Councilman Jaworski moved to approve the minutes of the December 19, 2019 Town Council meeting. Seconded by Councilman Pardieck, all in favor.

Approval of the minutes of the January 6, 2020 Work Session.

MOTION: Councilwoman Beaudin moved to approve the minutes of the January 6, 2020 Work Session. Seconded by Councilman Fink, all in favor.

VI. Petitions and Communications

- A. Dr. Drew Fuller – Medical Director of the Mobile Crisis Center** – Dr. Fuller provided a very informative power point outlining the need for addiction services and how to seek services for yourself or a loved one.
- B. Special Presentation by the American Cancer Society-** Nancy Miller, Senior Community Development Manager for the American Cancer Society for Calvert County was present to speak on the “Real Men Wear Pink” program. This program, held in October, raises awareness about breast cancer. All funds raised are specifically restricted to breast cancer research. Ms. Miller was honored to present to the Twin Beach Deputies,

a plaque in appreciation for their generous support in the fight against breast cancer. The "Real Men Wear Pink" team consisted of, Lieutenant Naughton, Master DFC Jacobs, and DFC Holt.

- C. **North Beach Volunteer Fire Department** – The attached written report was submitted.
- D. **Deputy's Report** –Sergeant Phelps submitted the attached written report. Lieutenant Naughton was present to address the Council.
- E. **Public Works Report** – Mr. Berry submitted the attached written report and was present to address the Council.
- F. **Code Enforcement Report** – Mrs. O'Dell submitted the attached written report and was present to address Council. Mrs. O'Dell updated the Council on the Harbor Road matter.
- G. **Town Engineer's Report** – Mr. Woodburn submitted the attached written report and was present to address the Council.
- H. **Water Park Report** – Ms. VanWagner submitted the attached written report and was present to address the Council.
- I. **Water Reclamation Treatment Plant Report** – Mr. Castro submitted the attached written report and was present to address the Council.
- J. **Town Treasurer Report** – Mr. Clark submitted the attached written report and was present to address the Council.
- K. **Town Administrator's Report**- Mrs. Wahl submitted the attached written report and was present to address the Council. Mrs. Wahl reported the Town received their waiver for the dredging and anticipates it to take place the last week of January, first week of February.
- L. **Mayor' Report** -

1. The Mayor was pleased to present the State of the Town Mayoral Address. He thanked the Town Administrator and her staff for the hard work put forth in preparing this report.

VII. Resolutions & Ordinances:

- A. Vote on Ordinance O-19-17, an ordinance of the Town Council of Chesapeake Beach, Maryland amending Chapter 196 "Parks and Public Areas", Article I, "Regulations concerning all public parks, public venues and restricted property", to enact Section 196-9.1, "Smoking on Town Property", to prohibit smoking on specified town property and to provide a sanction for a violation of Section 196-9.1.

MOTION: Councilwoman Beaudin moved to approve Ordinance O-19-17.
Seconded by Councilman Fink, all in favor.

- B. Vote on Ordinance O-19-18, an ordinance of the Town Council of Chesapeake Beach, Maryland adopting a revised water and sewer policy manual.

MOTION: Councilman Jaworski moved to approve Ordinance O-19-18. Seconded by Councilwoman Beaudin.

MOTION: Councilman Jaworski moved to amend Ordinance O-19-18 as follows:

- 1) Page 8 under EDU definition, add "Reference Appendix G for the Schedule of equivalent dwelling units"
- 2) Page 10 under the Property line definition, add a period (.).
- 3) Section 2.4 Under Responsibilities, add "Reference Appendix H for general information related to water and sewer connections"
- 4) Section 7.11 Under Responsibilities, add "Reference Appendix H for general information related to water and sewer connections"
- 5) Amend the ordinance to add, "Town Council is authorized to amend the Appendixes annually by resolution" prior to the signature line.
- 6) Add a Section 2 to the ordinance stating, "It is the intention of the Mayor and Town Council that the water and sewer manual be reviewed at least once every four years."
- 7) Amendments requested by Councilman Pardieck for Appendix H, add a header "General Connection Type", add a header "Community Name" and remove the * reference at the bottom of the page and replace it with the word "Note". All changes are on page 1 of the Appendix.

Seconded by Councilman Favret, all in favor.

The Council voted on Ordinance O-19-18 as amended, all in favor.

- C. Ordinance O-20-1, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the annual budget for the General Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2018 to June 30, 2019 to reconcile expenses and income and ratify over expenditures. **A public hearing will be held at 6:45 pm prior to the next regularly scheduled meeting.**
- D. Introduce Ordinance O-20-2, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the annual budget for the Water Park Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2018 to June 30, 2019 to reconcile expenses and income and ratify over expenditures. **A public hearing will be held at 6:48 pm prior to the next regularly scheduled meeting.**
- E. Introduce Ordinance O-20-3, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the annual budget for the Utility Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2018 to June 30, 2019 to reconcile expenses and income and ratify over expenditures. **A public hearing will be held at 6:51 pm prior to the next regularly scheduled meeting.**

- F. Introduce Ordinance O-20-4, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the annual budget for the Water Reclamation and Treatment Plant Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2018 to June 30, 2019 to reconcile expenses and income and ratify over expenditures. **A public hearing will be held at 6:53 pm prior to the next regularly scheduled meeting.**
- G. Introduce Ordinance O-20-5, an ordinance of the Town Council of Chesapeake Beach, Maryland, repealing in its entirety and reenacting Chapter 25, "Ethics, Public," of the Chesapeake Beach Code, to comply with MD Code Ann., General Provisions Article, Title 5, and to meet the Town's need for ethical and efficient government; and matters generally relating to public ethics for officials, appointees and employees of the Town. **A public hearing will be held at 6:55 pm prior to the next regularly scheduled meeting.**

VIII. Report of Officers, Boards and Committees:

- A. **Planning & Zoning Commission** – A meeting is scheduled for January 22, 2020.
- B. **Board of Appeals** – No hearing was held.
- C. **Chesapeake Beach Oyster Cultivation Society** – John Bacon submitted the attached written report.
- D. **Economic Development Committee** – Councilman Jaworski stated he and Councilman Morris attended the Walkable Community Advisory Group meeting and will defer to Councilman Favret for the report.
- E. **Twin Beaches Opioid Abuse Awareness Coalition** – Councilman Pardieck reported a meeting was held January 14th and highlighted a few things discussed and commented the TBOAAC 2019 activity report will be posted on the website for viewing. Mr. Pardieck expressed his appreciation to all those partnering agencies and citizen participation that have done so much work with, and for, this committee.
- F. **Walkable Community Advisory Group** – Councilman Favret reported the Group met on January 13th. The Group was joined by Councilmen Jaworski and Morris of the Economic Development Committee in an effort to identify and confirm some of the joint priorities that both groups have. The Group had a conference call with their planning firm receiving an update on the work that they have been doing, and hopes to come down for another site visit in early February.

IX. Unfinished Business: None

X. New Business: None

XI. Public comment was received by: None

XII. Council Lightning Round:

1. Dr. Beaudin looks forward to working with Council in 2020.
2. Mr. Fink commented he was sad to see the Christmas lights come down.
3. Mr. Jaworski wanted to express his deep appreciation to Holly, Jay, Connie, Paul, Chris, Jon, and everyone that participated in the three-year long effort on the revision of the water/sewer manual. Go Packers and Chiefs!
4. The Mayor echoed Councilman Jaworski's comments, again thanking the team for all their input and dedication in staying with it and getting it done!
5. Mr. Morris commented for all to enjoy the rest of January and February being leap year this year.
6. Mr. Pardieck wanted to thank John Bacon and CBOCS for all the work they have done and apologized that he would not be able to attend the mural painting this year.
7. Mr. Favret stated he will have another opportunity to do one of the more enjoyable aspects of being a councilman. He will have the pleasure of speaking to another Boy Scout troop on the responsibilities of being a local government leader and how one can become involved in the local community. He looks forward to it.

XIII. Adjournment:

There being no further business, the meeting adjourned at 8:27 p.m. on a motion by Councilman Jaworski. Seconded by Councilman Favret, all in favor.

Submitted by,



Sharon L. Humm,
Town Clerk



December 2019 Town Stats,

Fire = 49

AFA = 8

Brush = 0

EMS = 25

Fire's = 3

(Chimney, House, Barn, vehicle, ETC)

Hazmat = 0

Investigation = 1

MVA = 2

Helicopter Landing = 0

Service = 10

Water Rescue = 0

Fire Calls dispatched in the Town of CB = 38

Fire Calls dispatched in the Town of NB = 11

Fire Drill:N/A due to Christmas

Fundraising: Hall Rental- 12/14, 12/21, Christmas Trees



EMS = 95

Chest Pains = 6

Diabetic Emergency = 2

Fire Standby = 1

MVC = 2

Overdose = 2

Psychiatric Emerg. = 1

Respiratory Distress = 19

Seizures = 5

Stroke (CVA) = 4

Unconscious Subj. = 6

Other Non- Emergent dispatched Calls =23

EMS Calls dispatched in the Town of CB = 64

EMS Calls dispatched in the Town of NB = 31

EMS DRILL : EMS Communications

Choking = 1

Syncope = 5

Suicide = 0

Gun Shot = 0

Head Injury = 0

Hypertension = 3

Assault = 1

Hemorrhage- 4

Cardiac Arrest - 1

Altered Mental Status - 1

Allergic Reaction -1

Traumatic Injury = 7



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: January 7, 2020
To: Sharon Humm
From: Sergeant Thomas S. Phelps
Re: Sheriff's Office Report-Chesapeake Beach

In December of 2019, the Sheriff's Office handled 250 calls for service in Chesapeake Beach. This is down from 304 calls in November 2019.

Call Breakdown for December 2019:

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

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

Of the 250 calls, we handled:

- 2 CDS Violations (1 Suboxone; 1 Distribution of Oxycodone) (Closed by Arrest)
- 10 Thefts
 - Oxy Pills from Residence – 26th St. (Closed by Arrest)
 - Burglary Subject broke into a Residence – Ches. Bch. Rd. (Closed by Arrest)
 - Shoplifting Beer from Fastop (Closed by Arrest)
 - Cash Out Ticket from Machine at A&A Gaming (Under Investigation)
 - Items from UNLOCKED Vehicle – Forest River Terr (Under Investigation)
 - Stolen Vehicle – F150 – Ivy La. (Recovered in Cheverly, MD) (Under Investigation)
 - Items from UNLOCKED Vehicle – Ivy La. (Including Key Fob for Stolen F150) (Under Investigation)
 - Items from UNLOCKED Vehicle – Autumn Crest La. (Under Investigation)
 - Items from UNLOCKED Vehicle – Bay Walk Sq. (Under Investigation)
 - Leaf Blower from UNLOCKED/NO DOOR Shed – 27th St. (Under Investigation)
- 2 Trespassing Arrests
- 1 Non-Fatal Heroin Overdose
- 5 Marijuana Civil Violations
- 2 Dis-Orderly Arrest
- 1 Assault Arrest
- 1 Violation of Protective Order Arrest

December 2019 Calls for Service Chesapeake Beach

| Call Type | Month | Year | Call Type | Month | Year | Call Type | Month | Year |
|-------------------------|-------|------|------------------------|-------|------|----------------------------|-------|------|
| 911 Hang Up | 17 | 171 | Fireworks Complaint | 0 | 6 | Relay | 1 | 4 |
| Abandoned Vehicle | 1 | 15 | Follow Up | 9 | 109 | Robbery | 0 | 2 |
| Accident | 4 | 132 | Found Property | 3 | 24 | Search Warrant | 0 | 6 |
| Alarm | 4 | 104 | Fraud | 1 | 20 | Sexual Assault | 0 | 1 |
| Alcohol Violation | 0 | 5 | Harassment | 0 | 9 | Sex Offender Registry | 0 | 0 |
| Animal Complaint | 4 | 18 | Illegal Dumping | 0 | 3 | Special Assignment | 2 | 51 |
| Assault | 0 | 20 | Industrial Accident | 0 | 2 | Stalking | 0 | 0 |
| Assist Motorist | 7 | 106 | Indecent Exposure | 0 | 6 | Stolen Vehicle | 1 | 10 |
| Assist Other Dept | 1 | 36 | Intoxicated Person | 0 | 7 | Summons Service | 2 | 23 |
| Assist Sick/Injured | 6 | 84 | Kidnapping/Abduction | 0 | 0 | Suspicious Person | 3 | 84 |
| Attempt to Locate | 6 | 101 | Loitering | 0 | 3 | Suspicious Vehicle | 3 | 88 |
| Burglary | 1 | 20 | Lost Property | 0 | 2 | Tampering with MV | 0 | 7 |
| CDS Violation | 1 | 24 | Loud Party/ Music | 2 | 13 | Telephone Misuse | 0 | 0 |
| Check Welfare | 4 | 103 | Mental Subject | 0 | 10 | Theft | 12 | 74 |
| Conservor of Peace | 2 | 30 | Missing Person | 3 | 22 | Traffic Complaint | 5 | 97 |
| Destruction of Property | 1 | 24 | Neighborhood Dispute | 1 | 5 | Traffic Control | 0 | 5 |
| Death Investigation | 0 | 1 | Notification | 0 | 2 | Traffic Enforcement | 0 | 9 |
| Disorderly | 7 | 118 | Parking Complaint | 7 | 104 | Trespassing | 2 | 58 |
| Domestic | 8 | 113 | Patrol Check | 109 | 1642 | Unauthorized Use MV | 0 | 1 |
| Escort | 0 | 0 | Person with Weapon | 0 | 2 | Unknown Problem | 0 | 10 |
| Eviction | 0 | 12 | Police Information | 4 | 73 | Violation Protective Order | 0 | 7 |
| Fight | 1 | 15 | Protective/Peace Order | 3 | 30 | Warrant Service | 1 | 23 |
| Firearms Complaint | 1 | 6 | Prowler | 0 | 0 | | | |
| Total Calls | | | | | | | 250 | 3912 |

| | Month | Year | | Month | Year |
|---------------------------|-------|------|--------------------|-------|------|
| DUI Arrest | | 18 | CDS Arrest | | 35 |
| Civil Marijuana Citations | | 32 | Non Fatal Overdose | | 12 |
| | | | Fatal Overdose | | 1 |

**** Notes ****

December 2019 Calls for Service North Beach

| Call Type | Month | Year | Call Type | Month | Year | Call Type | Month | Year |
|-------------------------|-------|------|------------------------|-------|------|----------------------------|-------|------|
| 911 Hang Up | 6 | 83 | Fireworks Complaint | 0 | 2 | Relay | 0 | 1 |
| Abandoned Vehicle | 0 | 1 | Follow Up | 1 | 34 | Robbery | 0 | 1 |
| Accident | 7 | 43 | Found Property | 1 | 6 | Search Warrant | 1 | 2 |
| Alarm | 4 | 54 | Fraud | 0 | 11 | Sexual Assault | 0 | 1 |
| Animal Complaint | 0 | 14 | Harassment | 0 | 5 | Sex Offender Registry | 0 | 0 |
| Assault | 0 | 9 | Illegal Dumping | 0 | 3 | Special Assignment | 4 | 48 |
| Assist Motorist | 2 | 26 | Industrial Accident | 0 | 0 | Stalking | 0 | 0 |
| Assist Other Dept | 0 | 17 | Indecent Exposure | 0 | 2 | Stolen Vehicle | 0 | 5 |
| Assist Sick/Injured | 2 | 36 | Intoxicated Person | 0 | 7 | Summons Service | 0 | 18 |
| Attempt to Locate | 0 | 32 | Kidnapping/Abduction | 0 | 0 | Suspicious Person | 3 | 35 |
| BioChem/ Susp Package | 0 | 0 | Loitering | 0 | 1 | Suspicious Vehicle | 1 | 21 |
| Burglary | 0 | 6 | Lost Property | 0 | 0 | Tampering with MV | 0 | 0 |
| CDS Violation | 0 | 5 | Loud Party/ Music | 0 | 10 | Telephone Misuse | 0 | 0 |
| Check Welfare | 4 | 59 | Mental Subject | 0 | 0 | Theft | 1 | 29 |
| Conservor of Peace | 2 | 11 | Missing Person | 0 | 4 | Traffic Complaint | 4 | 37 |
| Destruction of Property | 1 | 14 | Neighborhood Dispute | 0 | 0 | Traffic Control | 0 | 0 |
| Death Investigation | 0 | 2 | Notification | 0 | 2 | Traffic Enforcement | 0 | 17 |
| Disorderly | 0 | 54 | Parking Complaint | 3 | 30 | Trespassing | 3 | 27 |
| Domestic | 2 | 34 | Patrol Check | 59 | 739 | Unauthorized Use MV | 0 | 0 |
| Escort | 1 | 3 | Person with Weapon | 0 | 0 | Unknown Problem | 0 | 5 |
| Eviction | 1 | 6 | Police Information | 3 | 22 | Violation Protective Order | 0 | 2 |
| Fight | 0 | 12 | Protective/Peace Order | 0 | 7 | Warrant Service | 0 | 14 |
| Firearms Complaint | 0 | 5 | Prowler | 0 | 0 | | | |
| | | | | | | Total Calls | 116 | 1674 |

| | Month | Year | | Month | Year | | Month | Year |
|---------------------------|-------|------|--------------------|-------|------|----------------|-------|------|
| DUI Arrest | 1 | 8 | CDS Arrest | 1 | 6 | Other Arrest | 0 | 31 |
| Civil Marijuana Citations | 2 | 10 | Non Fatal Overdose | 0 | 4 | Fatal Overdose | 1 | 2 |

**** Notes ****



Public Works Administrator's Report

To: Mayor & Town Council

From: James Berry

Subject: Public Works Report

Date: January 16, 2020

Water leak- We had a water main break on Silver Fox Way, and it is now repaired. PW shut off water due to a break on the homeowner's side at Seagate.

Wet wells- We are in the process of pulling both pumps at Richfield Station main wet well. We will be working with a contractor to clean out our wet wells next month.

Water meter/MXU- We have started back with changing out MXU's to make ready for the remote read system.

Flushing- We have completed our 3rd and final round of flushing for the year, we will start the process again in March 2020.

Ball Fields - We are currently test pitting the existing storm drains around the entire complex to better understand their condition.

Railway Trail - We are replacing wooden handrails with composite as weather permits.

Water Park - We will be helping the water technician replace the pump 5 feature return line starting this month.

The Heritage - This project is now at the point where utilities are being installed. Public works meets with the contractor on a regular basis to inspect and ensure everything is to plan.

Emergency calls - We have had 7 emergency calls since our last meeting. 3 requiring a response. 2 for water line breaks, and 1 for a sewer back up that was on a homeowner's side.



Code Enforcement Summary Report

Report Criteria:

| Status | Assigned To | Census Tract | Violation | Initiation | Open Date Range | Follow up Date Range | Close Date Range |
|----------|----------------|--------------|-----------|------------|-----------------|----------------------|------------------|
| All Open | O'Dell, Connie | | All | All | From To | From To | From To |

CE Totals

| Total | Closed Cases | Open Cases |
|---------------|--------------|------------|
| Totals | 21 | 0 |
| | 0 | 21 |

CE Cases by Employee

| Employee | Total | Closed Cases | Open Cases |
|----------------|-----------|--------------|------------|
| O'Dell, Connie | 21 | 0 | 21 |
| Totals | 21 | 0 | 21 |

CE Cases by Violation

| Violation | Total Violations | Closed Violations | Open Violations |
|---|------------------|-------------------|-----------------|
| 110-15: Steep Slope Construction on or Adjacent to | 2 | 0 | 2 |
| 115-3 Dangerous Buildings - Failure to Comply | 3 | 0 | 3 |
| 200-6 Violations and penalties for Property Maintenance | 3 | 0 | 3 |
| Fence Over 42" | 0 | 0 | 0 |
| Foreclosure | 2 | 1 | 1 |
| Global Stability Analysis/Storm Drain/Stormwater Mgmt Plan Required | 1 | 0 | 1 |
| Minimum Housing Standards - Broken or Defective Windows and Door Openings | 0 | 0 | 0 |
| Minimum Housing Standards - Condition of the Premises A (3) | 1 | 0 | 1 |
| Minimum Housing Standards - Exterior Structure B (1) | 1 | 0 | 1 |

| | | | |
|---|-----------|----------|-----------|
| Minimum Housing Standards - Exterior Structure B (2) | 2 | 0 | 2 |
| Minimum Housing Standards - Exterior Structure B (3) | 1 | 0 | 1 |
| Minimum Housing Standards - Exterior Structure B (5) | 1 | 0 | 1 |
| Minimum Housing Standards - Exterior Structure B (9) | 1 | 0 | 1 |
| Overflow of ground water, public water or sewer | 0 | 0 | 0 |
| Pool Fencing - Missing or Non-Compliant | 1 | 0 | 1 |
| Prohibited Animals | 0 | 0 | 0 |
| Prohibited Parking | 0 | 0 | 0 |
| Property Maintenance - Minimum Maintenance Requirements | 0 | 0 | 0 |
| Property Maintenance - Minimum Maintenance Requirements (B) | 4 | 0 | 4 |
| Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris | 6 | 0 | 6 |
| Property Maintenance - Sanitary Maintenance - Grass | 3 | 0 | 3 |
| Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard | 2 | 0 | 2 |
| Property Maintenance - Sanitary Maintenance - Rodents | 0 | 0 | 0 |
| Property Maintenance - Sanitary Maintenance - Vehicles | 6 | 1 | 5 |
| Sanitary Maintenance | 3 | 0 | 3 |
| Sewer is Backed Up | 0 | 0 | 0 |
| Sewer/Water Manual Violation | 0 | 0 | 0 |
| Sign Ordinance | 1 | 0 | 1 |
| Waste/Sewer Back Up | 0 | 0 | 0 |
| Zoning Permit Required | 2 | 1 | 1 |
| Totals | 46 | 3 | 43 |



Code Enforcement Summary Report

Report Criteria:

| Status | Assigned To | Census Tract | Violation | Initiation | Open Date Range | Follow up Date Range | Close Date Range |
|------------|----------------|--------------|-----------|------------|-------------------------------|----------------------|-------------------------------|
| All Closed | O'Dell, Connie | | All | All | From 01/01/2019 To 01/09/2020 | From To | From 01/01/2019 To 01/09/2020 |

CE Totals

| Total | Closed Cases | Open Cases |
|---------------|--------------|------------|
| Totals | 85 | 0 |

CE Cases by Employee

| Employee | Total | Closed Cases | Open Cases |
|----------------|-----------|--------------|------------|
| O'Dell, Connie | 85 | 85 | 0 |
| Totals | 85 | 85 | 0 |

CE Cases by Violation

| Violation | Total Violations | Closed Violations | Open Violations |
|---|------------------|-------------------|-----------------|
| 110-15: Steep Slope Construction on or Adjacent to | 0 | 0 | 0 |
| 115-3 Dangerous Buildings - Failure to Comply | 2 | 2 | 0 |
| 200-6 Violations and penalties for Property Maintenance | 2 | 2 | 0 |
| Fence Over 42" | 1 | 1 | 0 |
| Foreclosure | 3 | 3 | 0 |
| Global Stability Analysis/Storm Drain/Stormwater Mgmt Plan Required | 0 | 0 | 0 |
| Minimum Housing Standards - Broken or Defective Windows and Door Openings | 1 | 1 | 0 |
| Minimum Housing Standards - Condition of the Premises A (3) | 0 | 0 | 0 |
| Minimum Housing Standards - Exterior Structure B (1) | 0 | 0 | 0 |

| | | | | |
|---|------------|------------|------------|----------|
| Minimum Housing Standards - Exterior Structure B (2) | 0 | 0 | 0 | 0 |
| Minimum Housing Standards - Exterior Structure B (3) | 0 | 0 | 0 | 0 |
| Minimum Housing Standards - Exterior Structure B (5) | 0 | 0 | 0 | 0 |
| Minimum Housing Standards - Exterior Structure B (9) | 0 | 0 | 0 | 0 |
| Overflow of ground water, public water or sewer | 1 | 1 | 1 | 0 |
| Pool Fencing - Missing or Non-Compliant | 0 | 0 | 0 | 0 |
| Prohibited Animals | 1 | 1 | 1 | 0 |
| Prohibited Parking | 4 | 4 | 4 | 0 |
| Property Maintenance - Minimum Maintenance Requirements | 2 | 2 | 2 | 0 |
| Property Maintenance - Minimum Maintenance Requirements (B) | 8 | 8 | 8 | 0 |
| Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris | 18 | 18 | 18 | 0 |
| Property Maintenance - Sanitary Maintenance - Grass | 16 | 16 | 16 | 0 |
| Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard | 4 | 4 | 4 | 0 |
| Property Maintenance - Sanitary Maintenance - Rodents | 1 | 1 | 1 | 0 |
| Property Maintenance - Sanitary Maintenance - Vehicles | 21 | 21 | 21 | 0 |
| Sanitary Maintenance | 8 | 8 | 8 | 0 |
| Sewer Is Backed Up | 1 | 1 | 1 | 0 |
| Sewer/Water Manual Violation | 2 | 2 | 2 | 0 |
| Sign Ordinance | 3 | 3 | 3 | 0 |
| Waste/Sewer Back Up | 1 | 1 | 1 | 0 |
| Zoning Permit Required | 4 | 4 | 4 | 0 |
| Totals | 104 | 104 | 104 | 0 |



Code Enforcement Case Detail Report

Report Criteria:

| Status | Priority | Violation Status | Assigned To | Violation | Property Type | CDBG Eligibility | Open Date Range | Follow up Date Range | Close Date Range | Initiation Type |
|------------|----------|------------------|-------------|-----------|---------------|------------------|-----------------|----------------------|-------------------------------|-----------------|
| All Closed | All | All | All | All | All | All | From To | From To | From 12/12/2019 To 01/09/2020 | |

Report Details

| Case# | eFM Case# | Status | Violation(s) | Priority | Street Number | Street Direction | Street Name | Street Type | Unit | Zip | APN | Initiation | Open Date | Follow Up Date | Assigned To |
|---------|-----------|------------------------------|--|----------|---------------|------------------|-------------|-------------|------|-------|------------|----------------|------------|----------------|----------------|
| CE19-99 | | Closed: Voluntary Compliance | Property Maintenance - Minimum Maintenance Requirements (B) - Closed Property Maintenance - Minimum Maintenance Requirements - Closed | Medium | 7905 | | Bayside Rd | St | | 20732 | | Complaint | 12/03/2019 | 12/17/2019 | O'Dell, Connie |
| CE19-97 | | Closed: Voluntary Compliance | Waste/Sewer Back Up - Closed Property Maintenance - Minimum Maintenance Requirements - Closed | Medium | 7629 | | B | St | | 20732 | 0503070263 | Self-Initiated | 11/25/2019 | 12/17/2019 | O'Dell, Connie |
| CE19-95 | | Closed: Voluntary Compliance | Property Maintenance - Sanitary Maintenance - Vehicles - Closed | Medium | 3731 | | 27TH | St | | 20732 | 0503044602 | Self-Initiated | 11/15/2019 | 12/17/2019 | O'Dell, Connie |
| CE19-94 | | Closed: Voluntary Compliance | Property Maintenance - Minimum Maintenance Requirements (B) - Closed | Medium | 7349 | | F | St | | 20732 | 0503094693 | Self-Initiated | 11/14/2019 | 12/17/2019 | O'Dell, Connie |
| CE19-87 | | Closed: Voluntary Compliance | Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Closed | Medium | 3709 | | 28TH | St | | 20732 | 0503043967 | Complaint | 11/08/2019 | 12/17/2019 | O'Dell, Connie |

Minimum Housing
Standards - Broken or
Defective Windows and
Door Openings - Closed

| | | | | | | | | | |
|---------|------------------------------------|---|--|--|-------------|---|----|--|-------------------|
| CE19-70 | Closed: Voluntary Compliance | Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Closed | | | Medium 7343 | F | St | 20732 0503094707 Complaint 08/27/2019 12/17/2019 | O'Dell, Connie |
| | | Property Maintenance - Sanitary Maintenance - Grass - Closed | | | | | | | |

Number of Cases: 6



Code Enforcement Case Detail Report

Report Criteria:

| Status | Priority | Violation Status | Assigned To | Violation | Property Type | CDBG Eligibility | Open Date Range | Follow up Date Range | Close Date Range | Initiation Type |
|--------|----------|------------------|-------------|-----------|---------------|------------------|-----------------|----------------------|------------------|-----------------|
| All | Open | All | All | All | All | All | From To | From To | From To | |

Summary by Violation

| Violation | Open | | | Closed | | | Total | | |
|---|------|---|---|--------|--|--|-------|--|--|
| 110-15: Steep Slope Construction on or Adjacent to | 2 | 0 | 2 | | | | | | |
| 115-3 Dangerous Buildings - Failure to Comply | 2 | 0 | 2 | | | | | | |
| 200-6 Violations and penalties for Property Maintenance | 3 | 0 | 3 | | | | | | |
| Foreclosure | 2 | 0 | 2 | | | | | | |
| Global Stability Analysis/Storm Drain/Stormwater Mgmt Plan Required | 1 | 0 | 1 | | | | | | |
| Minimum Housing Standards - Condition of the Premises A (3) | 1 | 0 | 1 | | | | | | |
| Minimum Housing Standards - Exterior Structure B (1) | 1 | 0 | 1 | | | | | | |
| Minimum Housing Standards - Exterior Structure B (2) | 2 | 0 | 2 | | | | | | |
| Minimum Housing Standards - Exterior Structure B (3) | 1 | 0 | 1 | | | | | | |
| Minimum Housing Standards - Exterior Structure B (5) | 1 | 0 | 1 | | | | | | |
| Minimum Housing Standards - Exterior Structure B (9) | 1 | 0 | 1 | | | | | | |
| Pool Fencing - Missing or Non-Compliant | 1 | 0 | 1 | | | | | | |
| Property Maintenance - Minimum Maintenance Requirements (B) | 4 | 0 | 4 | | | | | | |
| Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris | 6 | 0 | 6 | | | | | | |
| Property Maintenance - Sanitary Maintenance - Grass | 3 | 0 | 3 | | | | | | |
| Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard | 2 | 0 | 2 | | | | | | |

Property Maintenance - Sanitary Maintenance - Vehicles

| | | | |
|------------------------|-----------|----------|-----------|
| Sanitary Maintenance | 6 | 0 | 6 |
| Sign Ordinance | 3 | 0 | 3 |
| Zoning Permit Required | 1 | 0 | 1 |
| Total | 45 | 0 | 45 |

Report Details

| Case# | Case# | Status | Violation(s) | Priority | Street Number | Street Direction | Street Name | Street Type | Unit | Zip | APN | Initiation | Open Date | Follow Up Date | Assigned To |
|---------|-------|---------------------------|--|----------|---------------|------------------|-------------|-------------|------|-------|------------|----------------|------------|----------------|----------------|
| CE20-4 | | Verbal Warning Given | Property Maintenance - Sanitary Maintenance - Vehicles - Open | Medium | 8617 | | Bayside | | | 20732 | | Complaint | 01/07/2020 | 01/20/2020 | O'Dell, Connie |
| CE20-3 | | Door Hanger | Property Maintenance - Sanitary Maintenance - Vehicles - Open | Medium | 8405 | | BAYSIDE | Rd | | 20732 | | Self-Initiated | 01/06/2020 | 01/20/2020 | O'Dell, Connie |
| CE20-2 | | Verbal Warning Given | Property Maintenance - Sanitary Maintenance - Vehicles - Open | Medium | 7530 | | C | St | | 20732 | 0503069516 | Self-Initiated | 01/06/2020 | 01/20/2020 | O'Dell, Connie |
| CE20-1 | | Verbal Warning Given | Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open | Medium | 8407 | | F | St | | 20732 | 0503044173 | Self-Initiated | 01/03/2020 | 01/20/2020 | O'Dell, Connie |
| CE19-96 | | Notice of Violation Given | Minimum Housing Standards - Exterior Structure B (2) - Open | Medium | 3398 | | COX | Rd | | 20732 | 0503090965 | Self-Initiated | 11/20/2019 | 02/10/2020 | O'Dell, Connie |
| CE19-92 | | Verbal Warning Given | Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open | Medium | 7403 | | B | St | | 20732 | 0503049019 | Complaint | 11/14/2019 | 01/20/2020 | O'Dell, Connie |
| CE19-91 | | Complaint Filed | Property Maintenance - Sanitary Maintenance - Vehicles - Open | Medium | 7524 | | C | St | | 20732 | 0503070557 | Self-Initiated | 11/14/2019 | 01/20/2020 | O'Dell, Connie |

Property
Maintenance -
Sanitary
Maintenance -
Garbage, Trash &
Debris - Open
Sanitary
Maintenance -
Open

| | | | | | | | | | | | |
|---------|---------------------------|--|--------|------|-----------|-----|------------------|----------------|------------|------------|----------------|
| CE19-81 | Inspection | 110-15: Steep Slope Construction on or Adjacent to - Open | Medium | 3791 | HARBOR | Rd | 20732 0503156729 | Self-Initiated | 10/10/2019 | 02/10/2020 | O'Dell, Connie |
| CE19-74 | Inspection | Foreclosure - Open Property Maintenance - Sanitary Maintenance - Vehicles - Closed | Medium | 7331 | WOODSHIRE | Ave | 20732 0503064727 | Self-Initiated | 09/12/2019 | 01/20/2020 | O'Dell, Connie |
| CE19-72 | Inspection | Property Maintenance - Sanitary Grass - Open Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open | Medium | 7626 | C | St | 20732 0503067939 | Complaint | 09/04/2019 | 01/20/2020 | O'Dell, Connie |
| CE19-68 | Inspection | Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open | Medium | 3915 | 27TH | St | 20732 0503047873 | Self-Initiated | 08/22/2019 | 01/20/2020 | O'Dell, Connie |
| CE19-67 | Notice of Violation Given | Sign Ordinance - Open | Medium | 4160 | MEARS | Ave | 20732 0503085635 | Self-Initiated | 08/21/2019 | 01/20/2020 | O'Dell, Connie |
| CE19-66 | Inspection | Property Maintenance - Sanitary Maintenance - Nuisance, Health | Medium | 3712 | 12TH | St | 20732 0503079058 | Self-Initiated | 08/20/2019 | 01/20/2020 | O'Dell, Connie |

**or Fire Hazard -
Open**

| CE19- 47 | Inspection | Zoning Permit Required - Open | Medium 3805 | 16TH | St | 20732 | 0503064956 | Self-Initiated | 06/04/2019 | 01/20/2020 | O'Dell, Connie |
|-------------|--------------------------------|---|-------------|-----------------|----|-------|------------|----------------|------------|------------|-------------------|
| | | Property Maintenance - Minimum Requirements (B) - Open Sanitary Maintenance - Open Pool Fencing - Missing or Non-Compliant - Open | | | | | | | | | |
| CE19-32 | Inspection | | Medium 3267 | FORTIER LOOKOUT | St | 20732 | 0503130355 | Complaint | 05/08/2019 | 01/20/2020 | O'Dell, Connie |
| CE19-29 | Inspection | Property Maintenance - Minimum Requirements (B) - Open 200-6 Violations and penalties for Property Maintenance - Open Property Maintenance - Sanitary Maintenance - Grass - Open | Medium 7871 | OLD BAYSIDE | Rd | 20732 | 0503066967 | Self-Initiated | 05/01/2019 | 02/10/2020 | O'Dell, Connie |
| CE19-23 | Administrative Citation Issued | 110-15: Steep Slope Construction on or Adjacent to - Open | Medium | Delores | Ct | 20732 | | Complaint | 04/10/2019 | 02/10/2020 | O'Dell, Connie |
| CE19-17 | Notice of Violation Given | Zoning Permit Required - Closed Global Stability Analysis/Storm Drain/Stormwater Mgmt Plan | High 7340 | G | St | 20732 | 0503095037 | Complaint | 03/22/2019 | 02/10/2020 | O'Dell, Connie |
| CE18-76 | Inspection | Property Maintenance - Sanitary Maintenance - Garbage, Trash & | Medium 2541 | SHADY OAK | Ct | 20732 | 0503174379 | Complaint | 10/19/2018 | 02/10/2020 | O'Dell, Connie |

Debris - Open
Property
Maintenance -
Sanitary
Maintenance -
Vehicles - Open

200-6 Violations
and penalties for
Property
Maintenance -
Open
Property
Maintenance -
Minimum
Maintenance
Requirements (B)
- Open
115-3 Dangerous
Buildings - Failure
to Comply - Open
Minimum Housing
Standards -
Condition of the
Premises A (3) -
Open

CE18-
30

Inspection

20732 0503068943 Self-
Initiated 06/13/2018 01/20/2020 O'Dell,
Connie

Rd

HARBOR

3725

High

Minimum Housing
Standards -
Exterior Structure
B (3) - Open
Minimum Housing
Standards -
Exterior Structure
B (5) - Open
Minimum Housing
Standards -
Exterior Structure
B (9) - Open
Minimum Housing
Standards -
Exterior Structure
B (1) - Open
Minimum Housing
Standards -
Exterior Structure
B (2) - Open

CE18-
10

Notice of
Violation
Given

Property
Maintenance -
Sanitary
Maintenance -
Nuisance, Health
or Fire Hazard -

20732 0503068315 Self-
Initiated 05/18/2018 02/10/2020 O'Dell,
Connie

Rd

BAYSIDE

7636

High

Property
Maintenance -
Sanitary
Maintenance -
Nuisance, Health
or Fire Hazard -

Open
Property
Maintenance -
Minimum
Maintenance
Requirements (B)
- Open
200-6 Violations
and penalties for
Property
Maintenance -
Open
Property
Maintenance -
Sanitary
Maintenance -
Grass - Open
115-3 Dangerous
Buildings - Failure
to Comply - Open
Foreclosure -
Closed
115-3 Dangerous
Buildings - Failure
to Comply - Open

Number of Cases: 21



January 6, 2020

J-B03021-4775

**TOWN OF CHESAPEAKE
BEACH**
Engineering Report

NEW BUSINESS

Fishing Creek Dredging –

January, 2020 Update: We have obtained permission from MDE to maintain the drainage swale up to the Kellams Field Pond from the spoil site. The contract has been awarded and we anticipate the work moving forward soon.

The Corps of Engineers has acknowledged the need for a future dredge and jetty repair and has placed \$1.3 million in the FY19 budget cycle. We have discussed the jetty repair project with them and have coordinated their needs for the Town spoil facility. We have expressed to them our thoughts to review the alignment of the existing jetties which we believe may enhance the flow of sediments out of the channel & reduce the need to dredge as often. They said our request will be considered and reviewed with their design team. Their design team believes that the increase shoaling in Fishing Creek is likely caused by sand/sediment going over and thru the jetty they have prepared a design (attached) which they believe will significantly reduce this problem. A geotechnical exploration took place in October to better determine the migration of the sands/silts within the stream from the south side of the Jetty. The results showed significant migration North which is what they believe is the major cause of rapid channel filling. We believe the project design completion will be in the late fall to early spring of 2020 with an anticipated construction start of (Fall 2020). The Corps is also searching for a sand placement location as a result of needing to remove existing sand from around the existing jetty. They may contact the Chesapeake Station HOA to see if they may want the sand on their beach. We have again reached out to the corps requesting an update but have not received any additional information. (On-Going).

The last DNR channel depth survey (summer 2019) shows that the Fishing Creek main channel has filled in again and is in need of a new dredge. A contract was awarded to dredge the main center channel. The MDE permit was issued on November 4, 2019 and the corps permit is also now issued. The time of year restriction waiver to work in the channel before March 2020 was just granted. We hope to begin work, with this waiver, in February 2020. (On going)

Kellams Marina –

January, 2020 Update: We have received permit approval from MDE to improve the two existing boat ramps (west side of marina west). We have also recently received DNR funding for this fiscal year. As a condition of funding, DNR has provided a strong suggestion that the project include a floating pier in lieu of a fixed pier. We have discussed the floating pier further with DNR and they have agreed to allow the Town to include at least one finger to be floating to allow for ADA access. Shop drawings for the proposed ramp have been provided by the contractor and approved by the Town. The installation is currently in progress.

Richfield Station –

January, 2020 Update: The State Highway Administration provided their findings at a meeting held at Town Hall on May 3, 2018. The findings outline the need for a light on both the east bound and west bound intersections of Harrison Boulevard and Limerick Lanes at Maryland Route 260. The light will be installed sometime in the next two years. We have been provided a preliminary design plan from SHA for review and comments. They expect final plan approval in spring of 2020 & construction in the fall of 2020. I spoke to SHA design team and encouraged them to include a right hand thru movement from Harrison Boulevard northbound onto MD Route 260. We should expect preliminary design plans late this fall. (No new Update)

The final Crest View Lane townhouse section (at the trail head) is moving forward again and plans and new permits have been provided to the Town and planning commission for review. We continue to work with the developer on permits, bonding, as-built reviews and approvals. We have also provided the developer a list of HOA repair items for their consideration. We have been provided copies of the current Calvert County grading permits. We understand that final engineering and site development plan with plats will be forthcoming in the coming weeks (January 2020). (On going)

261 Sidewalk -

January, 2020 Update: The Town design consultant (BAI) has provided the Town with 30% drawings and documents. The State has requested a few additional tasks such as a different wall concept before we go to the final 30% drawing approval. The next step will be to apply for funding to go to 100% design and construction drawings. The state office of Traffic has asked for an additional wall design review for the retaining wall to sign off on the 30% design drawings. We are working with the consulting to get this task completed. (On going)

Heritage –

January, 2020 Update: Site work (grading) is continuing. Ongoing meetings are being held with the contractor to ensure the Town staff is engaged thru the grading and construction process. Mass grading continues as weather permits. Utility installation shop drawings and inspection payments have been paid to the Town for the utility permit & inspection release. Utility installation and final grading are underway. We continue to monitor utility installation, grading and geotechnical reports. (On going).

Water and Sewer Manual –

January, 2020 Update: We are working with Town staff and Councilman Jaworski on the update of the 1985 water and sewer manual. (On going)

Wilson House-

January, 2020 Update: We are working with the property owner & their architect to have needed safety improvements performed to the building and area around the building. A hearing before the Calvert County District Courts to move compliance along is to be scheduled for January 7, 2020. A hearing was held and the judge afforded the property owner several additional months to get the work completed.

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Water Park Report

Marilyn VanWagner, General Manager Water Park

January 16, 2020

Staffing – The Water Park website is now accepting requests for employment for the 2020 Season. Anyone interested in working at the Water Park this summer can go to the website and sign up for the orientation for the position of their choice. All interviews will be conducted at orientation. The first lifeguard orientation will be held tonight at Town Hall.

<http://www.chesapeakebeachwaterpark.com/employment/>

DocuSign – In 2019 we signed up with a company, DocuSign, to stream line all of the necessary employee paperwork that needed processing for 180+ employees at the park. This proved to be a great success. It was more efficient, less expensive and more secure than the manual processing that took place in prior years. We are currently editing and updating the employee paperwork packets so that they can be loaded into DocuSign for the 2020 season.

LMS, Learning-Zen – Also new in 2019 we implemented a new web based Learning Management System (LMS). This system allowed us to develop, deliver, and track training of all varieties for each department from one platform. Through the use of video, the LMS allowed us to provide training which has been proven to be retained at a far greater rate than traditional instruction. This system proved to be successful, so for 2020 we are working on recording new videos for new courses for all changes being made in employee duties and updating the training documents and exams for the new courses.

Season Passes – The Early Bird Discount for Season Passes is available until January 31st. These Season Passes make great gifts for birthdays and special occasions.

<http://www.chesapeakebeachwaterpark.com>

Store – We are purchasing all products to replenish our store inventory. We are also stocking the store with a few new items and we look forward to showing them off on opening weekend.

Beachcomber Grille – Our grille menu is being edited. We will lose a few products that did not sell as well, and add a few new items that we think will be big sellers.

In 2019 we signed up with a web-based ordering system, Take-out 7. Our guests were able to order their food from their phones and when it was ready they would receive a text message that their food was ready for pick up at our pick-up counter. This program was a success and we plan to bring it back for the 2020 season. For this season we are also adding a new location for our guests to purchase sodas so that they won't have to stand in the entire concession line just to get a drink. Filo Blake, our Maintenance Tech is building a new shed to house the new Pepsi equipment.

Maintenance/Upgrades- Filo our Maintenance Tech is very busy completing our list of maintenance projects for the upcoming season. Stay tuned to next month for a summary of these projects.



To: Mayor & Town Council

From: Jon Castro

Subject: Water Reclamation Plant Report

Date: January 16, 2020

On 12-10-19, plant staff began using the Constant Chlor System to feed Chlorine to the Basins in order to control a filamentous bacteria in the bio-solids. The filamentous bacteria will cause problems with the bio-solids process.

December 10th Wire's Inc was here to install outlets on the filter catwalk. This will decrease tripping hazards due to the lack of tripping hazards which occurs from using extension cords. The electric cords and heat trace were needed to keep equipment running during cold weather.

Blue Earth Products started the process of cleaning #1 Denitrification Filter. This cleaning process will determine if the Filter will return to full operation and operate for several years. The cleaning started on 12-17-19 and was completed on 12-19-19. We are monitoring the Filter operation and testing different set point limits of the filter. The process of restarting the Filter may take 6 weeks for final evaluation along with the Filter sand sample analysis.

December 18th Plant staff installed the clarifier blanket level sensors, and IMAC was here to program them. This will provide real-time data to the operators to make quick and informed decisions about the plant and add backup alarms to prevent spills.

JES Concrete was here on 12-20-19 to look at the crack on the catwalk of the press building. They will give us a quote on repairing the concrete.

December 30th Maryland MOSH arrived at the plant for a random inspection. They found multiple compliance issues: electric panel covers missing, foot grates needing to be secured, the ladder to the generator needed to be removed, needed fall protection program with training records, and safety railing needed to be installed around the sump pump panel of the PACL containment area. Several of the issues were fixed while the inspector was here to avoid a fine but some items, we had to order equipment. We are waiting for the final report but as of the present, all issues have been fixed.

January 2nd Fidelity was here to service the generator per the annual contract. This ensures the equipment is up to date and working properly.

DSI began replacing the Influent Pump Valves on 1-8-20 and finish on 1-10-20. These valves will improve the pumping operation and replace the aging valves. The new valves have controllers so staff can monitor flow operation directed to other parts of the plant.

There were two threshold limit costs for equipment or repair this month. One was for Coyne Chemicals needed for Phosphorous removal and the second was for Heat trace and pipe insulation which will be refunded by LGIT on the replacement of these flood damaged items.



Plant operations did use the surge tank twice this month. Both times was for diverting flow for replacing the Influent Pump Valves.

There were no incidents to report in the plant's Solids and Handling Operation or the Lab Sampling Operation with Old Line Hauling and Chesapeake Labs. Old Line Inc. was sold to Synagro in May of 2019. A new Contract was signed with Old Line/Synagro in August 2019.

The plant had zero alarm calls for the month.

The Wastewater Treatment Plant had no spills to report for this January report.

Future Projects:

To complete working out the problem areas in the ENR Upgrade Construction. The projects noted in the Capital Projects request are also in progress to be completed within the completion date of the plant's present budget year or within two years after the ENR Upgrade.



**Town of Chesapeake Beach
Treasurer's Report
Town Council Meeting
January 2020**

Payroll year-end reporting

Work on year-end payroll reporting has begun. The IRS made some late changes to some of the tax forms and we just partially received most of them. W-2's are planned to be released the third week of January.

Budgets

The work on FY21 budgets will begin once the year-end payroll reporting is completed. The first budget meeting with Town Council is planned for March 2, 2020. At that time, we will review the General and Mitigation Funds as well as W RTP.

Approval threshold from \$5k to \$10k (CAR -19-1)

The following transactions were payments in Decembers that were greater than \$5k, but less than the new approval threshold of \$10k. These were transactions that were not previously reviewed by Town Council and therefore are noted below

| Check Number | Date | Total | Vendor | Bank Code | Comments |
|--------------|------------|------------|---------------|-----------|----------------------------|
| 4386 | 12/12/2019 | \$ 6160.69 | Chromalox Inc | UF | Will be reimbursed by LGIT |



Town Administrators Report – January 2020

I. Upcoming RFPs:

Audit Services: The Town will seek proposals for our annual audit. The expected release for the RFP on eMaryland Marketplace is January 17th, 2020.

Trash Services: The Town will seek coordination with the Town of North Beach to release RFP's at the same time to gain more attention from Contractors. The expected release of the RFP is in January 2020. The RFP is expected to be released on eMaryland Marketplace on or before January 17, 2020.

Lighting Display Proposals: The Town will seek updated proposals for the annual lighting display and electrical connections. The RFP is expected to be released on eMaryland Marketplace on or before January 17, 2020.

II. Town Permits:

Permits Granted:

| Permit Number | Address | Improvement |
|---------------|----------------------|-----------------------------|
| 2020-02 | 7871 Old Bayside Rd. | Deck, porch, kitchen & bath |
| 2020-03 | 4012 Carousel Way | Deck |
| 2020-04 | 7918 Delores Ct. | Extend existing deck |

Permits Denied:

| Permit Number | Address | Improvement |
|---------------|---------------|-------------------|
| NOT ASSIGNED | 8415 F Street | 24x24 parking pad |

III. Partnership with Local, State, Federal Agencies:

- **Kellam's Complex:** The Town is currently working with the County for the transfer of the Kellam's complex to the Town with a termination of the lease agreement between the Town and County for the field and parking area.
- **Fishing Creek Dredging funding by Maryland Department of Natural Resources Waterway Improvement Fund:** The Town has received permits and has sought a waiver for the waterfowl restriction period so work can begin before March 2020. The Navy has supported our request, we await final answers for the waiver.



Town Administrators Report – January 2020

- **Public Boat Ramps:** The work on the public boat ramps is nearing completion. A change order was submitted by Dissen & Juhn to address the dock extension in the amount of \$3,926.38. In coordination with the State, DNR has agreed to the change order and will contribute an additional \$19,500 to the project in addition to the \$80,000 DNR grant funds already committed to the project. Total Town contribution, with the change order and additional DNR funds, decreases from \$64,910 to \$49,336.38 for the project.

IV. *Energy Efficiency Improvements*

- The Town has been approved as a BGE Electric Vehicle (EV) charging location. The charging location will be installed by BGE at no cost to the Town within the Kellam's Complex public parking area. The charging station will be open to the public. The Town is working through the specifics with BGE with further notice forthcoming.