



**TOWN MEETING AGENDA  
JUNE 9, 2022**

- I. Call to order and roll call.
- II. Pledge of Allegiance.
- III. Approval of the agenda.
- IV. Public Comment on any item on the agenda.
- V. Approval of the minutes of the May 19, 2022 Public Hearings.  
  
Approval of the minutes of the May 19, 2022 Town Council Meeting.  
  
Approval of the minutes of the June 6, 2022, Informational Work Session.
- VI. **Special Presentation** - Cadette Journey Take Action Project
- VII. **Petitions and Communications**
  - A. Town Administrator's Report
  - B. Operations Manager Report
  - C. Public Works Administrators Report
  - D. Water Reclamation Treatment Plant Report
  - E. Code Enforcement Report
  - F. Town Treasurer's Report
  - G. Town Engineer's Report



H. Deputy's Report

I. North Beach Volunteer Fire Department

J. Mayor's Report

**VIII. Resolutions & Ordinances**

**IX. Report of Officers, Boards and Committees**

A. Planning & Zoning Commission –

B. Board of Appeals – No hearing held.

C. Chesapeake Beach Oyster Cultivation Society – Sue Alexander

D. Climate Change Advisory Group – Larry Jaworski

E. Economic Development Committee – Larry Jaworski

F. Green Team – Valerie Beaudin

G. Kellam's Revitalization Committee – Greg Morris

H. Twin Beaches Opioid Abuse Awareness Coalition – Keith Pardieck

I. Walkable Community Advisory Group – Charles Fink

**X. Unfinished Business**

**XI. New Business**

1. Town Council to consider the appointment of Kelly Huhn to the Chesapeake Beach Planning and Zoning Commission.



2. Town Council to consider approving an expenditure of \$10,237.96 from the FY22 Water Reclamation Treatment Plant fund to install a generator access platform.
3. Town Council to consider approving a contract with Metro AV for \$10,263.16 from the FY22 General Fund for upgrades to live stream video capabilities in the Town Council chambers.
4. Town Council to consider issuing a contract with Chapman for the HVAC in the amount of \$14,600 for upgrades to the Public Works facility from the FY22 General Fund.
5. Town Council to consider authorizing the Mayor to execute an access agreement with State Highway Administration to complete improvements to the ADA ramps at no cost to the Town.
6. Town Council to consider requesting advisement from the Planning and Zoning Commission on immediate term text amendments to provide a recommendation to Town Council.

**XII. Public Comment**

**XIII. Council Lightning Round**

**XIV. Adjournment**



**TOWN COUNCIL  
PUBLIC HEARING MINUTES  
May 19, 2022**

- I. Patrick J. Mahoney, Mayor, called the public hearing to order at 6:45 p.m. In attendance were Lawrence P. Jaworski, L. Charles Fink, Margaret P. Hartman, Gregory J. Morris, and Keith L. Pardieck, Council Members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Brittany Moran, Town Treasurer, Todd Pounds, Town Attorney, James Berry, Public Works Manager, Connie O'Dell, Code Enforcement Officer, Wayne Newton, Acting Town Engineer, and Lieutenant Hollinger. Absent were Dr. Valerie Beaudin, Council Member, Carla Richard, Operations Manager, and Jon Castro, WRTP Manager.

The Mayor opened the public hearing and read into the record Ordinance O-22-5.

Ordinance O-22-5, an ordinance of the Town Council of Chesapeake Beach, Maryland adopting the annual budget for the Water Park Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2022 to June 30, 2023.

The Mayor called for public comment. No comments were received.

The Mayor opened the public hearing and read into the record Ordinance O-22-6.

Ordinance O-22-6, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Utility Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2022 to June 30, 2023 and setting rates, charges, and fees related to water and sewer service by the Town.

The Mayor called for public comment.

Two comments were submitted, via email, regarding Ordinance O-22-6 by:

1. William Welch, owner & operator of Ledo Pizza in Chesapeake Beach.
2. Wes Donovan, 2335 Golf Club Drive, Dunkirk, MD was present to confirm that his comment, sent via email, had been received and submitted for record.

**8200 BAYSIDE ROAD, P.O. BOX 400 CHESAPEAKE BEACH, MARYLAND  
20732**

**(410) 257-2230      (301) 855-8398**



The Mayor opened the public hearing and read into the record Ordinance O-22-7.

Ordinance O-22-7, 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, 2020 to June 30, 2021 to reconcile expenses and income and ratify overexpenditures.

The Mayor called for public comment. No comments were received.

The Mayor opened the public hearing and read into the record Ordinance O-22-8.

Ordinance O-22-8, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the annual budget for the Water Reclamation Treatment Plant Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2020 to June 30, 2021 to reconcile expenses and income and ratify overexpenditures.

The Mayor called for public comment. No comments were received.

The Mayor opened the public hearing and read into the record Ordinance O-22-9.

Ordinance O-22-9, 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, 2020 to June 30, 2021 to reconcile expenses and income and ratify overexpenditures.

The Mayor called for public comment. No comments were received.

The Mayor opened the public hearing and read into the record Ordinance O-22-10.

Ordinance O-22-10, 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, 2020 to June 30, 2021 to reconcile expenses and income and ratify overexpenditures.

The Mayor called for public comment. No comments were received.

**8200 BAYSIDE ROAD, P.O. BOX 400 CHESAPEAKE BEACH, MARYLAND  
20732**

**(410) 257-2230      (301) 855-8398**



The Mayor opened the public hearing and read into the record Ordinance O-22-11.

Ordinance O-22-11, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund budget of the Town of Chesapeake Beach for the fiscal year July 1, 2021 to June 30, 2022 to add funds in the amount of Twenty-Five Thousand Dollars (\$25,000.00) in General Fund Hotel Tax and General Government Salaries and Wages.

The Mayor called for public comment. No comments were received.

The public hearings were closed at 6:53 pm on a motion by Councilman Jaworski. Seconded by Councilwoman Hartman, all in favor.

Submitted by,

Sharon L. Humm  
Town Clerk

**8200 BAYSIDE ROAD, P.O. BOX 400 CHESAPEAKE BEACH, MARYLAND  
20732**

**(410) 257-2230      (301) 855-8398**



**MINUTES OF THE  
TOWN COUNCIL MEETING  
MAY 19, 2022**

**I.** Patrick J. Mahoney, Mayor, called the meeting to order at 7:00 p.m. In attendance were L. Charles Fink, Lawrence P. Jaworski, Margaret P. Hartman, Gregory J. Morris, and Keith L. Pardieck, Council Members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Brittany Moran, Town Treasurer, Todd Pounds, Town Attorney, Connie O'Dell, Code Enforcement Officer, James Berry, Public Works Manager, Wayne Newton, Acting Town Engineer, and Lieutenant Hollinger. Absent were Dr. Valerie L. Beaudin, Council Member, Carla Richard, Operations Manager, and Jon Castro, WRTP Manager.

**II. Pledge of Allegiance.** The Mayor led the Pledge of Allegiance.

**III. Approve the Agenda.**

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

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

**V. Approval of the minutes of the April 21, 2022 Town Council meeting.**

**MOTION:** Councilman Jaworski moved to approve the minutes of the April 21, 2022 Town Council Meeting. Seconded by Councilman Fink, all in favor.

**Approval of the minutes of the May 10, 2022 Special Town Meeting.**

**MOTION:** Councilwoman Hartman moved to approve the minutes of the May 10, 2022 Special Town meeting. Seconded by Councilman Jaworski, all in favor.

**Approval of the minutes of the May 10, 2022 Informational Work Session.**

**MOTION:** Councilman Pardieck moved to approve the minutes of the May 10, 2022 Informational Work Session. Seconded by Councilwoman Hartman, all in favor.

**VI. Special Presentation** – Proclamation from the Governor of the State of Maryland for National Water Safety Month. Ms. Savannah Richardson, Aquatics Manager, was present to read the Governor's Proclamation declaring May as National Water Safety Month and presented a short video on water safety.

**VII. Petitions and Communications –**

- A. Stephen Sharp – Candidate for the Board of Appeals-** The Mayor introduced Mr. Sharp to the Council. Mr. Sharp spoke briefly about himself and addressed the Council's questions.
- B. Town Administrator's Report** – Ms. Wahl submitted the attached written report and was present to address questions from the Council on report items.
- C. Operations Manager Report** – Ms. Richard submitted the attached written report but was not present to address the Council.
- D. Public Works Report** – Mr. Berry submitted the attached written report and addressed questions from the Council on report items.
- E. Water Reclamation Treatment Plant Report** – Mr. Castro submitted the attached written Report. Mr. Stinnett was present to address the Council.
- F. Code Enforcement Report** – Ms. O'Dell submitted the attached written report and was present to address the Council. The Mayor announced Ms. O'Dell will be retiring from the Town at the end of July and thanked her for all her hard work. The Council congratulated Ms. O'Dell on her retirement, thanked her for her hard work and dedication to the Town, and conveyed best wishes.
- G. Town Treasurer's Report** – No report was submitted.
- H. Town Engineer Report** – Mr. Newton submitted the attached written report and was present to address the Council on report items. Mr. Newton gave an update on the 261 sidewalks. Councilman Morris inquired if the Heritage punch list could be shared with the Council.
- I. Deputy's Report** – Sergeant Shrawder submitted the attached written report and Lieutenant Hollinger was present to address the Council.
- J. North Beach Volunteer Fire Department** – The attached written report was submitted. Councilman Jaworski stated the fire department will host a car wash fundraiser for the Northern High School Key Club which will take place on Sunday, May 22<sup>nd</sup>. The purpose of the fundraiser is to raise funds for the "Eliminate Project" which supplies resources for women and children in Africa to get crucial vaccines needed to end maternal and neonatal tetanus (MNT). So come out and support the cause.
- K. Mayor' Report** – The Mayor stated the Town had a great Health and Wellness Fair on Saturday and applauded Councilman Pardieck and his group on an outstanding job. The Mayor announced the Stars and Stripes Festival will be coming up on the 28<sup>th</sup> of this month and is looking forward to seeing everyone there. The Mayor stated the Town Council, during this budget season, was able for the sixth year in a row, reduce the property tax for the citizens of the Town. However, to maintain the financial stability of the Utility Fund it



must increase the water and sewer rates this year. Staff presented a short slide presentation explaining the new rates and how significantly lower our rates are still, compared to surrounding jurisdictions.

**VIII. Resolutions & Ordinances:**

- A. Vote on Ordinance O-22-5, an ordinance of the Town Council of Chesapeake Beach, Maryland adopting the annual budget for the Water Park Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2022 to June 30, 2023.

**MOTION:** Councilman Pardieck moved to approve Ordinance O-22-5.  
Seconded by Councilwoman Hartman, all in favor.

- B. Vote on Ordinance O-22-6, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Utility Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2022 to June 30, 2023 and setting rates, charges and related fees for water and sewer services to the Town.

**MOTION:** Councilman Pardieck moved to approve Ordinance O-22-6.  
Seconded by Councilman Morris, all in favor.

**NOTE:** Councilman Jaworski wanted to note for the record that there has not been a rate increase in five years. While he supports the idea of encouraging water conservation by increasing rates for increased usage, from an economic development point of view, he does see a concern that several of the businesses in Town are in the food industry and they are limited, if not prohibited, from reducing their water use to meet the standards necessary for food service industries.

- C. Vote on Ordinance O-22-7, 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, 2020 to June 30, 2021 to reconcile expenses and income and ratify overexpenditures.

**MOTION:** Councilman Jaworski moved to approve Ordinance O-22-7.  
Seconded by Councilman Fink, all in favor.

- D. Vote on Ordinance O-22-8, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the annual budget for the Water Reclamation Treatment Plant Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2020 to June 30, 2021 to reconcile expenses and income and ratify overexpenditures.

**MOTION:** Councilwoman Hartman moved to approve  
Ordinance O-22-8. Seconded by Councilman Jaworski, all in favor.

- E. Vote on Ordinance O-22-9, 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, 2020 to June 30, 2021 to reconcile expenses and income and ratify overexpenditures.

**MOTION:** Councilman Fink moved to approve Ordinance O-22-9.  
Seconded by Councilman Pardieck, all in favor.

- F. Vote on Ordinance O-22-10, 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, 2020 to June 30, 2021 to reconcile expenses and income and ratify overexpenditures.

**MOTION:** Councilman Jaworski moved to approve Ordinance O-22-10.  
Seconded by Councilwoman Hartman, all in favor.

- G. Vote on Ordinance O-22-11, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund budget of the Town of Chesapeake Beach for the fiscal year July 1, 2021 to June 30, 2022 to add funds in the amount of Twenty-Five Thousand Dollars (\$25,000.00) in General Fund Hotel Tax and General Government Salaries and Wages.

**MOTION:** Councilman Fink moved to approve Ordinance O-22-11.  
Seconded by Councilwoman Hartman, all in favor.

#### **IX. Report of Officers, Boards and Committees:**

- A. **Planning & Zoning Commission** – There was no report submitted.
- B. **Board of Appeals** – No hearing held.
- C. **Chesapeake Beach Oyster Cultivation Society** – Mr. Bacon submitted the attached written report. The Mayor stated this will be Mr. Bacon's last Council meeting report as he is turning over the CBOCS chairmanship to Ms. Susan Alexander. The Council commended Mr. Bacon on all the great work done over the years, and welcomed Ms. Alexander as the new CBOCS Chair.
- D. **Climate Change Advisory Committee** – Councilman Jaworski reported the Coastal Resiliency Committee met on May 19<sup>th</sup> to discuss the ongoing work of the group and prepare for the next meeting of the Coastal Resiliency Steering Committee which is scheduled for June 8<sup>th</sup> at 7 PM. Updates on both meetings will be reported at the June Council meeting and work is moving forward on the mapping and identification of flood-prone areas. Co-chair Pardieck mentioned a quick reminder regarding the carbon footprint information.
- E. **Economic Development Committee** – Councilman Jaworski reported the group participated in several functions associated with the Calvert County Economic Development Week, coupled with the National Travel and Tourism Week, and the Calvert County Business Appreciation Week. May 6<sup>th</sup> the Town was visited by the Travel Writers

Association of Pennsylvania, which toured the Twin Beaches area with a tv crew which filmed segments for a local tv show in Pennsylvania called "Out in the Open.". Southern Maryland Municipal Association held a meeting on May 11<sup>th</sup>, the Twin Beaches Library groundbreaking is scheduled for May 24<sup>th</sup> at 2 pm, and following that, at 3:30 pm, a ceremony at North Beach renaming the "Sunrise Garden" to the "Mark R. Frazer Sunrise Garden" to honor former Mayor, Mark Frazer.

- F. Green Team Committee** – Councilwoman Beaudin submitted the attached written report but was not available to give the report.
- G. Kellam’s Revitalization Committee** – Councilman Morris had no report this month. Co-chair Fink commented it was nice to see the event that was held on Kellam’s Field.
- H. Twin Beaches Opioid Abuse Awareness Coalition** – Councilman Pardieck began by expressing his thanks and appreciation to Ms. Wahl, Ms. Richard, and the Town staff for the great job pulling everything together for the Health & Wellness Fair. Special thanks to Mr. Berry and his crew, for the setting up and breaking down of everything. An excellent job by all, despite the weather. Subcommittees continue their work on upcoming events, namely the Art Competition and the International Overdose Awareness Day on August 31<sup>st</sup>.
- I. Walkable Community Advisory Group** – Councilman Fink stated the Group has not met and there is not much to report at this point. Co-chair Hartman stated the next upcoming activity will be reaching out to the public for comments regarding the open space/walkability projects.

**X. Unfinished Business:** None.

**XI. New Business:**

1. Town Council to consider the appointment of Stephen Sharp to the Board of Appeals.

**MOTION:** Councilman Jaworski moved to approve the appointment of Stephen Sharp to the Board of Appeals. Seconded by Councilman Pardieck, all in favor.

2. Town Council to consider awarding a contract to Old Line Environmental Synagro for one year term with the option to renew for two additional one-year terms for biosolid removal at the Chesapeake Beach Water Reclamation Treatment plant per the pricing provided to the Town by RFP on May 4<sup>th</sup>, 2022.

**MOTION:** Councilman Jaworski moved to approve awarding a contract to Old Line Environmental for a one-year term with option to renew for two additional one-year terms. Seconded by Councilwoman Hartman, all in favor.

**XII. Public comment was received by:** None

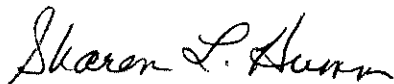
**XIII. Council Lightning Round:**

1. Ms. Hartman commented she very much enjoyed the most interesting and informative tour of the Water Reclamation Treatment Plant and welcomes any other Town facility that the Council might could tour. She enjoyed the Health and Wellness Fair as well.
2. Mr. Pardieck thanked everyone for coming and wished all a good rest of the evening.
3. Mr. Morris commented the Stars & Stripes event is coming up May 28th. There will be a Memorial Day ceremony held at the Veterans Park on Saturday beginning at 10AM and the Great American Picnic to follow at the Kellam's Field from 1PM to 4PM with live music, food, and activities. He encouraged everyone to come out.
4. Mr. Jaworski followed up on Mr. Morris's comments stating the American Legion will host their Memorial Day ceremony May 30<sup>th</sup> beginning at 10AM at the Veterans Park, so come out for that one too.
5. Mr. Fink echoed Ms. Hartman's comments on the WRTP tour stating it was very educational and likes the idea of probable future tours of other Town facilities. Mr. Fink commented he is ready for summer and looks forward to in-person events. With that, stay safe and civil.

**XIV. Adjournment**

There being no further comments, the meeting adjourned at 8:07 pm on a motion by Councilman Fink. Seconded by Councilman Pardieck, all in favor.

Submitted by,



Sharon L. Humm,  
Town Clerk



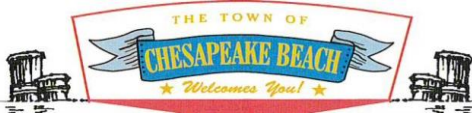
**MINUTES OF THE  
TOWN COUNCIL INFORMATIONAL  
WORK SESSION  
JUNE 6, 2022**

- I.** Patrick J. Mahoney, Mayor, called the meeting to order at 6:00 p.m. In attendance were Dr. Valerie Beaudin, L. Charles Fink, Margaret P. Hartman, Lawrence P. Jaworski, Gregory J. Morris, and Keith Pardieck, Council Members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Todd Pounds, Town Attorney, Brittany Moran, Town Treasurer, James Berry, Public Works Manager, and Josh Stinnett, WRTP Manager.
- II.** **Pledge of Allegiance** – The Mayor led the Pledge of Allegiance.
- III.** **Informational discussion on the following items:**
1. Kelly Huhn, Planning & Zoning Commission Appointment – The Mayor introduced Ms. Huhn to the Council. She spoke briefly about herself and then addressed questions from the Council.
  2. Planning & Zoning Administrator’s update on status of the Town of Chesapeake Beach Zoning Code priority text amendments – Mr. Jakubiak was unable to be present but submitted a memorandum to the Council summarizing the priority text amendments that the Commission has affirmatively voted on, giving the Council a preview for discussion. Mr. Jakubiak is suggesting the Council call upon the Planning Commission to deliver a new zoning map and a supporting set of zoning amendments so the Council can take legislative actions required under State law and the Town Zoning Ordinance. Council provided several recommendations and expressed some concerns on several amendments.
  3. CBWRTP installation of platform for access to an on-site generator – Ms. Wahl stated the Water Reclamation Treatment Plant houses a generator that stands 4.5 feet off the ground. In order to provide a safer means for staff to access the generator for routine checks and service, the Town is recommending approval of an expenditure in the amount of \$10,237.96 for prefabricated platform and steps from FS Industries.
  4. State Highway Entry Agreements for ADA accessible sidewalks – Ms. Wahl stated that the State Highway Administration (SHA) would like to upgrade ADA ramps in two areas of the Town at no cost to the Town. These areas are, 1) entrance of the Town facility service road along Rt 261 and 2) entrance to the Bayfront Park that will connect to the Chesapeake Village to Beach Elementary sidewalk once installed. Staff is recommending the Town Council authorize the Mayor to execute the State Highway Entry Agreements for improvements to the ADA ramps at no cost to the Town.

**8200 BAYSIDE ROAD, P.O. BOX 400 CHESAPEAKE BEACH, MARYLAND 20732**

**(410) 257-2230**

**(301) 855-8398**



5. Audio-Visual upgrades to Town Hall Chambers – Ms. Wahl presented a proposal from Metro AV that would allow for technology upgrades in the Chambers. Presently, the Town meetings are held in Town Hall with a virtual live stream for the public. These upgrades would allow staff to display their screen to the projectors from the dais and make available for the public to view the screen in live view on the Town’s online channel. Staff is recommending Town Council to initiate a contract with Metro AV in the amount of \$10,263.16 from the FY22 budget.
6. Public Works Facility HVAC upgrade – Ms. Wahl stated the costs related to HVAC upgrades at the Public Works facility was presented to Council at the May work session and are included in the FY22 budget. The Town received two proposals from local contractors interested in performing the work, stating that both have previously completed work for the Town in a satisfactory manner. Staff recommends issuing a contract with Chapman Services, Inc. in the amount of \$14,600 for the work.

#### **IV. Council Lightning Round –**

1. Dr. Beaudin commented, in listening to the Planning & Zoning meetings, the amount of work they have and are doing is quite impressive. She looks forward to the Commission moving these amendments along, consider the Council’s comments tonight, and bring before the Council soon.
2. Mr. Fink, staying on the subject of Planning & Zoning, stated the Comprehensive Plan is fully vetted and represents a ton of work by this Commission, respects that, and knows more work is yet to be done. He too, as with the Zoning Administrator and Commission Chair, supports adding a new member to the Commission.
3. Mr. Jaworski stated the Coastal Resiliency Steering Committee has a meeting scheduled for Wednesday, June 8<sup>th</sup> at Town Hall. He was pleased to announce that planning has begun on the upcoming Taste the Beaches which is scheduled for September 17<sup>th</sup> at the Kellam’s Field.
4. Mr. Morris commented that summertime in Chesapeake Beach is a special time. Outdoor events such as the upcoming fireworks on July 3rd, concerts at the Bandshell, Taste the Beaches, etc. are things the Town offers, so let’s get outside and enjoy!
5. Mr. Pardieck stated the Council received the TBOAAC Sculpture Competition hand-out describing this public art awareness project. Mr. Pardieck is asking the Council to share ideas on locations for a sculpture in the Kellam’s area.
6. Ms. Hartman commented this year was her first, attending the Stars and Stripes Event. She was very pleased with the memorial ceremony and enjoyed the family picnic.

**8200 BAYSIDE ROAD, P.O. BOX 400 CHESAPEAKE BEACH, MARYLAND 20732**

**(410) 257-2230**

**(301) 855-8398**



**V. Adjournment:**

There being no further comments the meeting adjourned at 7:13 p.m. on a motion by Councilwoman Hartman. Seconded by Councilwoman Beaudin, all in favor.

Submitted by,

Sharon L. Humm  
Town Clerk

**8200 BAYSIDE ROAD, P.O. BOX 400 CHESAPEAKE BEACH, MARYLAND 20732**

**(410) 257-2230**

**(301) 855-8398**



## Town Administrators Report – June 2022

### I. AMERICAN RESCUE PLAN FUNDING:

The Town is requesting reimbursement of \$2,080,774.50 for the costs associated with the Twin Beach Deputies and to cover the cost for the North Beach Fire Department in accordance with grant guidelines.

### II. UPCOMING REQUESTS FOR PROPOSALS:

**Water Reclamation Treatment Plant Launder Cover RFP:** This RFP will be posted on eMaryland Marketplace Advantage eMMa.

**Roof Replacement Town Hall and Public Works Facility:** This RFP will be posted on eMaryland Marketplace Advantage eMMa.

### III. FEDERAL DREDGE PREPARATION:

**Army Corps of Engineers:** The U.S. Corps of Engineers Baltimore District released a Contract Opportunity seeking sources for the **Fishing Creek Jetty Rehab and Maintenance Dredging, Calvert County Maryland [Notice ID W912DR22B0014](#)**. The scope includes the rehabilitation of the southern jetty at Fishing Creek to a height of 6 ft MLLW using a 1.5 to 3-ton capstone. The jetty rehabilitation will be segmented into three sections with a total length of approximately 1,000 ft.

Due to no land access at the jetty, an access channel will need to be dredged before construction. The access channel will be no more than 75 ft wide and 10 ft MLLW deep. Dredged material will be placed at an existing nearby upland placement site.

Maintenance dredging will occur at the Fishing Creek federal navigation channel. Approximately 22,000 cubic yards of material will be hydraulically dredged and transported via pipeline to the same existing upland site as the access channel dredged material. No earthwork berm repairs are needed, but the three existing weir boxes will need to be replaced at the current placement site. All plans and documents are available for public view [here](#).

### IV. HIGHLANDS SPECIAL TAX DISTRICT:

**Highlands Public Sewer Connectivity Hearing:** The Board of County Commissioners of Calvert County held [a public hearing](#) on Tuesday, December 14, 2021, at 7:00 p.m. at the Northeast Community Center, 4075 Gordon Stinnett Avenue, Chesapeake Beach, Maryland 20732, to receive testimony from the public on the Petition of Highlands Homeowners Association, Inc. (HHOA) to establish a new Special Taxing District beginning Fiscal Year 2023. The County Department of Public Works has confirmed that the HOA has initiated the process for an additional hearing with the County Attorney's office and the Clerk to the Board. The County





## Town Administrators Report – June 2022

is in the early stages of verifying the correct exchange of information. The Clerk to the Board of County Commissioners expects to put together a timeline for the next steps. The project is expected to be underway in 2025, per Calvert County Public Works. No further updates are available.

### V. TOWN ASSETS:

- **Kellam's Field:** The Town is working through the permitting process with the Maryland Department of Environment (MDE) to install approximately 430' of 18" HDPE storm drain across the ball field. This will include the installation of a concrete precast storm drain inlet on the receiving south end. A rip rap channel will be discharging into a small sediment pond on the North end.
- **Bayfront Park:** Bayfront Park remains closed to the general public. The Park is open to Town guests, NBVFD, Twin Beach Deputies, and guests accompanying them. A small structure will be placed at the entry to the park for staff protection. Citizens are reminded to adhere to the signage restricting access to the cliff areas. To view the entire public safety announcement, click [here](#).

### VI. ECONOMIC DEVELOPMENT:

The Town is happy to announce the 2022 Taste the Beaches [vendor forms](#) have been released. We look forward to another great event bringing patrons to the center of the Town to visit our local businesses.





## Town Administrators Report – June 2022

### VII. GRANTS:

#### **2. Kellam's Complex and Railway Trail – Northern Access Point – \$70,000**

Town of Chesapeake Beach  
LPPI# LPPI-4-2

**Background:** Create an access point at the northern portion of the railway trail entrance area to provide improved connections to the town's center and Kellam's recreational complex. Improvements will include removing overgrown vegetation and replacing with native plantings, formalizing the walkway by installing permeable pavers and hardscaping, adding lighting, and providing associated amenities.

**Fund Source:** Maryland Consolidated Capital Bond Loan 2021, Chapter 63, Acts of 2021  
Local Parks and Playgrounds Infrastructure  
Source Code: 21523 \$70,000.00

#### **3. 29<sup>th</sup> Street Overlook Park – \$30,000**

Town of Chesapeake Beach  
LPPI# LPPI-4-3

**Background:** Construct a new passive bayfront park. Improvements will include landscaping and hardscaping, lighting, and park amenities.

**Fund Source:** Maryland Consolidated Capital Bond Loan 2021, Chapter 63, Acts of 2021  
Local Parks and Playgrounds Infrastructure  
Source Code: 21523 \$30,000.00

### **2A. LOCAL PARKS AND PLAYGROUNDS INFRASTRUCTURE (cont'd)**

#### **4. B Street Overlook Park – \$50,000**

Town of Chesapeake Beach  
LPPI# LPPI-4-4

**Background:** Construct a new passive bayfront park. Improvements will include landscaping, fencing, lighting, repairing an existing concrete pad, and park amenities.

**Fund Source:** Maryland Consolidated Capital Bond Loan 2021, Chapter 63, Acts of 2021  
Local Parks and Playgrounds Infrastructure  
Source Code: 21523 \$50,000.00

1. The preceding (3) three projects have been awarded grant funding totaling \$150,000 through the State of Maryland.
2. The Town held a public engagement session on June 1<sup>st</sup> to hear from residents regarding the (3) three projects and several other priority projects. The recording of this session is available [here](#). Residents unable to make this meeting can still provide public input by completing the



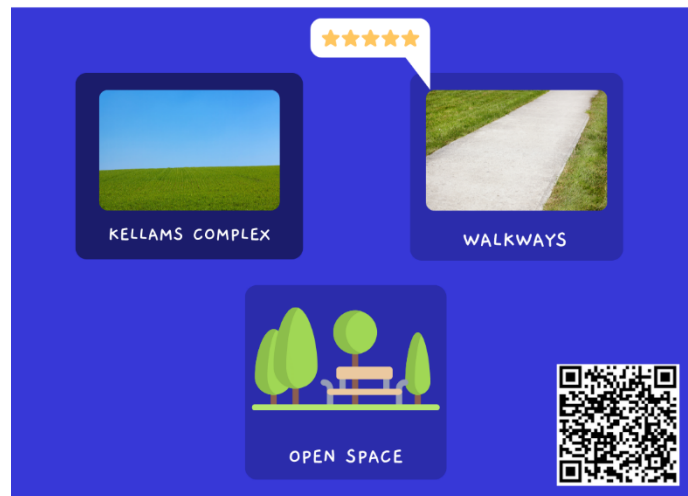
## Town Administrators Report – June 2022

form [here](#). A public meeting will be held on June 30<sup>th</sup> at 5:00 PM to discuss input with our Town Engineer and Planning and Zoning Administrator to formulate a scope of work for these projects that are consistent with public comment.



## Public Engagement

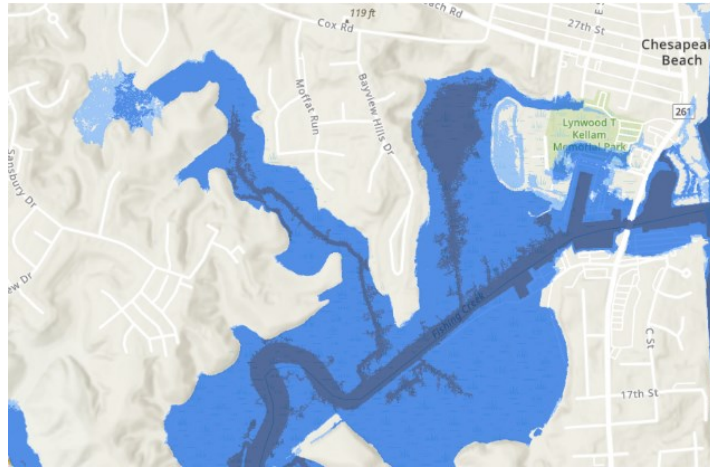
Parks, Walkways, Open Space



3. The Town received notice from Calvert County Government that there is an opportunity to receive another \$150,000 in grants for similar open space projects. Town staff will work with the Walkable Communities Advisory Group and Kellam's Revitalization Group to formulate priority projects.
4. **Safe Routes to School SRTS 100% construction design:** Town staff continues to work through the 100% design safe routes to school project and expects to have an MOU with the State before Town Council soon.
5. **Coastal Resiliency Grant:** The Town continues to work through planning for coastal resiliency through the grant funding provided by the Maryland Department of Natural Resources. The Eastern Shore GIS is finalizing the mapping as contracted by the Town of Chesapeake Beach. Coastal resiliency committee meetings and steering committee meetings continue through planning processes. The Steering committee will meet on June 8<sup>th</sup> at 7:00 PM and July 13<sup>th</sup> at 7:00 PM. The meeting will be held at Town Hall and live-streamed on the [Towns channel](#).



## Town Administrators Report – June 2022



Map drafting (this map is incomplete as it is just for illustrative purposes) source Eastern Shore GIS

### V. TOWN PERMIT ACTIVITY:

Permit #	Address:	Improvement:
pending	4026 11th St	24x36 Gravel parking area
pending	3748 Harbor Rd.	Complete 2nd floor of Crab house
pending	7515 B St	SFD
pending	2536 Crest View Lane	Deck 10x12
pending	8323 Bayside Rd.	Relocation of the dumpster area
pending	7804 Old Bayside Rd	Remove and install antennas
pending	3736 Dark Star	Install one antenna
pending	8207 Elm Ln	Revision to approved house plans
2022-20	4008 Old Bayside Rd.	38x23 Open Deck w/landing & steps
2022-51	8210 Bayview Hills Dr.	12x20 Screen porch over existing deck
2022-52	8323 Legacy Cir	Fence
2022-53	8385 Legacy Cir	Finish basement, wet bar & bath.
2022-54	8323 Bayside Rd.	Install new sign
2022-59	8501 Bayside Rd.	Redistribute gravel & soil
2022-55	3905 27th St.	Remove tree (after the fact)
2022-57	8724 Bayside Rd.	Fence
2022-58	8314 Bayside Rd.	Trimmed an invasive tree
2022-60	2536 Crest View Lane	Deck
2022-61	4026 11th St.	Gravel parking pad
2022-62	8207 Elm Ln	Construct SFD (Revised)



TOWN EVENTS:

Stars and Stripes Memorial Day Ceremony:

In remembrance and in honor of those that have given their lives for our Country, on Saturday May 28th, the Mayor and Town Council held the annual Town of Chesapeake Beach Stars and Stripes Memorial Day ceremony themed, "Never to Be Forgotten". A recording of the ceremony is available [here](#).



Thank you to all volunteers and Town Staff for their help in making our annual Stars and Stripes Ceremony and Family Fun Day happen!

Independence Day Celebration – Sunday, July 3, 2022

More information and updates here: <https://www.chesapeakebeachmd.gov/town-events/pages/independence-day-celebration>

*Independence Day Celebration!*

*Fireworks display: July 3, 2022*

*Rain date: July 9, 2022*

**IT'S BACK.....The Town of Chesapeake Beach fireworks display at the center of Town. The display is viewable along the Fishing Creek bridge, Kellam's field, Veteran's Memorial Park or at one of our waterfront restaurants or resort. The fireworks are held at Dusk. Bring a blanket and a picnic for a family fun evening at Kellam's field.**

**\*glass containers and alcoholic beverages prohibited.**

Visit the Town's website for the traffic plan:  
<https://www.chesapeakebeachmd.gov/town-events/pages/independence-day-celebration>

The Chesapeake Beach Water Park will hold a special on this day, visit [www.chesapeakebeachwaterpark.com](http://www.chesapeakebeachwaterpark.com) for more information



**PARKS & RECREATION:**

**Opening Weekend was a HUGE Success!!!**

We offered free admission to all active-duty military, veterans, and their families Saturday – Monday at the Water Park for Memorial Day Weekend. Many military family members utilized this promotion, and we were thrilled to have them as our guests this weekend and thank them for their service and sacrifice.

We reached our capacity within an hour of being open on both Sunday and Monday.

We received great feedback from our guests this weekend and look forward to making this the best season yet!

Thank you to all our Water Park Manager and Staff for making this such a successful opening weekend!



**Violent Critical Incident Response / Active Shooter Training:**

On Saturday, May 21, over 200 employees of the Chesapeake Beach Water Park took part in Violent Critical Incident Response/ Active Shooter Training conducted by members of the Calvert County Sheriff's Office Special Operations Team in preparation of opening the facility for the 2022 Water Park season. Violent critical incident events have become all too common. What would you do if you found yourself in such an unpredictable and chaotic situation? What should you do to protect yourself and your loved ones? The Calvert County Sheriff's Office wants to be a part of your safety plan and training.

Contact Cpl. Nick DeFelice - [nicholas.defelice@calvertcountymd.gov](mailto:nicholas.defelice@calvertcountymd.gov) to set up this free training for your organization.



**Water Park Daily Admissions Tickets are on sale!**

Daily admission, season passes, birthday parties, and swim lessons are on sale at the Water Park website: <https://chesapeakebeachwaterpark.com/>



## Public Works Administrator's Report

To: Mayor & Town Council

From: James Berry

Subject: Public Works Report

Date: June 9, 2022

---

Water leak- Very pleased to report there were no water main breaks since our last council meeting.

Wet wells- We are scheduled Beale to clean all our wet wells this month.

Water meter/MXU- We are still changing out MXU's as needed. Meters are still on back order. Nothing new to report.

Flushing- first of three flushing's for the year is now complete, next time we flush will be just after July 4<sup>th</sup> Holiday.

Ball fields – We are still finalizing the storage and organizing to make the most of the buildings onsite. Sprinklers are now on.

Railway Trail – We will start handrail replacement again and keep up with weeds and grass.

Water Park – We have repaired several leaks and are working with staff and others developing a comprehensive report for the off season.

Surveys/storm drains – as discussed in our work session, we are moving forward with the install of new storm drain facilities at the Tot Lot and ball field. Nothing new to report.

The Heritage – We are still conducting walk throughs and this project will be complete soon.

Emergency calls – We received seven calls and responded to five. The majority were for trees down on Town roads with all the recent storms, and one high sewer level at Richfield pump station.



To: Mayor & Town Council

From: Josh Stinnett

Subject: Water Reclamation Plant Report

Date: June 9, 2022

---

WRTP staff performed routine preventive maintenance for the UV banks, bar screens, combination valves, RAS pumps, methanol pumps, PACL pumps, and aeration blowers.

WRTP staff started the scheduled quarterly cleaning of the UV Banks. This consists of removal of the banks from the process and manual cleaning and inspection. This is performed on one bank at a time, with the cleaned and inspected unit returned to service before the next bank is removed for service.

WRTP Staff performed predictive maintenance on the polymer feed to the press in the Solids Handling Building. This involved replacement of the supply tubing to the mixing valve for the sludge feed.

WRTP Staff performed a new installation of a fabricated froth spray system for the two clarifiers. The purpose of these sprayers is to reduce the amount of scum accumulating in the center distilling ring of the clarifiers, which can become a nuisance during the summer months due to odor. The first install was performed on Clarifier #1 on 5/17 and was used as a proof of concept test. A second install was performed on Clarifier #2 on 5/23, with slight modification to include a second spray nozzle increasing the effectiveness of the system. The original system for Clarifier #1 will be modified to include a second spray nozzle.

WRTP staff performed corrective work to replace a faulty Data Control Assembly (DCA) for UV Bank #2.

WRTP Staff identified an issue with the refrigeration unit for the 24-hour sampler. A contractor, Mr. Appliance, addressed the issue and the sampler refrigeration was placed back in operation.

The Shellfish Protection Tank was utilized three times during this period for a total of 1.354 million gallons of flow to the SPT due to 6.61 inches of rain.

The WRTP Staff will be bidding farewell to Jon Castro on 6/1 following his many years of service to the Town as the WRTP Plant Superintendent.

The WRTP Staff welcomed Matthew Burgess on 6/1 as a new Water Reclamation Treatment Plant Trainee.

The WRTP had two alarm calls for this month's report and one scheduled call back. Staff was called in for a Return Activated Sludge pump fault at 2030 on 5/26 and again at 0130 on 5/27. These appeared to be due to the pump losing prime, and this is a known infrequent issue with these pumps. On the night of 5/27, two staff members responded to the plant at 1930 ahead of incoming severe thunderstorms. Their purpose of being on-site was to be available to handle any issues that may occur due to power flickers





as was experienced earlier in the day with severe weather that had passed through. Staff remained on-site for the duration of the storm, addressing all power issues that arose, and were offsite at 2330.

There were no incidents to report in the plant's Solids and Handling Operation. The present Solids Hauling Contract will expire on August 1, 2022. A bid opening occurred on 5/6, with the vote to award the contract to Synagro at the Town Council meeting on 5/19. Synagro was provided notification of the award of the contract on 5/20.

The WRTP had no SSO spills to report for this month's meeting. The Plant did experience a partial denitrification filter bypass as a result of an issue with one of the Filter Influent pumps. This issue was resolved and testing results show no exceedance of permitted discharge limits.

### **Future Projects:**

To complete working setting up an inventory of priority spare parts and increase training on maintenance of plant equipment. All plant SOPs are to be upgraded on plant equipment with pictures included in the maintenance and lab procedures. Training on all plant maintenance, lab, and daily operations will be videotaped to store for future reference. The projects noted in the Capital Projects requests are on track for the RFP to be completed in the 2022 budget.



## 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 05/12/2022 To 06/01/2022	

### Report Details

Case#	<a href="#">eFM Case#</a>	<a href="#">Status</a>	<a href="#">Violation(s)</a>	<a href="#">Priority</a>	<a href="#">Street Number</a>	<a href="#">Street Direction</a>	<a href="#">Street Name</a>	<a href="#">Street Type</a>	<a href="#">Unit</a>	<a href="#">Zip</a>	<a href="#">APN</a>	<a href="#">Initiation</a>	<a href="#">Open Date</a>	<a href="#">Follow Up Date</a>	<a href="#">Assigned To</a>
CE22-37		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Grass - Closed	Medium	3398		COX	Rd		20732	0503090965	Self-Initiated	05/11/2022	05/19/2022	O'Dell, Connie
CE22-36		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Grass - Closed	Medium	3624		30TH	St		20732	0503044904	Self-Initiated	05/11/2022	05/19/2022	O'Dell, Connie
CE22-35		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Grass - Closed	Medium	8732		DAVID			20732	0503068889	Self-Initiated	05/04/2022	05/27/2022	O'Dell, Connie
CE22-34		Closed: Voluntary Compliance	Sanitary Maintenance - Closed	Medium	8730		DAVID			20732	0503067629	Complaint	05/04/2022	05/27/2022	O'Dell, Connie
CE22-33		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Grass - Closed	Medium	4010		28TH	St		20732	0503042987	Self-Initiated	05/04/2022	05/19/2022	O'Dell, Connie
CE22-30		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Closed	Medium	8009		FOREST RIDGE	Dr	7	20732		Complaint	05/03/2022	05/27/2022	O'Dell, Connie
CE22-29		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Closed	Medium	8017		FOREST RIDGE	Dr		20732		Complaint	05/03/2022	05/27/2022	O'Dell, Connie
CE22-28		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Closed	Medium	8013		Forest Ridge	Dr	UNIT 5	20732		Complaint	05/03/2022	05/27/2022	O'Dell, Connie
CE22-27		Closed: Voluntary Compliance	Property Maintenance - Minimum Maintenance Requirements - Closed	Medium	3814		27TH	St		20732	0503048152	Self-Initiated	04/05/2022	05/13/2022	O'Dell, Connie
CE22-26		Closed: Voluntary Compliance	Operating a short term rental - Closed	High	8023		DELORES	Ct		20732	0503164837	Complaint	04/04/2022	05/20/2022	O'Dell, Connie
CE22-12		Closed: Voluntary Compliance	Sanitary Maintenance - Closed	Medium			D	St		20732	0503158306	Self-Initiated	03/02/2022	05/19/2022	O'Dell, Connie
CE22-11		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Closed	Medium	8054		BAYSIDE	Rd		20732	0503085864	Self-Initiated	03/02/2022	05/20/2022	O'Dell, Connie

CE22-7	Closed: Voluntary Compliance	Sanitary Maintenance - Closed Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Closed	Medium 8132	BAYSIDE Rd	20732 0503048012	Self-Initiated	02/28/2022 05/20/2022	O'Dell, Connie
CE22-3	Closed: Voluntary Compliance	Property Maintenance - Minimum Maintenance Requirements - Closed	Medium 3816	27TH St	20732 0503086496	Self-Initiated	02/08/2022 05/27/2022	O'Dell, Connie
CE21-13	Zoning Permit Obtained	Zoning Permit Required - Closed 110-15: Steep Slope Construction on or Adjacent to - Closed	Medium 4026	11TH St	20732 0503252767	Complaint	02/26/2021 06/01/2022	O'Dell, Connie

Number of Cases: 15



## 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	All		All	All	From To	From To	From 05/12/2022 To 06/01/2022

### CE Totals

	Total	Closed Cases	Open Cases
<b>Totals</b>	<b>15</b>	<b>15</b>	<b>0</b>

### CE Cases by Employee

Employee	Total	Closed Cases	Open Cases
O'Dell, Connie	15	15	0
<b>Totals</b>	<b>15</b>	<b>15</b>	<b>0</b>

### CE Cases by Violation

Violation	Total Violations	Closed Violations	Open Violations
110-15: Steep Slope Construction on or Adjacent to	1	1	0
115-3 Dangerous Buildings - Failure to Comply	0	0	0
200-6 Violations and penalties for Property Maintenance	0	0	0
Constructing an Improvement within Town Rights-of-Way	0	0	0
Failure to maintain a building, structure or premises	0	0	0
Fence Over 42"	0	0	0
Foreclosure	0	0	0
Global Stability Analysis/Storm Drain/Stormwater Mgmt Plan Required	0	0	0
Ingress/Egress obstructed by fire hazardous objects	0	0	0
Inoperable climate control unit	0	0	0
Inoperable Vehicle	0	0	0
Littering in the Chesapeake Bay	0	0	0
Mildew/Mold/Damp Interior Surfaces	0	0	0
Minimum Housing Standards - Broken or Defective Windows and Door Openings	0	0	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
Minimum Housing Standards - Exterior Structure B (3)	0	0	0
Minimum Housing Standards - Exterior Structure B (5)	0	0	0
Minimum Housing Standards - Exterior Structure B (9)	0	0	0
Minimum Housing Standards - Interior Structure	0	0	0
Operating a licensed recreational vehicle on public highways	0	0	0
Operating a RV on private property	0	0	0
Operating a short term rental	1	1	0
Operating an unlicensed recreational vehicle on public highways	0	0	0
Operating Restrictions of Recreation Vehicles	0	0	0
Overflow of ground water, public water or sewer	0	0	0
Pool Fencing - Missing or Non-Compliant	0	0	0
Prohibited Animals	0	0	0
Prohibited Parking	0	0	0
Property Maintenance - Minimum Maintenance Requirements	2	2	0
Property Maintenance - Minimum Maintenance Requirements (B)	0	0	0
Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris	5	5	0
Property Maintenance - Sanitary Maintenance - Grass	4	4	0
Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard	0	0	0
Property Maintenance - Sanitary Maintenance - Rodents	0	0	0
Property Maintenance - Sanitary Maintenance - Vehicles	0	0	0
Sanitary Maintenance	3	3	0
Sewer is Backed Up	0	0	0
Sewer/Water Manual Violation	0	0	0
Sign Ordinance	0	0	0
Waste/Sewer Back Up	0	0	0
Zoning Infraction	0	0	0
Zoning Permit Required	1	1	0
<b>Totals</b>	<b>17</b>	<b>17</b>	<b>0</b>



## 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	All	From To	From To	From To	

### Report Details

Case#	<a href="#">eFM Case#</a>	<a href="#">Status</a>	<a href="#">Violation(s)</a>	<a href="#">Priority</a>	<a href="#">Street Number</a>	<a href="#">Street Direction</a>	<a href="#">Street Name</a>	<a href="#">Street Type</a>	<a href="#">Unit</a>	<a href="#">Zip</a>	<a href="#">APN</a>	<a href="#">Initiation</a>	<a href="#">Open Date</a>	<a href="#">Follow Up Date</a>	<a href="#">Assigned To</a>
CE22-46		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Vehicles - Open	Medium	3624		27TH	St		20732	0503044475	Self-Initiated	06/01/2022	06/10/2022	O'Dell, Connie
CE22-45		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass - Open	Medium	3613		27TH	St		20732	0503044378	Self-Initiated	06/01/2022	06/10/2022	O'Dell, Connie
CE22-44		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass - Open	Medium	3600		28TH	St		20732	0503043746	Self-Initiated	06/01/2022	06/10/2022	O'Dell, Connie
CE22-43		Verbal Warning Given	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	2313		CARDINAL Way			20732	0503174654	Complaint	05/31/2022	06/08/2022	O'Dell, Connie
CE22-42		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass - Open	Medium	3447		COX	Rd		20732	0503046834	Self-Initiated	05/24/2022	06/06/2022	O'Dell, Connie
CE22-41		Notice of Violation Given	Property Maintenance - Minimum Maintenance Requirements - Open	Medium	3808		29TH	St		20732	0503074471	Self-Initiated	05/23/2022	06/10/2022	O'Dell, Connie
CE22-40		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass - Open	Medium	8203		ELM			20732	0503046737	Complaint	05/20/2022	06/06/2022	O'Dell, Connie
CE22-39		Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Grass - Open	Medium	8216		BAYSIDE	Rd		20732	0503048381	Self-Initiated	05/18/2022	06/06/2022	O'Dell, Connie
CE22-38		Inspection	Littering in the Chesapeake Bay - Open	Medium	8501		Bayside	Rd		20732		Complaint	05/13/2022	06/03/2022	O'Dell, Connie
CE22-32		Verbal Warning Given	Property Maintenance - Sanitary Maintenance - Vehicles - Open	Medium	3620		27TH	St		20732	0503043762	Self-Initiated	05/04/2022	06/10/2022	O'Dell, Connie
CE22-31		Inspection	Property Maintenance - Sanitary Maintenance - Grass - Open	Medium	8421		F	St		20732	0503043541	Self-Initiated	05/04/2022	06/07/2022	O'Dell, Connie
CE22-25		Notice of Violation Given	Minimum Housing Standards - Broken or Defective	Medium	8718		BAYSIDE	Rd		20732	0503070352	Self-Initiated	03/24/2022	06/10/2022	O'Dell, Connie

		Windows and Door Openings - Open											
CE22-20	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	4004-4024	SEA GATE		20732		Self-Initiated	03/07/2022	06/03/2022	O'Dell, Connie	
CE22-19	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	4024	SEA GATE		20732	0503158535	Self-Initiated	03/07/2022	06/03/2022	O'Dell, Connie	
CE22-18	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	4020	SEA GATE		20732	0503158527	Self-Initiated	03/07/2022	06/03/2022	O'Dell, Connie	
CE22-17	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	4016	SEA GATE		20732	0503158519	Self-Initiated	03/07/2022	06/03/2022	O'Dell, Connie	
CE22-16	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	4012	SEA GATE		20732	0503158497	Self-Initiated	03/07/2022	06/03/2022	O'Dell, Connie	
CE22-15	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	4008	SEA GATE		20732	0503158489	Self-Initiated	03/07/2022	06/03/2022	O'Dell, Connie	
CE22-14	Notice of Violation Given	Failure to maintain a building, structure or premises - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	4004	SEA GATE		20732	0503158462	Self-Initiated	03/07/2022	06/03/2022	O'Dell, Connie	
CE22-10	Notice of Violation Given	Prohibited Animals - Open	Medium	7669	OLD BAYSIDE	Rd	20732	0503093719	Complaint	02/28/2022	06/10/2022	O'Dell, Connie	
CE22-5	Notice of Violation Given	Zoning Permit Required - Open Zoning Permit Required - Open	Medium	7839	DE FOREST	Dr	20732	0503070603	Self-Initiated	02/18/2022	06/10/2022	O'Dell, Connie	
CE21-84	Notice of Violation Given	Zoning Permit Required - Open Zoning Infraction - Open	Medium	3605	12TH	St	20732	0503094979	Self-Initiated	12/08/2021	06/10/2022	O'Dell, Connie	
CE21-78	Notice of Violation Given	Zoning Permit Required - Open Zoning Infraction - Open	Medium	3907	16TH	St	20732	0503049426	Complaint	11/09/2021	06/10/2022	O'Dell, Connie	
CE21-52	Inspection	Constructing an Improvement within Town Rights-of-Way	Medium	3242	RECTOR		20732	0503131599	Complaint	07/22/2021	06/10/2022	O'Dell, Connie	

		- Open Zoning Permit Required - Open											
CE19-91	Inspection	Property Maintenance - Sanitary Maintenance - Vehicles - Closed Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open Sanitary Maintenance - Open Property Maintenance - Minimum Requirements - Open	Medium	7524	C	St	20732	0503070557	Self-Initiated	11/14/2019	06/10/2022	O'Dell, Connie	
CE19-17	Inspection	Zoning Permit Required - Closed Global Stability Analysis/Storm Drain/Stormwater Mgmt Plan Required - Closed	High	7340	G	St	20732	0503095037	Complaint	03/22/2019	06/10/2022	O'Dell, Connie	
CE18-76	Foreclosure	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open Property Maintenance - Sanitary Maintenance - Vehicles - Open	Medium	2541	SHADY OAK	Ct	20732	0503174379	Complaint	10/19/2018	06/17/2022	O'Dell, Connie	

Number of Cases: 27





## 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	All		All	All	From To	From To	From To

### CE Totals

	Total	Closed Cases	Open Cases
<b>Totals</b>	<b>27</b>	<b>0</b>	<b>27</b>

### CE Cases by Employee

Employee	Total	Closed Cases	Open Cases
O'Dell, Connie	27	0	27
<b>Totals</b>	<b>27</b>	<b>0</b>	<b>27</b>

### 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	0	0	0
200-6 Violations and penalties for Property Maintenance	0	0	0
Constructing an Improvement within Town Rights-of-Way	1	0	1
Failure to maintain a building, structure or premises	7	0	7
Fence Over 42"	0	0	0
Foreclosure	0	0	0
Global Stability Analysis/Storm Drain/Stormwater Mgmt Plan Required	1	1	0
Ingress/Egress obstructed by fire hazardous objects	0	0	0
Inoperable climate control unit	0	0	0
Inoperable Vehicle	0	0	0
Littering in the Chesapeake Bay	1	0	1
Mildew/Mold/Damp Interior Surfaces	0	0	0
Minimum Housing Standards - Broken or Defective Windows and Door Openings	1	0	1
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
Minimum Housing Standards - Exterior Structure B (3)	0	0	0
Minimum Housing Standards - Exterior Structure B (5)	0	0	0
Minimum Housing Standards - Exterior Structure B (9)	0	0	0
Minimum Housing Standards - Interior Structure	0	0	0
Operating a licensed recreational vehicle on public highways	0	0	0
Operating a RV on private property	0	0	0
Operating a short term rental	0	0	0
Operating an unlicensed recreational vehicle on public highways	0	0	0
Operating Restrictions of Recreation Vehicles	0	0	0
Overflow of ground water, public water or sewer	0	0	0
Pool Fencing - Missing or Non-Compliant	0	0	0
Prohibited Animals	1	0	1
Prohibited Parking	0	0	0
Property Maintenance - Minimum Maintenance Requirements	9	0	9
Property Maintenance - Minimum Maintenance Requirements (B)	0	0	0
Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris	3	0	3
Property Maintenance - Sanitary Maintenance - Grass	6	0	6
Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard	0	0	0
Property Maintenance - Sanitary Maintenance - Rodents	0	0	0
Property Maintenance - Sanitary Maintenance - Vehicles	4	1	3
Sanitary Maintenance	1	0	1
Sewer is Backed Up	0	0	0
Sewer/Water Manual Violation	0	0	0
Sign Ordinance	0	0	0
Waste/Sewer Back Up	0	0	0
Zoning Infraction	2	0	2
Zoning Permit Required	6	1	5
<b>Totals</b>	<b>43</b>	<b>3</b>	<b>40</b>



## Rental Registration Case by Status Report

### Report Criteria:

Case Open From To Case Close From To

### Report Details:

<i>Status</i>	<i># of cases with this status</i>
Application received	2
Application reviewed - need more info	1
Inspections in progress	8
Waiting on License Fee	40
License Current	243
License Expired	0
Declaration of Ineligibility	0
Closed: Expired - Will not renew	0
Notification Process	28
Closed	39
Re-Inspection	15
<b>Total Cases</b>	<b>376</b>



7 Old Solomons Island Road • Suite 202 • Annapolis, MD 21401  
(410) 266-3212 • Fax (410) 266-3502 • www.messickandassociates.com

## Town of Chesapeake Beach

### Engineer's Report 6-2-22

From: Messick Group, Inc (MGI)  
Wayne A. Newton, P.E

Below is the monthly update of projects and upcoming action items to be completed by our office:

#### **Fishing Creek Dredging:**

Action: Dredge spoil excavation completed. USACOE doing as-built survey to confirm volume created.

Waiting for update from USACOE for bidding date and final required volume. Jay & I attended a meeting today with the USACOE finance team. The finance team (20+ people) visited the site to review the project. We learned the project does not have their MDE Water Quality Certificate to date and has not been bid. They are hoping to award the project in June or July of 2022. Pre-bid meeting 6-2-22.

#### **Richfield Station:**

Action: M&A signed the final forms of PWA's and forwarded to Town for completion of the Plats on 7/27/21. Waiting for plat processing and start of construction – Minor email traffic about plat signing details in late December, but nothing further. M&A is as-built surveying portions of the sewers to determine slopes and possible inverted sections in preparation for work to re-start to guide the repairs.

#### **261 Sidewalks:**

Action: SHA final 30% design review is in progress by SHA. M&A followed up with Office of Structures to gain status of the review. Office of Structures should complete their review by End of April, then supply comments. The 100% CD kick off meeting was held on November 16, 2021. SHA is finalizing the grant and scope documents for the Town's review. M&A is assisting the SHA to process the historic structures review while waiting for the SHA contracts. M&A provided list of affected properties requiring easements or right of way to SHA and updated to include right of way areas needed for each property. NEPA approval will be received once we can identify the exact impact areas in the final design phase.

#### **Heritage:**

Action: Final walk through planned to develop punch list of remedial items once the project is finished.

#### **Kellams Field:**

Action: Draft of phase 1 master plan for Kellam's redevelopment including tot lot, senior exercise amenities, pickle ball, tennis court and walking trails completed for review with the committee. Completed concept plan for rec equipment with the equipment manufacturers. Draft design to be forwarded to the committee for review. Starting design of replacement storm drain under field to create positive drainage off the site. Tidal & non-tidal wetlands flagged and surveyed for MDE/USACOE review. Preparing the Joint State & Federal Applications for review which will be submitted once the MDE confirms the delineation.



7 Old Solomons Island Road • Suite 202 • Annapolis, MD 21401  
(410) 266-3212 • Fax (410) 266-3502 • [www.messickandassociates.com](http://www.messickandassociates.com)

### **WWTP UV Protection RFP**

Action: M&A, Jon Castro & Josh Stinnett reviewed the draft plans and provided comments to McCrone who are now preparing the final bid documents. M&A is preparing the RFP package and setting up the bidding forms. Project to be put out to bid next week.

### **Flood Resiliency Plan**

Action: M&A working with Chris Jakubiak and Committee to explore recommendations to address future sea level rise concerns. M&A documented flood levels from 10/29 storm. Created map of areas impacted by 10/29 storm for the committees use. Overall mapping of 4 subareas is complete. They include Harbor Rd, Kellams Field, Seagate & 27<sup>th</sup>/ C Streets. Working on detailed surveys of important infrastructure in flood prone areas.

### **Water Park**

Action: M&A working with Town staff to review the integrity of the Water park and creating a report of suggested upgrades. Scanning of the site to create a 3D model of the existing conditions completed in the field – needs compiling.



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: June 2, 2022  
To: Sharon Humm  
From: Sergeant Gary Shrawder  
Re: Sheriff's Office Report-Chesapeake Beach

---

In May of 2022, the Sheriff's Office handled 168 calls for service in Chesapeake Beach. This is up from 139 calls in April of 2022.

Twin Beach deputies had 833 self-initiated (patrol checks, follow-up investigations, traffic stops etc)

Twin Beach deputies received 168 calls for service by other means (citizens, alarm companies, etc)

Call Breakdown for the 168 calls, we handled:

- Destruction of Property
  1. Chesapeake Village Sub Div- suspect spray-painted sidewalks- under investigation
- Theft
  1. Gordon Stinnett Ave- brother stole money from incarcerated brother's checking account- 1 arrested
  2. Bayfront Park- 2 juvenile's stole kayak paddles and ran into woods- under investigation
- Narcotic arrests
  1. Bayside Rd & Harbor Rd- traffic stop- civil marijuana found- 1 arrested
  2. Rt. 260 & St. Andrews Dr- traffic stop- civil marijuana found- 1 arrested
  3. NBVFD- traffic stop- civil marijuana found- 1 arrested
  4. 17<sup>th</sup> St & Bayside Rd- traffic stop- civil marijuana found- 1 arrested
  5. Old Mama Lucia's- suspicious vehicle- civil marijuana found- 2 arrested
- Assault
  1. Abner's- domestic related boyfriend v. girlfriend- 1 arrested
  2. Rod n Reel- 4 suspects began arguing and assaulted each other in front of establishment- 4 arrested
  3. Eagle View Ct- juvenile suspects shooting gel BB gun at people and property- under investigation
  4. Delores Ct- suspect (adult son) assaulted mother- 1 arrested
- Other arrests
  1. 28<sup>th</sup> & D st- traffic stop- suspect had an open warrant and gave a false name- 1 arrested for false statement
  2. Bayfront Park- traffic stop- DUI- 1 arrested

- Fraud
  1. CVS pharmacy- suspect attempted to pass a counterfeit \$100 bill- under investigation
  2. American Legion- suspect altered check after it was mailed- under investigation
  3. Forest Ridge Dr- suspect "bought" items from victim on Facebook and scammed money from victim via Zelle- under investigation

## May 2022 Calls for Service Chesapeake Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	25	135	Firearms Complaint	0	1	Relay	0	3
Abandoned Vehicle	0	7	Fireworks Complaint	0	0	Robbery	0	0
Accident	11	42	Found Property	1	6	Search Warrant	0	1
Alarm	8	25	Fraud	3	8	Sexual Assault	0	1
Alcohol Violation	0	0	Harassment	1	5	Sex Offender Registry	0	0
Animal Complaint	3	16	Illegal Dumping	0	0	Special Assignment	5	18
Assault	4	8	Industrial Accident	0	1	Stalking	0	0
Assist Motorist	8	28	Indecent Exposure	0	0	Stolen Vehicle	0	0
Assist Other Dept	5	19	Intoxicated Person	0	0	Summons Service	1	8
Assist Sick/Injured	6	19	Kidnapping/Abduction	0	0	Suspicious Person	10	35
Attempt to Locate	11	52	Loitering	0	1	Suspicious Vehicle	7	34
Burglary	0	1	Lost Property	0	0	Tampering with MV	0	1
CDS Violation	0	3	Loud Party/ Music	1	1	Telephone Misuse	0	0
Check Welfare	10	31	Mental Subject	1	4	Theft	2	8
Conservor of Peace	2	15	Missing Person	1	3	Traffic Complaint	6	25
Destruction of Property	1	3	Neighborhood Dispute	0	3	Traffice Control	0	4
Death Investigation	0	2	Notification	0	1	Traffic Enforcement	1	4
Disorderly	6	22	Parking Complaint	3	8	Trespassing	4	11
Domestic	5	26	Person with Weapon	0	1	Unauthorized Use MV	0	0
Escort	0	1	Police Information	12	76	Unknown Problem	2	5
Eviction	0	1	Protective/Peace Order	1	11	Violation Protective Order	0	3
Fight	1	3	Prowler	0	0	Warrant Service	0	7
<b>Total Calls</b>							<b>168</b>	<b>756</b>

	Month	Year		Month	Year		Month	Year
DUI Arrest	1	9	CDS Arrest	0	7	Other Arrest	8	24
Civil Marijuana Citations	6	20	Non Fatal Overdose	0	1	Fatal Overdose	0	0
Patrol Checks	715	2650	Traffic Stops	115	486	Follow Ups	3	22

\*\*\*\* Notes \*\*\*\*

Deputies assigned to the Twin Beach Patrol handled 204 calls outside of the Twin Beach Patrol Area in this month.  
(These calls include off duty responses, calls handled to and from work, special events, overtime assignments, special unit assignments, calls while working a shift, etc. The Computer Data System has no way of classifying the on shift or off shift status of an officer when handling a call for service.)



### May 2022 Calls for Service North Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	10	48	Firearms Complaint	0	0	Relay	0	1
Abandoned Vehicle	0	0	Fireworks Complaint	0	0	Robbery	0	1
Accident	9	16	Found Property	3	8	Search Warrant	0	1
Alarm	1	13	Fraud	0	2	Sexual Assault	1	1
Alcohol Violation	0	0	Harassment	0	1	Sex Offender Registry	0	0
Animal Complaint	2	7	Illegal Dumping	0	2	Special Assignment	2	4
Assault	1	2	Industrial Accident	0	0	Stalking	0	0
Assist Motorist	1	10	Indecent Exposure	0	0	Stolen Vehicle	0	0
Assist Other Dept	1	3	Intoxicated Person	0	1	Summons Service	0	5
Assist Sick/Injured	7	16	Kidnapping/Abduction	0	0	Suspicious Person	0	7
Attempt to Locate	2	8	Loitering	0	0	Suspicious Vehicle	0	7
Burglary	0	1	Lost Property	0	0	Tampering with MV	0	0
CDS Violation	0	4	Loud Party/ Music	1	1	Telephone Misuse	0	0
Check Welfare	9	30	Mental Subject	0	1	Theft	2	8
Conservor of Peace	2	6	Missing Person	2	4	Traffic Complaint	7	9
Destruction of Property	0	5	Neighborhood Dispute	1	1	Traffice Control	0	0
Death Investigation	0	0	Notification	0	0	Traffic Enforcement	3	6
Disorderly	5	19	Parking Complaint	7	16	Trespassing	4	5
Domestic	3	17	Person with Weapon	0	1	Unauthorized Use MV	0	2
Escort	0	1	Police Information	15	36	Unknown Problem	2	3
Eviction	0	2	Protective/Peace Order	2	6	Violation Protective Order	1	1
Fight	1	1	Prowler	0	0	Warrant Service	1	3
Total Calls							108	353

	Month	Year		Month	Year		Month	Year
DUI Arrest	0	1	CDS Arrest	0	4	Other Arrest	3	18
Civil Marijuana Citations	1	8	Non Fatal Overdose	0	1	Fatal Overdose	0	0
Patrol Checks	280	1010	Traffic Stops	42	142	Follow Ups	0	10

\*\*\*\* Notes \*\*\*\*

--



May Town Stats,

Fire = 57

AFA = 9

Brush 1

Fire Calls dispatched in the Town of CB = 26

EMS = 19

Fire Calls dispatched in the Town of NB = 27

Fire's = 3

(Chimney, House, Barn, vehicle, ETC)

Hazmat = 0

Fire Drill: Search and Rescue

Investigation = 1

MVA = 2

Helicopter Landing = 1

Service = 21

Water Rescue = 2

Fundraising: Gun Raffle



EMS = 84

Chest Pains = 5

Diabetic Emergency = 1

Fire Standby = 3

MVC = 2

Overdose = 2

Psychiatric Emerg. = 0

Respiratory Distress = 10

Seizures = 2

Stroke (CVA) = 2

Unconscious Subj. = 7

Other Non- Emergent dispatched Calls = 0

EMS Calls dispatched in the Town of CB = 53

EMS Calls dispatched in the Town of NB = 31

EMS DRILL : Go Team

Choking = 0

Syncope = 0

Suicide = 0

Gun Shot = 0

Head Injury = 0

Hypertension = 0

Assault = 1

Hemorrhage- 3

Cardiac Arrest - 2

Altered Mental Status - 0

Allergic Reaction - 1

Traumatic Injury = 6

Sick Person= 20

Welfare Check= 0

Falls= 11

Water Rescue= 1



**OFFICE OF THE PLANNING AND ZONING COMMISSION**

To: Mayor and Town Council, Chesapeake Beach, MD

From: Larry Brown Chairman, Planning and Zoning Commission

Date: June 9, 2022

Re: Town Council Report

---

The Planning Commission did not meet in April due to lack of quorum being available; In May the Commission returned to the Town Hall for its first “in-person” meeting following the COVID restrictions.

At the meeting on May 25, 2022, the Commission considered the Baia Restaurant request to modify the site plan and reviewed proposed zoning changes implementing the draft Comprehensive Plan.

The owners of the Baia Kitchen & Wine Bar, at 8323 Bayside Road, requested a site plan revision for the restaurant to relocate the restaurant’s dumpster to the part of the property accessible via C Street. The Commission denied the request to move the dumpster location based upon:

- The status of the restaurant being a non-conforming commercial use in a residential zoning district.
- The un rebutted testimony from Ms. Yolanda Holmes that the truck movements associated with the proposed location would involve some trespass by the trash hauling service on the part of the C Street alley she owns.
- The applicant’s statement that while the trash hauling service drove the route it did not simulate the actual movements necessary to approach, empty and leave the dumpster.
- The Planning and Zoning Administrator’s concern that the operation would necessitate additional road pavement within the Town right-of-way (and on restaurant property) that the submitted plans did not show.
- The Zoning Administrator’s statement that the Town Staff had reviewed the request and did/does not support it.

The Commission then continued working on Immediate Term amendments to the Zoning Code based on the Comprehensive Plan. After extended discussion the following was agreed:

Amend Section 290-19 Tables (A), to make the open space requirement 35% in all residential districts except for the Residential Low-Density District which will have a requirement of 40%.

The Zoning Administrator has urged the Commission to hold a public hearing once the Commission has finalized its recommendations. However, in the interest of providing these recommendations as quickly as possible to the Town Council, the Chairman will recommend that the Commission not hold a public hearing for the following reasons:

- A Planning Commission Public Hearing is not required according to Town Code.
- The Commission previously held a public hearing on the Comprehensive Plan as required by State Law.
- The Town Council will hold a Public Hearing on future Commission Zoning Code proposals as required by Town Code.
- As of the date of this memo the Commission has not agreed on a final recommendation.
- A Planning Commission Public Hearing could increase by three or more months the time before a Commission recommendation could be forwarded to the Town Council. And all Commission meetings are, and have been, open to the public.
- The Zoning Administrator has stated that other priority issues are being deferred pending completion of the immediate term text amendments (Annual report to the State of Maryland, review of the town critical area code).

At the June 22nd meeting the Commission will continue work as described in the Zoning Administrator's June 3rd, 2022 Memo to the Mayor, and that was presented to the Town Council Working Session on June 6.

At the next meeting, in June, the Commission will also elect a Chairman. The Town Code states that the term of the Chairman shall be one year, with eligibility for reelection. The current Chairman began his second term in June 2021.

Other issues:

1. The Commission has received multiple requests for zoning amendments from Commissioners which have placed a burden on Town Staff and Town resources. The Town Administrator has agreed to attend the July meeting to discuss staff and resource impact and limitations. To help address this issue, the Chairman will propose the following procedures to the Commission for future Planning and Zoning administration:

A. All proposed PC Agenda items must be received no later than one PC meeting before inclusion in a subsequent PC meeting agenda.

- B. Proposed agenda Items will be referred to Town staff to evaluate resource requirements, evaluate staff time required to prepare for discussion, and project when to schedule an agenda item so that it fits appropriately into the staff and Commission work schedule.
  - C. Issues and applications will not be added to any agenda until it has been reviewed by Town staff and approved by the Chairman.
  - D. Town Staff will endeavor to publicly post the monthly meeting agenda two weeks prior a PC meeting.
  - E. No Commission decisions will be brought to a vote until every Commissioner has received, and has had at least two weeks to review the issue or application and all supporting documents including the Town staff report.
2. The Town Planning Commission Code is out of date (§ 290-31 Planning Commission). It currently references the provisions of Article 66B, Land Use, Annotated Code of Maryland. That Maryland article was repealed more than a decade ago. There are also other anomalies that are inconsistent. I will be working with the Town Administrator to correct these errors and bring the Code up to date.

# **Chesapeake Beach Oyster Cultivation Society Report**

**June 2022**

## **Chesapeake Beach Town Council Meeting**

**Transfer of duties from John Bacon to Sue Alexander has been completed. John created a CBOCS procedures manual detailing all activities, responsibilities and agency contact information. This manual will provide the team with a consistent approach to executing the mission of the society.**

**Sue has confirmed the order of oyster larvae to be delivered in late June/early July. CBOCS plans to grow its own spat on shell as a supplement to the spat it currently receives from the Maryland Grows Oyster Program.**

**Plans are in place to move all the supplies and equipment supporting the CCPS 5<sup>th</sup> grade field trips on Fishing Creek to a storage space at Kellam's field. This will not only free up the storage room at the back of Town Hall, but moves everything closer to the teaching locations, reducing the manual labor required to support the trips.**

**If you have any further questions, please do not hesitate to contact me at [sue.alexander.2449@gmail.com](mailto:sue.alexander.2449@gmail.com)**





**TWIN BEACH OPIOID ABUSE AWARENESS COALITION (TBOAAC)  
OVERDOSE AWARENESS SCULPTURE COMPETITION**  
*A Public Art Awareness Project*

**PROJECT NARRATIVE**

**Background:**

The TBOAAC was formed in 2017 by the towns of Chesapeake Beach (CB) and North Beach (NB) to raise awareness of the opioid abuse crisis in our communities, connect those in need with appropriate resources and remove the shame and denial surrounding addiction, overdose and overdose death. The Committee is chaired by CB Council Member, Keith Pardieck. Membership consists of representatives of both town governments, Calvert County Health Department (CCHD), Calvert County Sheriff's Department (CCSO), Calvert Alliance Against Substance Abuse (CAASA), Emmanuel Church Celebrate Recovery, and like-minded organizations and community members.

Reducing the shame surrounding Opioid Use Disorder and the denial of addiction, overdose and overdose death and their devastating effects on our families, friends and communities is one of the top priorities of the TBOAAC. To this end, the TBOAAC has sponsored and executed over a dozen community awareness events ranging from educational community forums, health fairs, and targeted outreach events. For example, on August 31, 2020, International Overdose Awareness Day, the TBOAAC initiated a Light Up the Beaches Purple event. This subsequently grew into a county-wide event in 2021, with the TBOAAC sponsoring a "Glow Vigil" in NB to remember those lost to Opioid Use Disorder and to bring about more awareness that overdose does not discriminate and is preventable. This memorial and awareness event was extremely successful in bringing together our community to recognize that their lives matter.

**Purpose/Objective:**

To expand on the goals of the TBOAAC, and the success of our International Overdose Awareness Day events, we propose through a partnership with the Calvert Art's Council an Overdose Awareness Sculpture Competition to provide the public an art sculpture(s) that represent overdose awareness and memorialize those we have lost. Art creates hope and is a healing force. Art can provide inspiration that can have a positive impact on our community and ultimately reduce the shame and denial of addiction and overdose.

In order for this project to become a reality we are asking for your participation. Three installation locations have been identified for your consideration: North Beach, Chesapeake Beach, and Solomons Island. We would ask that you be willing to cover costs for permanent sculpture installation and future on-going memory plate installments. We look forward to working with you to help us bring about this much needed awareness through public art.

### **Project Proposal:**

#### Outdoor Sculpture Competition - Overdose Awareness - Permanent Installation.

Concept: An outdoor sculpture with a base large enough to accommodate a dedication plaque and family purchased memory plates. Tribute plates would be 3”x 1” and offered for purchase to family members in remembrance of their loved ones. To encourage participation the plate cost could include a donation to a local awareness advocacy in honor of their loved one (ex: CAASA). Future management of memorial plate sales TBD (Recommendation - The advocacy receiving the donations.)

Sculpture Theme - *“THEIR LIVES MATTER”*

Call for Entries - Local Juried Artists (Tri-County/Maryland)

Prizes - 1st/2nd/3rd

Award Amounts - TBD

Locations - Sunrise Gardens, NB - 1st Prize

Kellam’s Field, CB - 2nd Prize

Anmarie Sculpture Garden, Solomons Island - 3rd Prize

### **Timeline:**

Receive Commitment from Installation Locations – ASAP

Chesapeake Beach – Commitment confirmed

North Beach – Commitment confirmed

Anmarie Sculpture Garden, Solomons Island – Commitment pending

Prepare Guidelines and Specs for the Call - ASAP

Announce Project Call for Entries and Offer Memory Plate Sales - “Glow Vigil”, August 31, 2022

Sculpture Entries Due - (6 - 8mo’s) after the Call

Judging by a Selection Committee - Awards to be made no later than 5/31/23

Install Dedication Plaques and Family Memory Plates - Before 8/31/23

Installation/Unveil/Dedication - “Glow Vigil” August 31, 2023 (Sunrise Gardens), TBD (Other Locations)

### **Budget to Date:**

CCHD Local Behavioral Health Authority FY23 - \$3,000 - Artist Awards & Sculpture Dedication Plaques

Town of Chesapeake Beach FY23/FY24 - \$ TBD

Town of North Beach – \$ TBD

Calvert Art’s Council – \$ TBD

**SAMPLE DEDICATION PLAQUE:**

*Their Lives Matter*

*Dedicated with Love*

*To those we have lost to overdose.*

*To those who continue to struggle.*

*“Heart and Mind Overcome All”*

*August 31, 2023*

**SAMPLE MEMORY PLATE (For purchase by Families):**

*Chase B. Mattingly*

*Forever 21*

*10/14/96 - 02/28/18*

**Project leads:**

Sandy Mattingly, Member, TBOAAC, Project Coordinator

410-591-2673 or email: sandy.otse@yahoo.com

Keith Pardieck, Chair, TBOAAC, email: kpardieck@chesapeakebeachmd.gov

Bob Carpenter, President, Calvert Art’s Council, email: bobcarpenter1957@gmail.com

Joe Davis, Executive Director, Calvert Art’s Council, email: director@calvertarts.org



To: The Honorable Mayor and Town Council  
Subject: Installation of platform for access to an on-site generator  
Date: June 3, 2022

From: Holly Wahl, Town Administrator

---

**I. BACKGROUND:**

The Chesapeake Beach Water Reclamation Treatment Plant houses a generator that stands 4.5 feet off the ground. In order to access the generator for service, a platform is required to maintain the unit.

**II. SCOPE OF WORK:**

The Town is seeking prefabricated steps to accommodate access through one set of double doors on the generator. Additionally, this will provide a safer means for our staff to access the generator for the routine checks that we perform. Currently, we need to lean a ladder against the side of the generator to access any of the doors.

**III. PRICING:**

FS Industries provided a quote for the steps needed to make the generator accessible in the amount of \$10,237.96.

**IV. RECOMMENDATION:**

It is recommended that Town Council approve an expenditure of \$9,721.00 from the WRTP FY22 fund. This cost will be shared with the CBWRTP partners.

REV. NOTE - \*\*  
QUOTE #: Q41375JBIR

Original Quote Run  
DATE/TIME: 6/3/2022 - 10:42:44 AM



**\*\* STOR-DECK MEZZANINES \*\***  
**20 Technology Way**  
**West Greenwich, RI 02817**  
**PHONE: (800)421-0314 FAX: (401)421-5679**  
**www.FSIndustries.com**

CUSTOMER: Chesapeake Beach WRTP

PROJECT: Water Reclamation Plant

ATTN: Josh Stinnett

**STAIR QUOTATION - PHYSICAL DESCRIPTION:**

QTY	NAME	DESCRIPTION	TOTAL
1	str-1	TYPE: OSHA-17 DRAWING: CM773-A-017 HEIGHT: 54 WIDTH: 36 WEIGHT: 584 HORIZONTAL RUN: 48 1/8 DEGREES: 43.45 TREAD: (#78) Galvanized Bar Grating 9 3/4 in 1 1/4 X 3/16 FINISH: Galvanized	\$ 8,766.00
1	lan-1	TYPE: Exit Right DRAWING: LD1001-NS HEIGHT: 54 WEIGHT: 879 DECK DIMS (IN.): 44 15/16 W X 81 15/16 L OVERALL DIMS (IN.): 48 W X 87 L FINISH: Galvanized	

LANDING DECK:(#15) GALVANIZED BAR GRATING-#19W4 WITH 1 X 1/8 BEARING BARS ON 1-3/16 IN. C

**PRICING TOTALS**

NET MATERIAL COST F.O.B. WEST GREENWICH, RI	\$	8,766.00
FREIGHT COST - (M0) Chesapeak Beach MD, 20732 - Flatbed Del	\$	946.00
***Please be aware that freight rates are extremely volatile and large swings may occur from time of quote to time of shipment.		
TOTAL SHIPPING WEIGHT - 1462 (CLASS 85 - ITEM #105300)		
TOTAL QUOTED PRICE	\$	9,712.00

Sales tax is applicable for shipments to the following states:  
CA, CT, FL, GA, ID, IL, IN, KY, MA, MD, ME, MI, MN, MS, NC, NJ, NY, OH, PA,  
RI, SC, TX, VA, WA and WI

QUOTE SUBMITTED BY: Justin Boisclair Email: jboisclair@fsindustries.com

**PAYMENT TERMS & DELIVERY**

TERMS ARE: CRCD, Wire Xfer, Chk w/Order  
PRESENT LEAD TIME (SHIP DATE) ON THIS PRODUCT IS APPROXIMATELY 4-6 WEEKS AFTER RETURN OF SIGNED APPROVAL DRAWINGS.

**PRICING VALID FOR 30 DAYS**

CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: Galvanized	DESCRIPTION: str-1

A STAIR HEIGHT = @ 43.45 DEGREES  Quote #: Q41375JBIR Rev. #: 0 6/3/2022 - 10:42:44 AM

B SHOP USE ONLY

C SHOP USE ONLY

D RISER HEIGHT =

E BOTTOM OF TREAD ENDPLT TO FLOOR  TREAD RUN = 9 1/2

\*\*\*\* Shop Note: Cut 1 in. Notch in Bottom Flange of Both Channels \*\*\*\*  
F TREAD TYPE = (#78) Galvanized Bar Grating 9 3/4 in 1 1/4 X 3/16

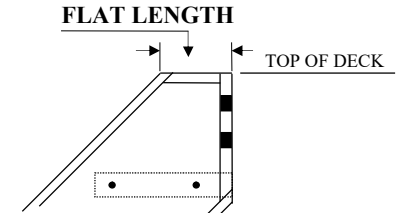
G TREADS NEEDED =  1 1/2" x 11 GA. SQ. TUBE TYP.

H TREAD WIDTH =

I TREAD DEPTH =

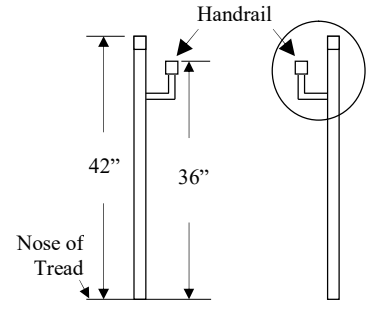
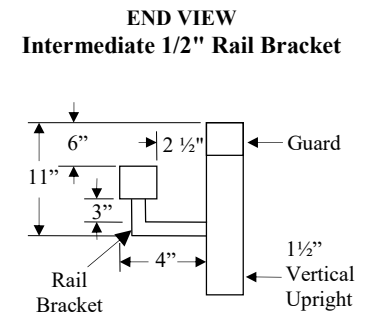
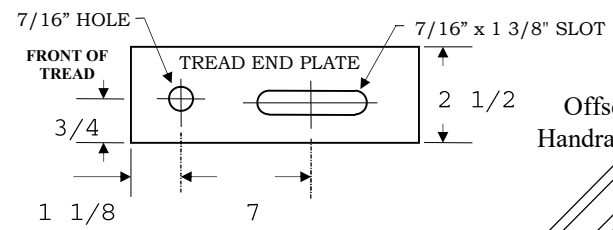
MAKE: 1 SET(S)

2 3/8

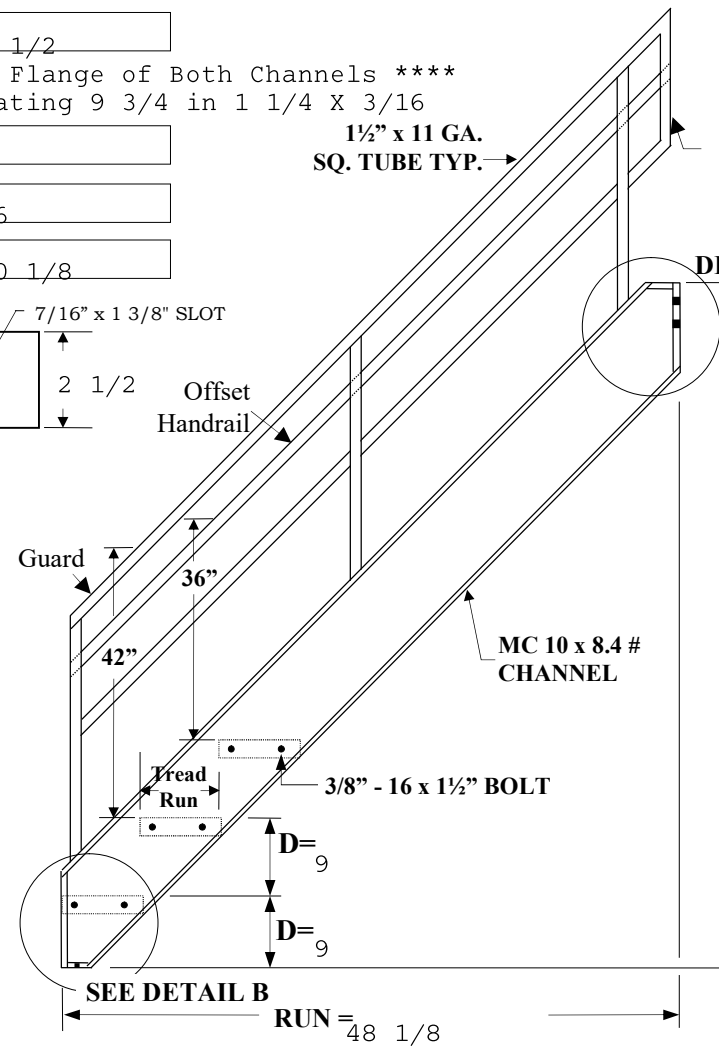
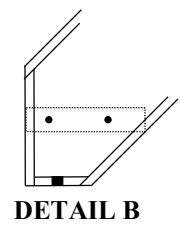


NOTE: END HANDRAIL 1" BEFORE THE END OF STAIR STRINGER

SEE DETAIL A



**DISCLAIMER:**  
FS INDUSTRIES ASSUMES NO LIABILITY OR RESPONSIBILITY FOR DETERMINING IF THIS STAIRWAY IS IN CONFORMANCE TO ANY FEDERAL, STATE, AND/OR LOCAL BUILDING CODES. IT IS THE RESPONSIBILITY OF THE PURCHASER AND END USER TO VERIFY (WITH LOCAL AUTHORITIES) THIS STAIRWAY'S SUITABILITY AND CODE PERFORMANCE FOR IT'S INTENDED USAGE.



FLOOR LAGS BY OTHERS!

THIS DRAWING CONTAINS CONFIDENTIAL DESIGNS AND INFORMATION WHICH ARE THE PROPERTY OF FS INDUSTRIES. THIS DRAWING AND THE INFORMATION CONTAINED HEREIN MAY NOT BE DISCLOSED OR DUPLICATED IN WHOLE OR IN PART, UTILIZED IN ANY WORK OR USED FOR MANUFACTURE OF DESIGNS WITHOUT THE PRIOR WRITTEN PERMISSION OF FS INDUSTRIES.

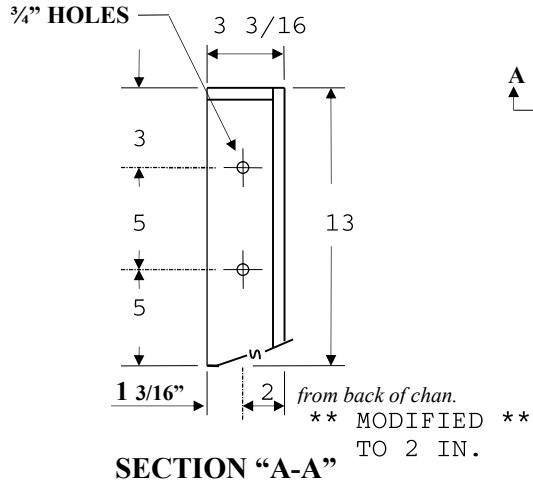
TYP. DRAWING - NOT TO SCALE

CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: Galvanized	DESCRIPTION: str-1 End Plate

Quote #: Q41375JBIR Rev. #: 0

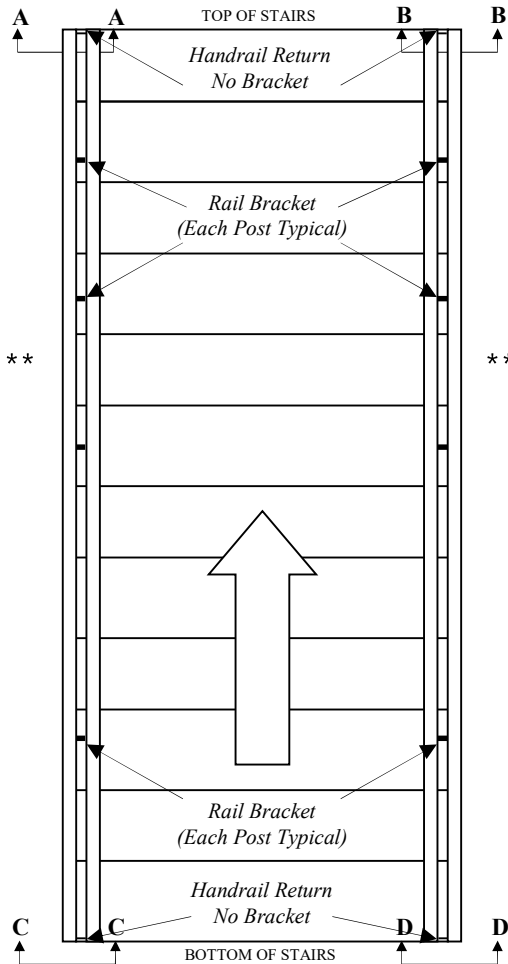
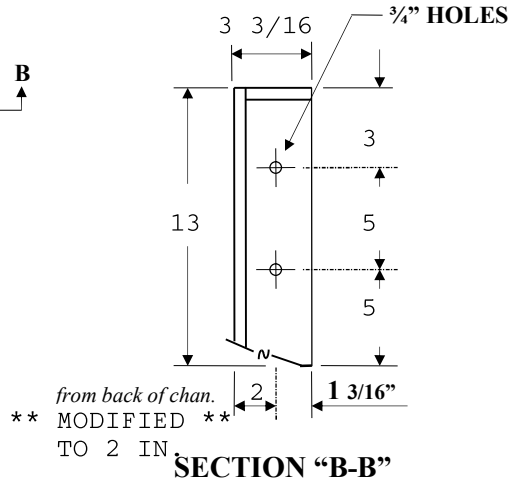
6/3/2022 - 10:42:44 AM

**TOP END PLATE - LEFT**  
3/8" x 3 x 13

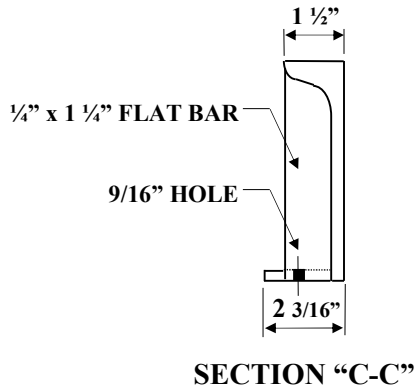


\*\*\*\*\* MODIFIED END PLATE \*\*\*\*\*

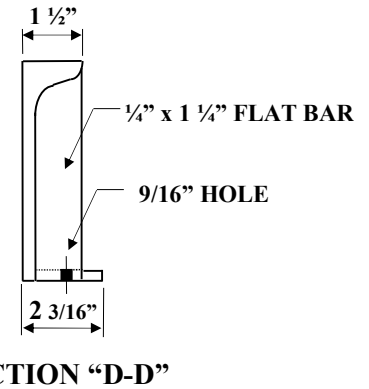
**TOP END PLATE - RIGHT**  
3/8" x 3 x 13



**BOTTOM FOOTPLATE - LEFT**  
3/8" x 2" x Shop cut to fit



**BOTTOM FOOTPLATE - RIGHT**  
3/8" x 2" x Shop cut to fit

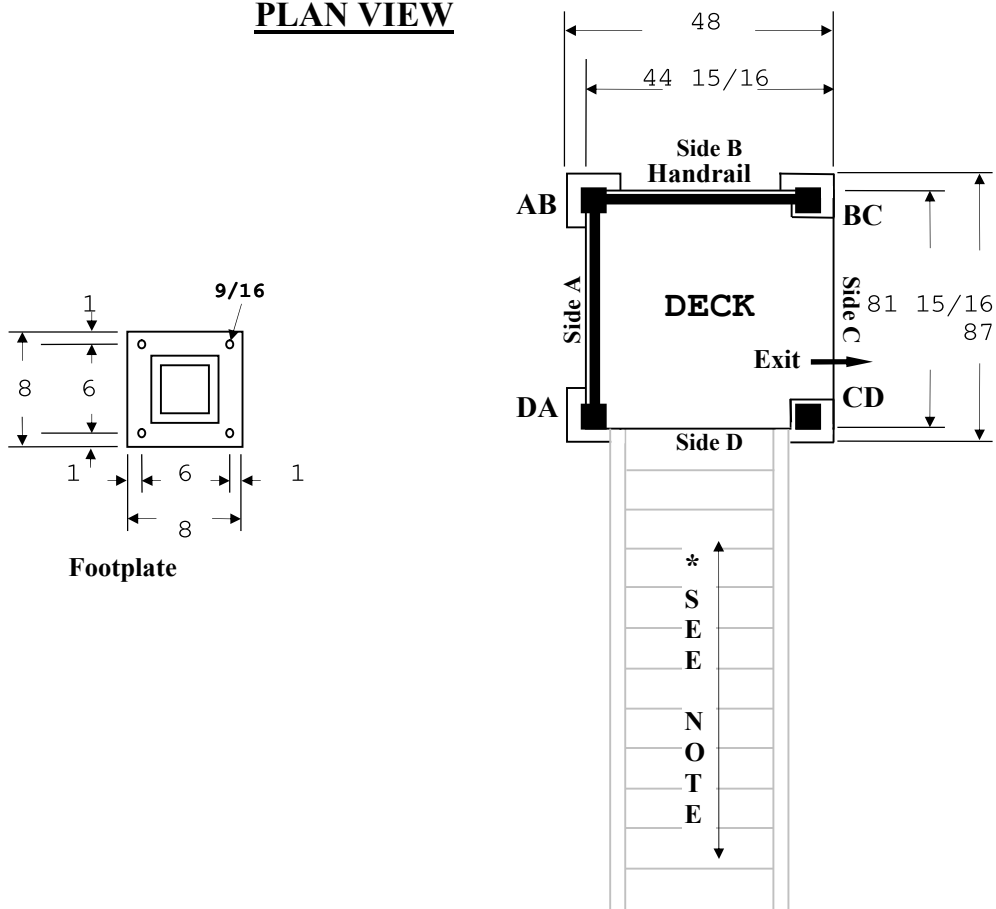


CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: Galvanized	DESCRIPTION: lan-1

Quote #: Q41375JBIR Rev. #: 0 6/3/2022 - 10:42:44 AM

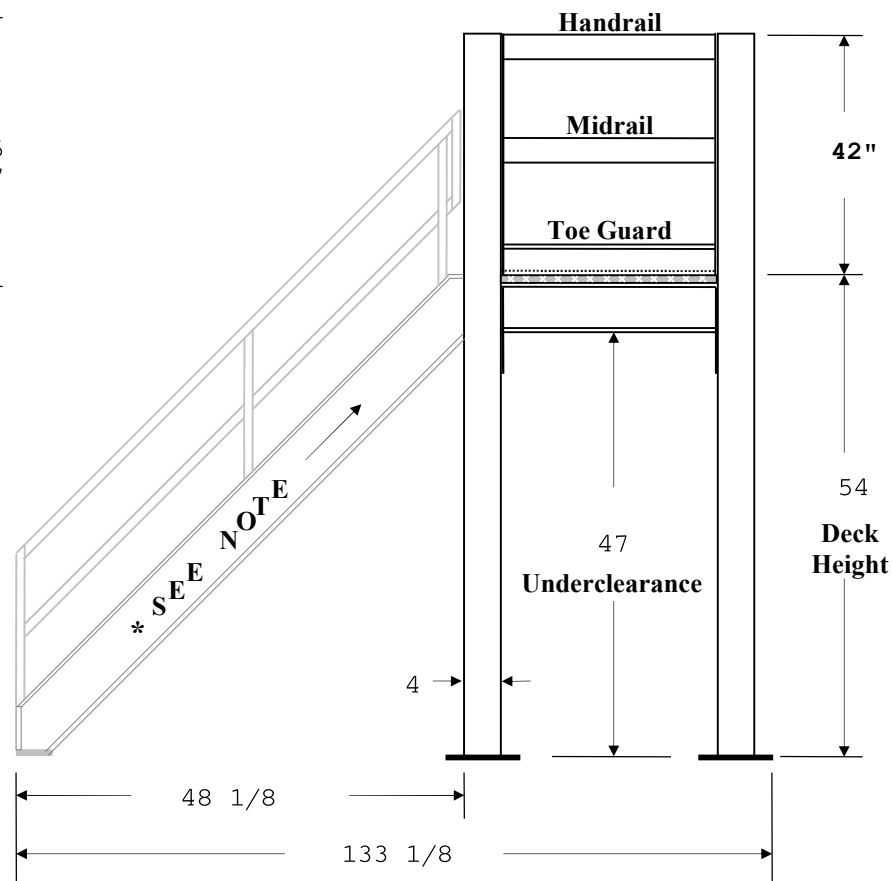
DECK = (#15) GALVANIZED BAR GRATING-#19W4 WITH 1 X 1/8 BEARING BARS ON 1-3/16 IN. CENTERS

**PLAN VIEW**



MAKE: 1

**SIDE ELEVATION**



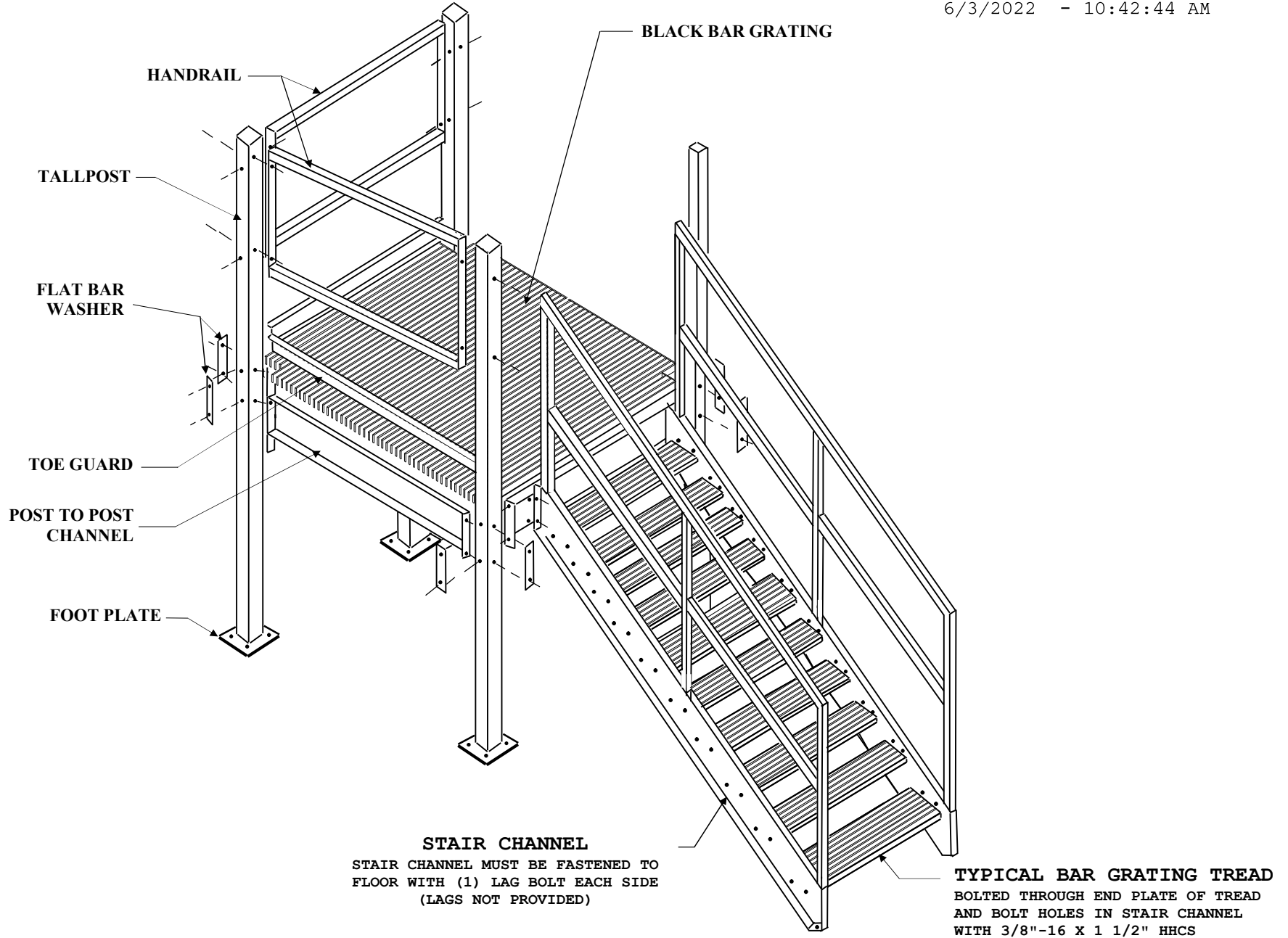
NOTE: STAIRS/POSTS MUST BE LAGGED (LAGS NOT PROVIDED)

\*Note: Stairs are not included with the landing shown on this drawing. They are drawn as typical for configuration clarification and overall dimensions only. Actual stairs are quoted and detailed separately.



CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: SEE IND SHEETS	DESCRIPTION: TYPICAL STAIR & LANDING

6/3/2022 - 10:42:44 AM



Rev: 10/5/18

SL120-ER

Typical Exit Right Landing

CUSTOMER: Chesapeake Beach WRTP	JOB #: Q41375JBIR	FS INDUSTRIES ENGINEERED STEEL PRODUCTS 20 TECHNOLOGY WAY WEST GREENWICH, RI 02817
PROJECT: Water Reclamation Plant	COLOR: SEE IND SHEETS	DESCRIPTION: CUSTOMER APPROVAL SHEET

Quote #: Q41375JBIR Rev. #: 0

6/3/2022 - 10:42:44 AM

**CHECK THE FOLLOWING PRINTS CAREFULLY  
APPROVAL IS REQUIRED FOR MUTUAL PROTECTION OF PURCHASER AND SELLER**

Component	Description	Dwg #	Satisfactory and APPROVED for fabrication	APPROVED for fabrication WITH CHANGES as indicated	UNSATISFACTORY Requires revised print with changes as indicated
str-1	OSHA STAIR	CM773-A-017	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
str-1	END PLATE SHEET	CM774-017	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
lan-1	EXIT RIGHT LANDING	LD1001-NS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**TERMS:** We are happy to accept American Express, Visa and MasterCard as well as wire transfer or payment by check. Checks must be received prior to an order being processed. Please note that all pricing is F.O.B. shipping point. Freight charges to your destination will be added. All prices are in U.S. dollars. Your credit card will be charged upon receipt of signed order confirmation.

**RETURNED SHIPMENTS:** These goods are made to order (non-returnable) and are not subject to changes or cancellations as they are manufactured for each individual order.

**CANCELED ORDERS AFTER COMPUTER PROCESSING (prior to shipment):** Any order canceled after it has been computer specified and posted will be subject to a minimum cost of 6% of the purchase amount.

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ DATE \_\_\_\_\_

SHIP TO \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ATTN \_\_\_\_\_ MK: \_\_\_\_\_

**\*Signed approval sheet must be received prior to fabrication**



To: The Honorable Mayor and Town Council  
Subject: Chambers Upgrade to Technology  
Date: June 7, 2022

From Holly Wahl, Town Administrator

---

## **I. BACKGROUND:**

The Town is currently holding public meetings in Town Hall with a virtual live stream available for the public. Our current functionality does not allow the public to view the screen during the live stream. An upgrade is needed to enable this functionality for ease of public access to the Town meetings remotely.

## **II. SCOPE OF WORK:**

Provide broadcast quality camera switching functionality for Town staff to have the ability to display their screen to the projectors from the dais. This functionality also includes allowing public members to view the screen in live view on the Town's online channel. The current public view only includes elected and appointed officials at the dais.

Provide output to support audio connection to the chamber microphone system. This output provides clear chamber audio for video presentations and conveys clear audio to public members connecting via live stream.

## **III. RECOMMENDATION:**

It is recommended that the Town Council initiate a contract with Metro AV for \$10,263.16 from the FY22 General Fund budget for upgrades to video capabilities in Town Council chambers.



June 2nd, 2022



Town of Chesapeake Beach

Streaming Connectivity Upgrades

Prepared by: David Temple  
dtemple@metroav.com - 703-661-8062  
Engineered by: David Temple

Metropolitan Audio Visual Co, LLC  
22923 Quicksilver Dr, Suite 117  
Dulles, Va 20166

***Metropolitan Audio Visual Company, LLC - Proprietary & Confidential***

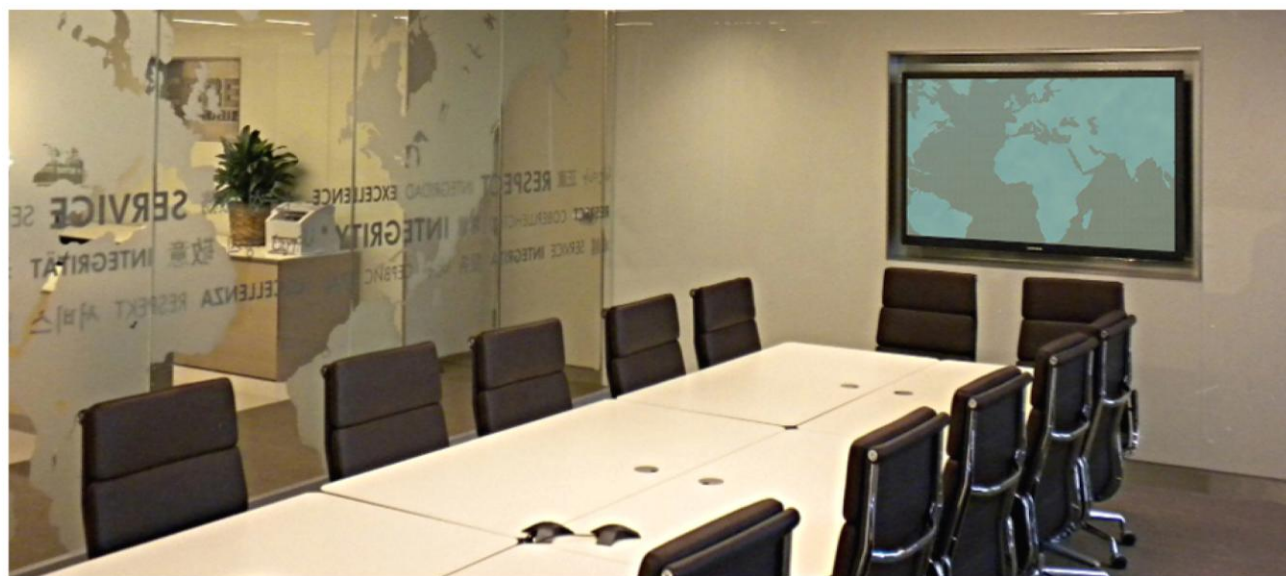
## Welcome to Metropolitan Audio Visual Company

Metropolitan Audio Visual is dedicated to providing audio visual solutions to individuals and organizations throughout the greater Metropolitan DC area and beyond. We are motivated by the ever changing and challenging field of audio visual technology to turn our client's ideas and goals into reality. We will take an honest and caring approach to understanding and meeting the needs of our customers.

At Metro AV we value the relationships we have with our customers and believe that the key to success is being responsive and reliable. We will not hesitate to jump from our seats to come to the aid of a customer in need.

### About Us

Originally established in 1967 as an equipment sales and repair firm, Metropolitan Audio Visual was rebranded in 2008 with a focus on systems design and integration. Our specialty is simple, easy to use AV solutions that are cost effective for businesses in the Washington DC market. We enjoy what we do and hope that you will give us the opportunity to show you what we can do for your organization today.



## Project Overview

### Notes/ Disclaimers

- It is assumed that on-site work can occur between the hours of 8am and 6pm EST, Monday-Friday, and that the space will be available consistently to facilitate timely project execution.  
If alternative on-site hours are required, this must be discussed with Metropolitan Audio Visual Co, LLC prior to proposal acceptance.
- Due to ongoing supply chain shortages, some components may be subject to extended lead times, and subsequent delays.
- Due to potential fluctuation of equipment costs, the pricing within this proposal is valid for a period of 30 days.

*See next page*

## Scope

- With the push of a single button on the ATEM switcher, users will have the ability to switch from camera image to computer image during live streaming, at the Dais and the booth.
- Dais Location:
  - Ability to connect laptop to the projectors from the Dais.
  - Camera and microphone feed to Dais location for running streaming and Zoom from the Dais via laptop.
  - Ability to share laptop image and video with streaming audience, while simultaneously displaying on the in-room projection screens.
  - Ability for microphones to be heard while showing laptop screen, including videos with sound.
- Booth location:
  - Ability to connect desktop PC to the projectors from the Booth.
  - Camera and microphone feed to booth location for running streaming and Zoom from the Dais via desktop PC.
  - Ability to share desktop PC image and video with streaming audience, while simultaneously displaying on the in-room projection screens.
  - \*\*Ability to also share the Dais laptop image and video with the streaming audience during sessions being run via the desktop PC at the booth.
  - Laptop images and video being shared from booth-initiated streaming sessions will by default

**Figure 1:**

**Blackmagic Design ATEM Mini Pro PTZ Camera Switcher**

**Features:**

- **Provides broadcast-quality camera switching**
- **Easy to learn and intuitive to use**
- **Ideal for Zoom, YouTube, Skype**
- **Multiple video effects available**
- **1-year warranty**



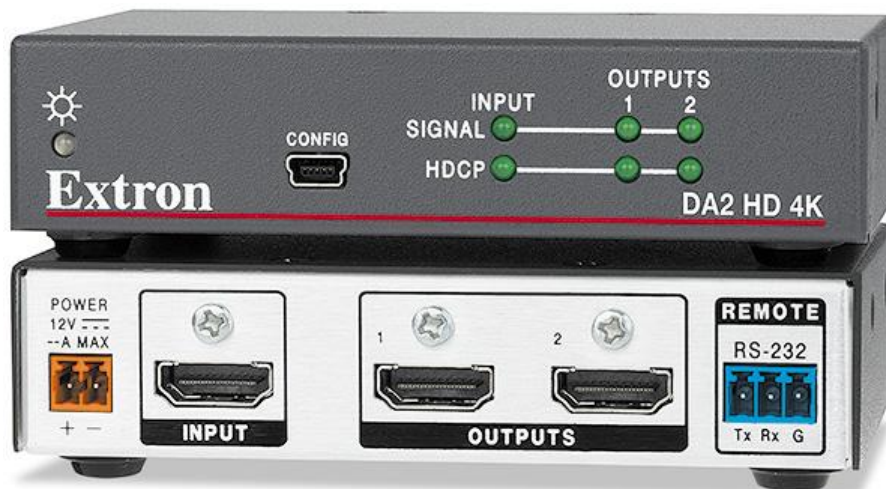


**Figure 2:**

**Extron Electronics HDMI Distribution Amplifier**

**Features:**

- **Input: One female HDMI type-A connector**
- **Output: Two, four, or six female HDMI type-A connectors**
- **Supports computer and video resolutions up to 4K — Supports 4K/60 4:2:0 and 4K/30 4:4:4, maintaining superior image quality at the highest resolutions.**
- **Supported HDMI specification features include data rates up to 10.2 Gbps, Deep Color up to 12-bit, 3D, and HD lossless audio formats**



**Figure 3:**

**Extron Electronics DTP T HWP 4K 231 D**

**Features:**

- **Transmits HDMI, and analog audio up to 230 feet (70 meters) over a shielded CATx cable**
- **Auto-switching between inputs**
- **Supports computer and video resolutions up to 4K**
- **Analog stereo audio embedding**



**Figure 4:**

**Aver BU110 HDMI-to-USB3.0 Converter**

**Features:**

- **Convert HDMI Video to USB 3.1 Gen 1**
- **Support for up to 1080p60 Resolution**
- **Windows, Mac, Linux Support**
- **No Compression, Plug-and-Play**



## Equipment

Note: Due to product availability at time of purchase, Metropolitan Audio Visual reserves the right to substitute any particular equipment model for a comparable item. Client will be notified of any changes to a particular component.

2	Blackmagic Design ATEM Mini Pro HDMI Video Production Switcher	614.52	1,229.04
4	Extron Electronics 1:2 HDMI distribution amplifier.	553.50	2,214.00
1	Extron Electronics 1:4 HDMI distribution amplifier.	783.00	783.00
1	Extron Electronics DTP Transmitter for HDMI - Decorator-Style Wallplate.	500.85	500.85
1	Extron Electronics HDMI DTP Transmitter for HDMI.	407.70	407.70
2	Extron Electronics DTP Receiver for HDMI.	407.70	815.40
1	Extron Electronics Low-Profile Mount Kit for 1/8, 1/4, and 1/2 Rack Width Products.	41.85	41.85
1	Extron Electronics Low-Profile Mount Kit for 1/4 and 1/2 Rack Width, Two-Piece Enclosures.	41.85	41.85
1	Aver HDMI to USB3.0 Converter.	94.49	94.49
1	Middle Atlantic 9 Outlet Single 15 Amp Circuit Surge/Spike Protected Rackmount Power Distribution.	143.63	143.63
1	Middle Atlantic U1 1 Space Rack Shelf - 11 Inch Deep.	39.26	39.26
1	Wall-mountable surge protector.	33.72	33.72
1	Low-voltage cabling, cables, connectors.	298.36	298.37
1	Non-proprietary Hardware and Installation Supplies.	50.00	50.00
<b>Equipment Total: \$ 6,693.16</b>			

*See next page*



A/V System Integration Cost Summary:

Equipment Total	6,693.16
Sales Tax	0.00
Equipment Rental	0.00
Product Shipping (From manufacturer)	195.00
All Associated Labor and Programming	3,375.00
Electrical Contractor	0.00

<b>Project Total:</b> \$10,263.16
<b>Deposit:</b> \$5,000.00
<b>Due upon delivery of functioning system:</b> \$5,263.16

**NOTE:** All credit card payments are subject to a 3% processing fee.

<b>Additional if paying via credit card:</b> \$307.89
--

Deposit, when applicable, must be received prior to equipment orders and/ or personnel dispatched to site.

Final invoice payable upon system acceptance unless alternate terms discussed prior.

**X** \_\_\_\_\_

To accept this proposal please sign and e-mail to: [dtemple@metroav.com](mailto:dtemple@metroav.com)

**Metropolitan Audio Visual Company, LLC - Proprietary & Confidential**



### **Basic Warranty - Design, Workmanship, Components:**

Metropolitan Audio Visual Company, LLC warrants the workmanship and installation materials for one (1) year from system acceptance. During this warranty period, we will correct any wiring or mounting methods that do not conform to the success of the system as a whole or do not satisfy the customer. Any non-conformity that is proven to be caused by abuse of the installed materials will be subjected to Metropolitan Audio Visual's then published rates and service charges.

All new components provided by Metropolitan Audio Visual Co, LLC are covered by the manufacturer's warranty for the period specified by that particular manufacturer, and will be repaired or exchanged for new components by the manufacturer during the warranty period. On-site service to facilitate component diagnosis and exchange is provided by Metropolitan Audio Visual Co, LLC at no cost to the client during our 1-year basic warranty. After a period of one year, Metropolitan Audio Visual standard hourly rate will apply when diagnosing and facilitating repair/ exchange of a defective component.

Metropolitan Audio Visual Company, LLC warrants the control and audio system programming for ninety (90) days from system acceptance. This includes return trips to site to address any dissatisfaction with control system programming and layout.

Note: Time to diagnose - and if necessary - facilitate repair/ exchange of a system component not provided by Metropolitan Audio Visual Co, LLC is not covered under the basic warranty and will be billable to the client at the standard hourly rate at time of repair.

Metropolitan Audio Visual Corporation maintains up-to-date liability and workman's compensation insurance and will be glad to offer certificates on request.



To: The Honorable Mayor and Town Council  
Subject: HVAC Public Works facility  
Date: June 3, 2022

From: Holly Wahl, Town Administrator

## I. BACKGROUND:

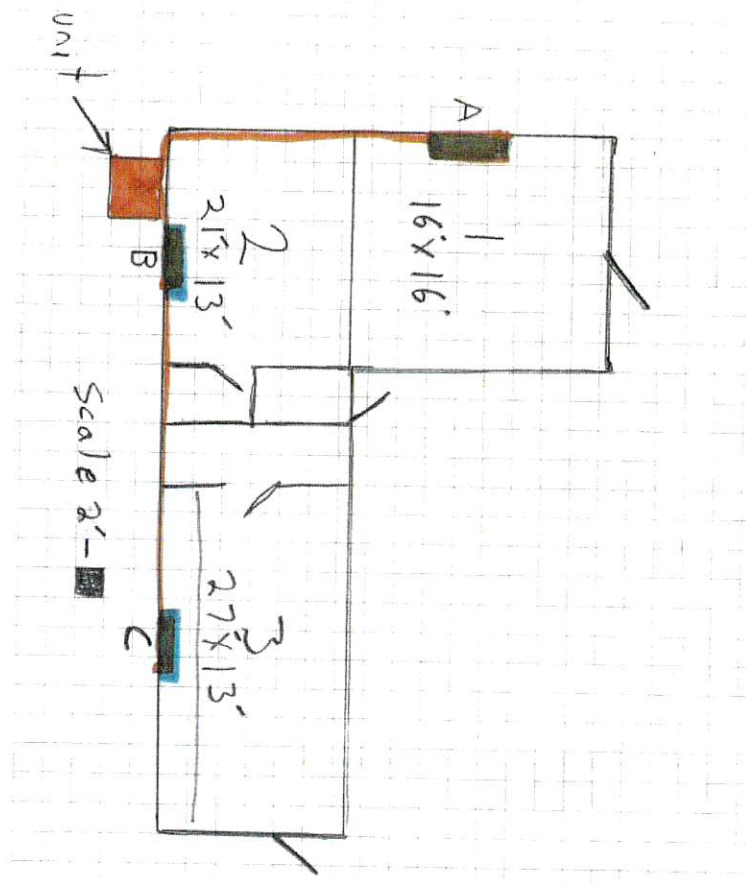
The Town Council approved the FY22 budget, which included the costs related to HVAC upgrades at the Chesapeake Beach Public Works facility. This project was discussed in the May 2022 work session.

## II. SCOPE OF WORK:

Install a Multi-zone, mini-split ductless high-efficiency heat pump at the Public Works Garage.

The system will be a minimum of 21 SEER and include a low ambient heating package.

This system has three zones, as shown in the drawing below:



Area 1 = 16'x16' Area 2 = 21'x13' Area 3 = 27'x13' all ceilings are 8'



The indoor mount locations are shown as A, B, and C. The outdoor unit will be installed twenty-four" above grade.

All walls are 2"x4" with R-13 insulation. The ceiling is 2"x10" with R-19 insulation.

Electrical power will be installed by others to the outdoor unit only; all other power (low or high voltage) must be included in your bid. An onsite walkthrough of the site will be required before accepting proposals.

All proposals must provide the cost of equipment and the price of labor.

### **III. PROPOSALS:**

The Town has received two proposals from local contractors interested in performing the work. Both contractors have completed work for the Town in a satisfactory manner.

### **IV. RECOMMENDATION:**

The town staff recommends issuing a contract with Chapman for the HVAC in the amount of \$14,600 for upgrades to the Public Works facility.



Sales • Service • Installation

# Proposal

Free Estimates • Emergency Service

## Cellular Site Services, LLC

MD Master HVACR  
License # 97917  
MD Stationary Engineer  
License # 33662  
Master Plumber  
Master Gasfitter  
License # 100613

CELL SITE & SHELTER MAINTENANCE • EMERGENCY HVACR  
NEW EQUIPMENT INSTALLATION

(Office) 301.627.1986 • (Cell) 301.367.3906

9703 Croom Road  
Upper Marlboro, MD 20772

Customer Name: Town of Chesapeake Beach	Job Name: Daikin Heat Pump System
Address: 8550 Bayside Rd	Job Location: Maintenance Department.
Email: Jberry@chesapeakebeachmd.gov	Estimator: Theodore McKenzie
Phone: (410)-257-2230	Date: 5-25-2022

**DESCRIPTION OF PROPOSAL: Professional installation of new Daikin 20 SEER multi zone 4 ton (5) five zone heat pump system. All labor and materials are included in this proposal. lead time 2-3 weeks**

Cellular Site Services will provide the following- **Daikin 4 Ton 5 Zone Equipment Model # 5MXS48TVJU, 4 Ton.**

- (1) Daikin 48,000 BTU condensing unit installed on side of building.
- (2) Daikin 12,000 BTU Model- FTXS12LVJU Wall Mount Evaporator to be mounted in zone 2-3.
- (1) Daikin 18,000 BTU Model-FTXS18LVJU Wall Mounted Evaporator to be mounted in zone 1.
- All indoor units are to be mounted on exterior walls in three separate cooling/heating zones.
- Outdoor condensing unit is to be mounted on composite mounting pad on back side of building.
- All needed high voltage power supply conductors in EMT conduit from customer supplied outdoor wall-mounted disconnect box to new outdoor condensing unit.
- (3) copper line sets. One copper line set to each of the three indoor wall-mounted heat pump units.
- All new copper line sets will be fully installed and insulated with all needed copper and UV covering.
- (3) Condensation drain lines ran-in 3/4" PVC from indoor unit to outside of building.
- 250ft of stranded mini-split 600v communication wiring for new HVAC system.
- (3) Wall-mounted wired control thermostat mounted in cooling/heating zone.
- Conduct new HVAC system commissioning after equipment installation is complete.

Daikin manufacturer equipment warranties are for (10) Ten years from date of installation.

Cellular Site Services labor and workmanship warranty is for (1) year from date of installation.

**Add alternate- Concrete equipment mounting pad L48"X W30"X H12" poured on side of building - \$975.00**

Signature of Estimator:

*Theodore McKenzie*  
Theodore McKenzie

Acknowledgement of Receipt of Evaluation:

Client Signature

All proposals from Cellular Site Services require minimum of 50% down to schedule project. Payments to be made by check or account transfer to Cellular Site Services. <b>Estimate good for 30 days</b>	
<b>Date</b>	<u>5-25-2022</u>
<b>Total</b>	<u>\$ 14,925.00</u>

### TERMS AND CONDITIONS

- In the event the Customer prevents Cellular Site Services, LLC from beginning the work or from completing the work, Customer shall pay Cellular Site Services, LLC the reasonable value of labor, materials, and overhead costs incurred.
- Should Cellular Site Services, LLC encounter unsuitable soils, underground water or other conditions in any excavation which require unusual shoring or pumping methods to make the excavation workable, the additional work shall be submitted for reimbursement.
- All accounts not paid in full within thirty (30) days of the date of invoice shall bear interest in the amount of 2% per month of the balance. There will be a service charge of \$25.00 for each returned check.
- In the event of non-payment resulting in collection or attorney fee's the prevailing party shall be reimbursed for these expenses.
- This Contract shall not include any change in the work or materials described or the price quoted in this Contract, unless the change is made in writing and signed by both parties. All materials not used in the work remain the property of Cellular Site Services, LLC.
- Cellular Site Services, LLC is not responsible for stress cracks in existing ceramic tile caused by the new work.
- WARRANTY: Cellular Site Services, LLC provided the Customer with the following EXPRESS LIMITED:
  - WARRANTY on labor and materials furnished as specified in this Contract.
  - Unless otherwise specified in writing, Cellular Site Services, LLC guarantees all labor for one (1) year from the date of service. Should a defect in material under warranty appear Cellular Site Services, LLC sole obligation shall be, at its option, to repair or replace the defective materials at no cost to the Customer.
  - THE FOREGOING EXPRESS LIMITED WARRANTY IS THE SOLE WARRANTY PROVIDED BY CELLULAR SITE SERVICES, LLC AND IN LIEU OF ALL OTHER WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
- This Contract sets forth the entire agreement between the parties. Any and all prior agreements, warranties, oral discussions, or representations made by either part are superseded by this Contract.
- If any provision or portion of this Contract shall be declared invalid by Court or Statute, such invalidity shall not affect any other provision of this Contract and all other provisions shall remain in full force and effect.
- Cellular Site Services, LLC shall not be responsible for any delay or failure to perform work, if such delay or failure results, whether directly or indirectly, from Customer's action or inaction, fire, explosion, strike, freight embargo, acts of God, or of the public enemy, war, civil disturbance, acts of any government, de jure or defacto, or any agency of official thereof, transportation contingencies, unusually severe weather, default of manufacturer or supplier, quarantine or restriction, epidemic or catastrophe, or other similar event beyond the control of Cellular Site Services, LLC.

**CHAPMAN SERVICES INC.**

PO Box 28  
SUNDERLAND, MD 20689 US  
410-286-5583  
csi@repairman.com  
www.chapmanservicesinc.com

**Estimate**



**ADDRESS**  
PO Box 400  
Chesapeake Beach, MD 20732

ESTIMATE #	DATE	EXPIRATION DATE
1541	05/24/2022	06/30/2022

PLEASE DETACH TOP PORTION AND RETURN WITH YOUR PAYMENT.

**SALES REP**

R. Chapman

ACTIVITY	QTY	RATE	AMOUNT
<b>Custom HVAC Installation</b> DAIKIN 4 TON MULTI ZONE DUCTLESS HEAT PUMP SYSTEM WITH 3 WALL PANELS INCLUDES: REFRIGERANT, DRAIN, AND COM. LINES WALL MOUNTED CONDENSER BRACKET LINE HIDE ON EXPOSED LINE SETS ON EXTERIOR OF BUILDING  1) 5MXS48TVJU ----- 5 ZONE HEAT PUMP 2) FTXS12LVJU ----- 12K BTU WALL PANEL 1) FTXS18LVJU ----- 18K BTU WALL PANEL  SEER 20.2 / 10.5 EER / 11.1 HSPF / 3.9 COP  220 VOLT LINE TO CONDENSER IS NOT INCLUDED IN PRICE AND SHOULD BE PROVIDED BY LICENSED ELECTRICIAN	1	14,600.00	14,600.00
<b>Warranty:WARRANTY INFO</b> WARRANTY 1 YEAR LABOR 10 YEAR PARTS ON DAIKIN EQUIPMENT	1	0.00	0.00

Please review the estimate below. Feel free to contact us if you have any questions.

We look forward to working with you.

Sincerely,

Chapman Services Inc.

<b>SUBTOTAL</b>	14,600.00
<b>TAX</b>	0.00
<b>TOTAL</b>	<b>\$14,600.00</b>

Accepted By

Accepted Date

Thank you for your business!



To: The Honorable Mayor and Town Council  
Subject: SHA Entry Agreement  
Date: June 7, 2022

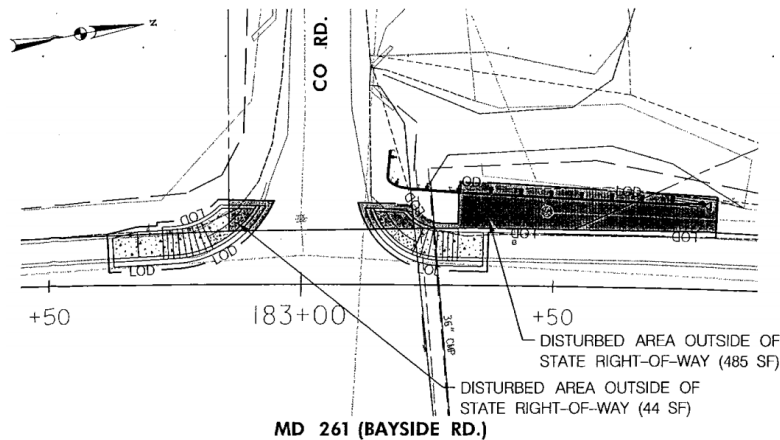
From: Holly Wahl, Town Administrator

## I. BACKGROUND:

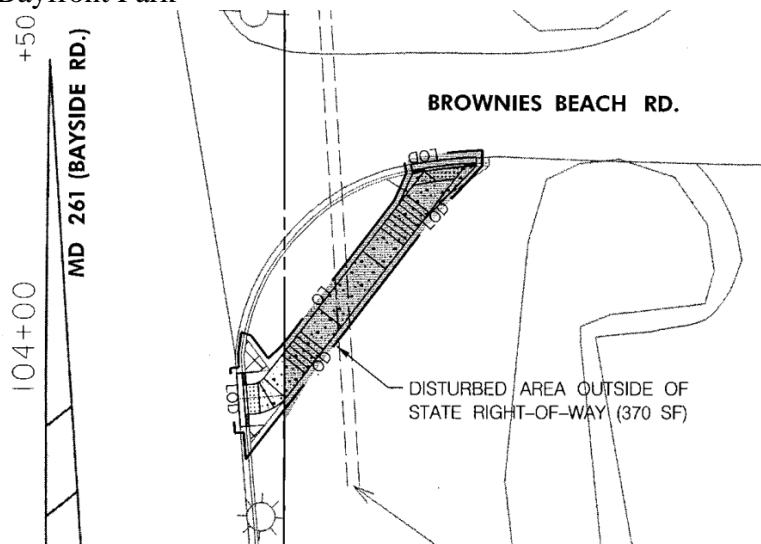
The Town coordinates with State Highway Administration in several areas of the Town that are accessed by state highways. State Highway is using some funding that became available to them to upgrade ADA ramps in two areas of the Town. These areas include 1. the entrance to the bayfront park that will connect to the Chesapeake Village to the Beach Elementary sidewalk once installed, and 2. the entrance of the Town facility service road along RT 261.

## II. SCOPE OF WORK:

Location 1: RT 261 and Co Rd. the Town's public service facilities.



Location 2: Entrance to Bayfront Park





### **III. RECOMMENDATION:**

It is recommended that the Town Council authorize the Mayor to execute the State Highway Entry Agreement so improvements can be made to the ADA ramps at no cost to the Town of Chesapeake Beach.

SHA 63.30-6  
Office of Real Estate  
Right-of-Way District 5  
138 Defense Hwy  
Annapolis, MD 21401

**ENTRY AGREEMENT  
WITH THE  
MARYLAND DEPARTMENT OF  
TRANSPORTATION  
STATE HIGHWAY ADMINISTRATION**

Project: CA511014568  
Termini: Chesapeake Village Boulevard to 1<sup>st</sup>  
Street  
Property: 7255 Bayside Road Chesapeake  
Beach MD 20732  
Item No.: 117516

I/We, the Town of Chesapeake Beach (Grantor) hereby grant permission to the Maryland Department of Transportation/State Highway Administration (MDOT SHA) (Grantee), its personnel and contractors, to enter upon our property located at 7255 Bayside Road Chesapeake Beach 20732, as referenced in Liber 677 / Folio 18 for the purpose of driveway entrance and sidewalk tie-in/reconstruction for ADA improvements during pavement reconstruction along MD 261 .

I/We clearly understand that I will not receive any payment for this work. The term of this Entry Agreement (Agreement) is limited to the time period actually necessary to perform the work described and that this Agreement will expire upon completion of the work. I/We understand that MDOT SHA will perform the work in a neat and work-man-like manner.

This Agreement shall in no way be construed as the conveyance of real property from one party to the other, nor is it to be construed as the conveyance of any rights other than the right of MDOT SHA and/or its contractor to enter that portion of the Grantor's land at 7255 Bayside Road Chesapeake Beach 20732 for the express purpose of driveway entrance and sidewalk tie-in/reconstruction for ADA improvements during pavement reconstruction along MD 261. At the termination of construction, the permission granted herein shall terminate and cease to exist.

Grantee will take all reasonable measures and exercise reasonable effort to prevent damage to Grantor's property and will instruct its contractor to do the same. In the event Grantee's contractor damages Grantor's property, Grantee will instruct its contractor to restore said property to the same or as similar a condition to the original as is possible and reasonable. Grantee requires that its contractors carry and maintain liability coverage for damage to Grantor's property, if any, due to or as a consequence of contractor's work pursuant to the contract.

It is hereby understood and agreed that all utility companies having facilities within the area covered by this Agreement are hereby given permission to move and/or adjust the facilities as may be required in connection with the proposed project.

In acknowledgement of this Agreement, I set my hands this \_\_\_\_ day of \_\_\_\_ in the year 20\_\_\_\_,

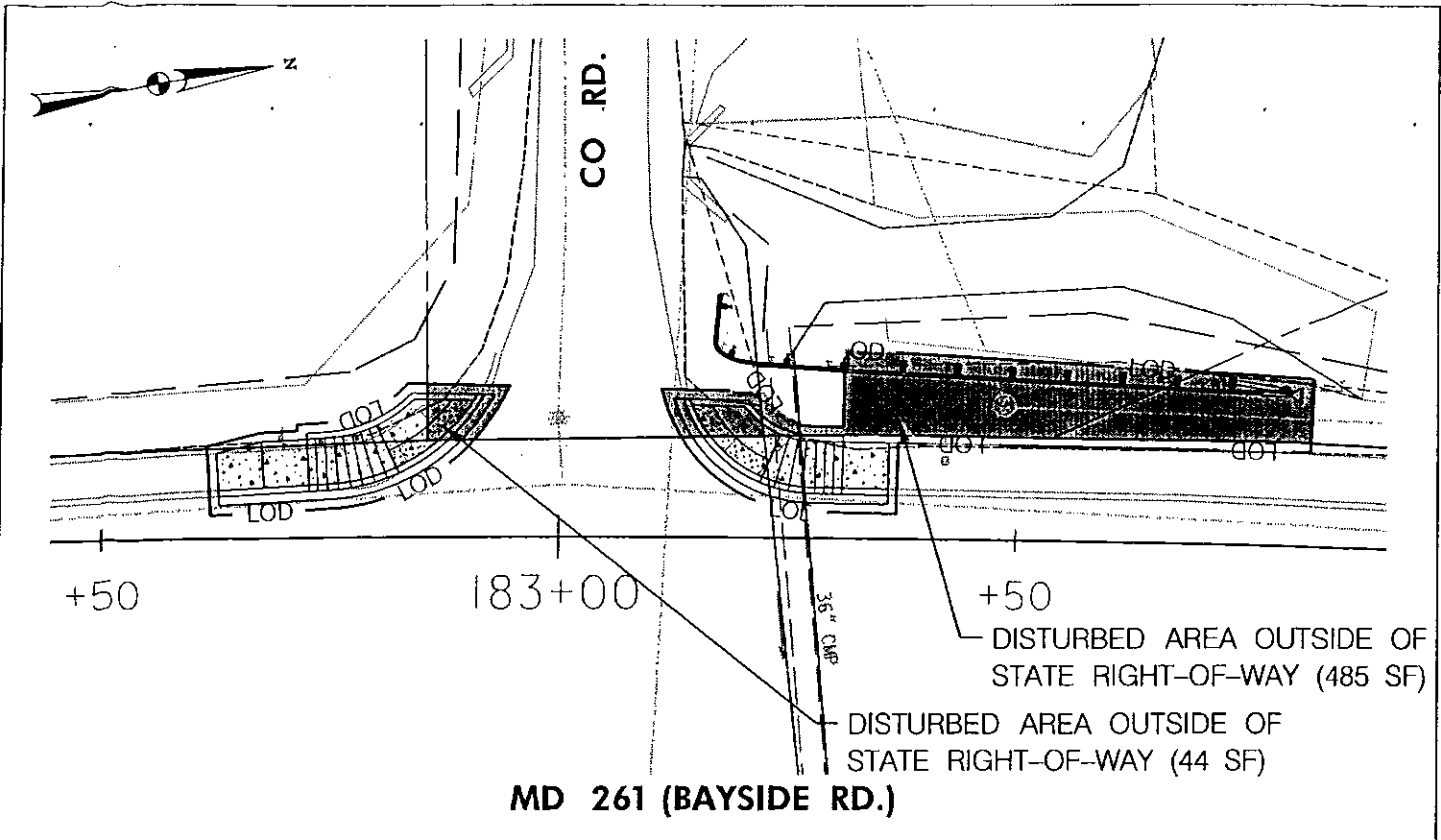
Town of Chesapeake Beach

By:  
Its:

Mailing Address:  
PO Box 400  
Chesapeake Beach, MD 20732

APPROVED FOR THE STATE HIGHWAY ADMINISTRATION, on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

by: \_\_\_\_\_ District Engineer



MAP: 0101 PARCEL: 0017
PROPERTY ADDRESS: 8550 BAYSIDE RD CHESAPEAKE BEACH 20732
OWNER ADDRESS (CORPORATE ADDRESS): PO BOX 400 CHESAPEAKE BEACH MD 20732
TOTAL DISTURBED AREA = 529 SF

NAME OF PROPERTY OWNER (PRINT): TOWN OF CHESAPEAKE BEACH

SIGNATURE: \_\_\_\_\_

- GENERAL NOTES:
1. SIDEWALK WITHIN NOTED LIMITS WILL BE RECONSTRUCTED.
  2. LIMIT OF DISTURBANCE IS ASSUMED TO BE 1'-2' FROM EDGE OF SIDEWALK.
  3. ALL DIMENSIONS AND AREAS ARE APPROXIMATE.

**PRIME AE**

PRIME AE Group, Inc.  
5521 Research Park Drive | Suite 300  
Baltimore, Maryland 21228  
P: 410 654 3790 F: 410 654 3791

SCALE: 1" = 20'

**MDT**  
MARYLAND DEPARTMENT OF TRANSPORTATION  
STATE HIGHWAY ADMINISTRATION  
707 NORTH CALVERT ST.  
BALTIMORE, MARYLAND 21202

MD 261 (BAYSIDE ROAD)  
FROM CHESAPEAKE VILLAGE ROAD  
TO FIRST STREET  
RESURFACING AND SAFETY IMPROVEMENTS  
RIGHT OF ENTRY

CONT. NO. CA5115177 DATE JAN. 2022

COUNTY CALVERT SHEET 1 OF 1

SHA 63.30-6  
Office of Real Estate  
Right-of-Way District 5  
138 Defense Hwy  
Annapolis, MD 21401

**ENTRY AGREEMENT  
WITH THE  
MARYLAND DEPARTMENT OF  
TRANSPORTATION  
STATE HIGHWAY ADMINISTRATION**

Project: CA511014568  
Termini: Chesapeake Village Boulevard to 1<sup>st</sup>  
Street  
Property: 8550 Bayside Road Chesapeake  
Beach MD 20732  
Item No.:117537

I/We, Town of Chesapeake Beach (Grantor) hereby grant permission to the Maryland Department of Transportation/State Highway Administration (MDOT SHA) (Grantee), its personnel and contractors, to enter upon our property located at 8550 Bayside Road Chesapeake Beach 20732, as referenced in Liber 111 / Folio 376 for the purpose of driveway entrance and sidewalk tie-in/reconstruction for ADA improvements during pavement reconstruction along MD 261 .

I/We clearly understand that I will not receive any payment for this work. The term of this Entry Agreement (Agreement) is limited to the time period actually necessary to perform the work described and that this Agreement will expire upon completion of the work. I/We understand that MDOT SHA will perform the work in a neat and work-man-like manner.

This Agreement shall in no way be construed as the conveyance of real property from one party to the other, nor is it to be construed as the conveyance of any rights other than the right of MDOT SHA and/or its contractor to enter that portion of the Grantor's land at 8550 Bayside Road Chesapeake Beach 20732 for the express purpose of driveway entrance and sidewalk tie-in/reconstruction for ADA improvements during pavement reconstruction along MD 261. At the termination of construction, the permission granted herein shall terminate and cease to exist.

Grantee will take all reasonable measures and exercise reasonable effort to prevent damage to Grantor's property and will instruct its contractor to do the same. In the event Grantee's contractor damages Grantor's property, Grantee will instruct its contractor to restore said property to the same or as similar a condition to the original as is possible and reasonable. Grantee requires that its contractors carry and maintain liability coverage for damage to Grantor's property, if any, due to or as a consequence of contractor's work pursuant to the contract.

It is hereby understood and agreed that all utility companies having facilities within the area covered by this Agreement are hereby given permission to move and/or adjust the facilities as may be required in connection with the proposed project.

In acknowledgement of this Agreement, I set my hands this \_\_\_\_\_ day of \_\_\_\_\_ in the year 20\_\_\_\_,

Town Of Chesapeake Beach

\_\_\_\_\_  
By:  
Its:

Mailing Address:  
P.O. Box 400  
Chesapeake Beach, MD 20732

APPROVED FOR THE STATE HIGHWAY ADMINISTRATION, on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

by: \_\_\_\_\_ District Engineer

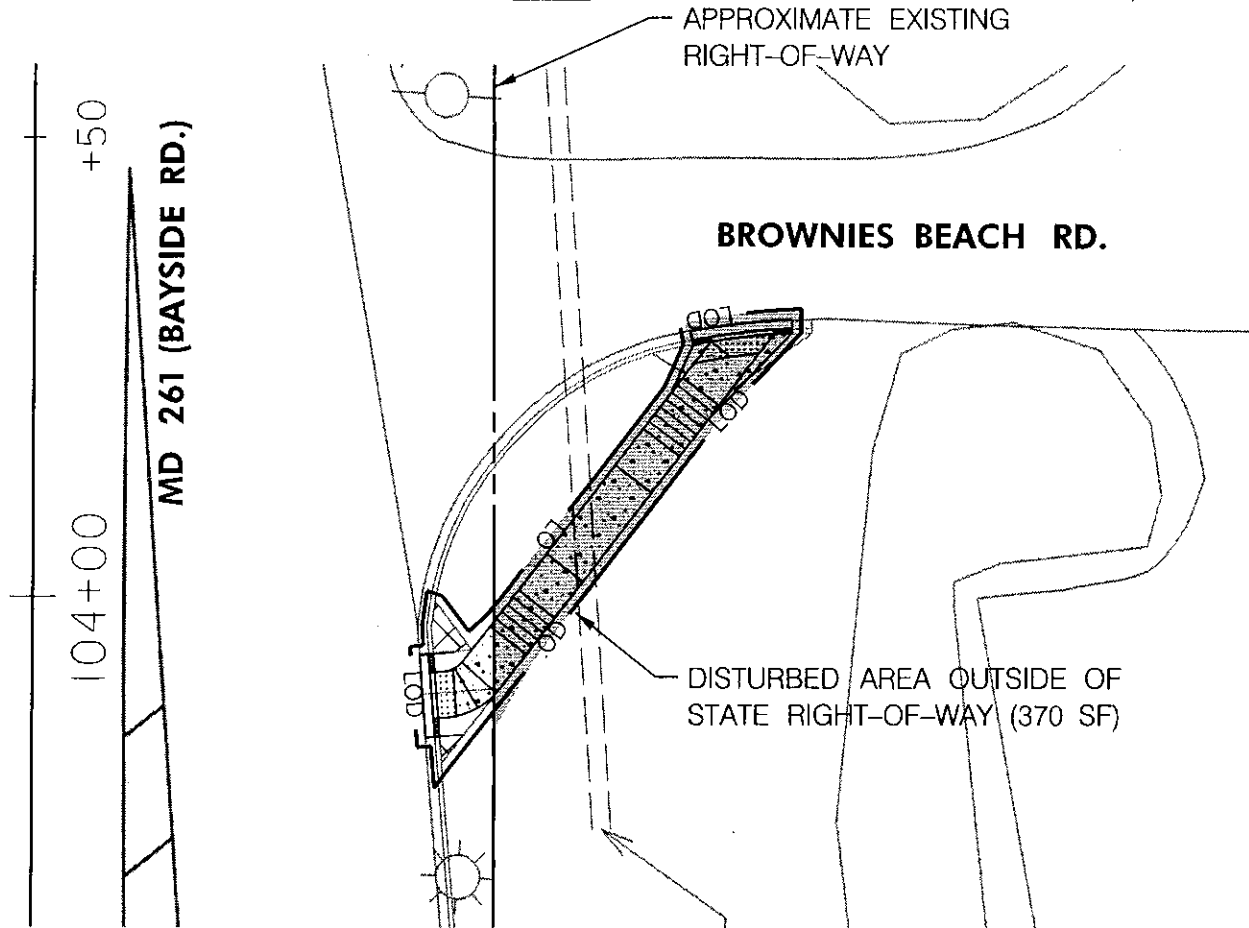


MAP: 0105  
PARCEL: 0014

PROPERTY ADDRESS:  
7255 BAYSIDE RD  
CHESAPEAKE BEACH 20732

OWNER ADDRESS (CORPORATE ADDRESS):  
PO BOX 400  
CHESAPEAKE BEACH MD 20732

TOTAL DISTURBED AREA = 370 SF



NAME OF PROPERTY OWNER (PRINT): TOWN OF CHESAPEAKE BEACH

SIGNATURE: \_\_\_\_\_

GENERAL NOTES:

1. SIDEWALK WITHIN NOTED LIMITS WILL BE RECONSTRUCTED.
2. LIMIT OF DISTURBANCE IS ASSUMED TO BE 1'-2' FROM EDGE OF SIDEWALK.
3. ALL DIMENSIONS AND AREAS ARE APPROXIMATE.

**PRIME AE**  
PRIME AE Group, Inc.  
5521 Research Park Drive | Suite 300  
Baltimore, Maryland 21228  
P: 410 654 3790 F: 410 654 3791

20' 0 20' 40'  
SCALE: 1" = 20'  
**MDOT**  
MARYLAND DEPARTMENT  
OF TRANSPORTATION  
STATE HIGHWAY  
ADMINISTRATION  
STATE OF MARYLAND  
DEPARTMENT OF TRANSPORTATION  
STATE HIGHWAY ADMINISTRATION  
707 NORTH CALVERT ST.  
BALTIMORE, MARYLAND 21202

MD 261 (BAYSIDE ROAD)  
FROM CHESAPEAKE VILLAGE ROAD  
TO FIRST STREET  
RESURFACING AND SAFETY IMPROVEMENTS  
RIGHT OF ENTRY

CONT. NO. CA5115177 DATE JAN 2022  
COUNTY CALVERT SHEET 1 OF 1