



Due to COVID-19 social distancing requirements the May Town Council meeting will be conducted virtually with public participation available.

To join the meeting via web join via <https://us02web.zoom.us/j/84742334903>. To join by phone please call (929) 205-6099 and enter **Meeting ID 847 4233 4903**. Public comment will be accepted by phone or computer audio during the public comment portion of the meeting or in writing via email to the Town Clerk, at shumm@chesapeakebeachmd.gov by 4:30 PM on March 21st. Participants will be muted upon entering the meeting and are asked to remain muted until the public comment period of the meeting. .

PUBLIC HEARING: 6:55 PM

Ordinance O-20-9, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Water Park Fund for the fiscal year July 1, 2020 to June 30, 2021.

Ordinance O-20-10, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Utility Fund for the fiscal year July 1, 2020 to June 30, 2021 and setting rates, charges, and fees related to water and sewer service by the Town.

**TOWN MEETING AGENDA
MAY 21, 2020**

- 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: Public comment will be accepted by dialing (929) 205-6099 and enter **Meeting ID 847 4233 4903**.
- V.** Approval of the minutes of the April 16, 2020 Public Hearings.



Approval of the minutes of the April 16, 2020 Town Council Meeting.

Approval of the minutes of the May 11, 2020 Work Session.

VI. Petitions and Communications

- A. Town Administrator's Report
- B. Public Works Administrators Report
- C. Water Reclamation Treatment Plant Report
- D. Code Enforcement Report
- E. Town Treasurer's Report
- F. Town Engineer's Report
- G. Deputy's Report
- H. North Beach Volunteer Fire Department
- I. Mayor's Report

VII. Resolutions & Ordinances

- A. Vote to remove from the table Ordinance O-20-7, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Water Reclamation Treatment Plant of the Town of Chesapeake Beach for the fiscal year July 1, 2020 to June 30, 2021.
- B. Vote on Ordinance O-20-7, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Water Reclamation Treatment Plant of the Town of Chesapeake Beach for the fiscal year July 1, 2020 to June 30, 2021.



- C. Vote on Ordinance O-20-9, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Water Park Fund for the fiscal year July 1, 2020 to June 30, 2021.
- D. Vote on Ordinance O-20-10, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Utility Fund for the fiscal year July 1, 2020 to June 30, 2021 and setting rates, charges, and fees related to water and sewer service by the Town.

VIII. Report of Officers, Boards and Committees

- A. Planning & Zoning Commission – No meeting was held.
- B. Board of Appeals – No hearing held.
- C. Economic Development Committee – Larry Jaworski
- D. Twin Beaches Opioid Abuse Awareness Coalition – Keith Pardieck
- E. Walkable Community Advisory Group – Derek Favret

IX. Unfinished Business

X. New Business

1. Town Council to award a contract to Windmill Farms for Light up the Town installation for a five (5) year term for a total five (5) year amount of \$264,750.
2. Town Council to award a contract to Wires Inc. for the Light up the Town display electrical connection contract for a five (5) year term for a total five (5) year amount of \$76,050.



XI. Public Comment:

NOTE: Public comment will be accepted by dialing **(929)205-6099** and enter **Meeting ID 847 4233 4903**.

XII. Council Lightning Round

XIII. Closed Session A motion to close the regular meeting under the Statutory Authority of the Md. Annotated Code, pursuant to General Provisions Article, §3-305(b), subsection (7) to consult with counsel to obtain legal advice pertaining to Town assets.

XIV. Adjournment

PUBLIC HEARING MINUTES
April 16, 2020

Patrick J. Mahoney, Mayor, called the public hearing to order at 6:50 p.m. In attendance remotely were: Dr. Valerie L. Beaudin, Derek J. Favret, L. Charles Fink, Lawrence P. Jaworski, Gregory J. Morris, and Keith L. Pardieck, Council Members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Dale Clark, Town Treasurer, Todd Pounds, Town Attorney, James Berry, Public Works Manager, Connie O'Dell, Code Enforcement Officer, Wayne Newton, Acting Town Engineer, Marilyn VanWagner, Water Park General Manager, Jon Castro, WRTP Manager, and Lieutenant Naughton.

The Mayor opened the public hearing and read into the record Ordinance O-20-6.

Ordinance O-20-6, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the General Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2020 to June 30, 2021 and setting municipal tax rates.

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

The Mayor opened the public hearing and read into the record Ordinance O-20-7.

Ordinance O-20-7, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting 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.

The Mayor stated he is requesting the Town Council consider tabling this ordinance until the May 21st Town Council meeting due to issues needing to be addressed with the Plant's Partners. This will be discussed at the May work session as well.

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

The Mayor opened the public hearing and read into the record Ordinance O-20-8.

Ordinance O-20-8, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Mitigation Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2020 to June 30, 2021.

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

There being no further comments, the hearing was adjourned at 6:55 p.m. on a motion by Councilman Jaworski. Seconded by Councilman Favret, all in favor.

Submitted by,

Sharon L. Humm
Town Clerk

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

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

The Mayor welcomed to the meeting the new Town Attorney, Todd Pounds, and Wayne Newton, Acting Town Engineer.

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

The Mayor asked for a moment of silence for retired Prince George’s County Police Officer, Jerry Manley, who passed away at CalvertHealth Medical Center from the COVID-19.

- III. Approve the Agenda.**

MOTION: Councilman Fink moved to approve the agenda.
Seconded by Councilman Pardieck, all in favor.

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

- V. Approval of the minutes of the March 19, 2020 Town Council meeting.**

MOTION: Councilman Fink moved to approve the minutes of the March 19, 2020 Town Council meeting. Seconded by Councilman Pardieck, all in favor.

- Approval of the minutes of the April 6, 2020 Informational Work Session.**

MOTION: Councilman Fink moved to approve the minutes of the April 6, 2020 Informational Work Session. Seconded by Councilman Pardieck, all in favor.

- VI. Petitions and Communications –**

- A. Town Administrator’s Report – Mrs. Wahl reported that the Town is doing a great job on the Census with a 59.1% response rate. Mrs. Wahl briefed the Council on the status of the Safe Routes to School.
- B. Town Treasurer’s Report – No report submitted.

- C. Public Works Report – Councilman Morris requested a copy of the Kellam’s Field topography study once completed.
- D. Town Engineer Report – Mr. Newton briefed the Council on the limits of town maintenance responsibility of the constructed facilities serving the Rod N Reel property.
- E. Deputy’s Report – Lt. Naughton briefed the Council on the number of patrol checks, disorderly calls, and the stolen vehicle.
- F. Mayor’ Report -The Mayor took the opportunity to deliver some good news amid the COVID-19, reporting the Calvert County BOC approved the tax differential for the Town for FY21 and the Town will soon receive the executed deed for ownership of the Kellams Complex property. On another note, the Mayor received a progress report from Senator Miller on a grant he has been working on for the Town, and anticipating approval, the Council will pass the General Fund budget which includes a tax rate decrease, making it the fourth year in row. The Mayor thanked the citizens for staying safe by social distancing, washing hands, and wearing face coverings and thanked the entire town staff along with the Town Council, for what they are doing to support this Administration.

VII. Resolutions & Ordinances:

- A. Vote on Ordinance O-20-6, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the General Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2020 to June 30, 2021 and setting municipal tax rates.

MOTION: Councilman Fink move to approve Ordinance O-20-6. Seconded by Councilman Pardieck, all in favor.

- B. Vote on Ordinance O-20-7, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Water Reclamation Treatment Plant of the Town of Chesapeake Beach for the fiscal year July 1, 2020 to June 30, 2021.

MOTION: Councilman Jaworski moved to table Ordinance O-20-7 until the May 21, 2020 Town Council meeting. Seconded by Councilman Pardieck, all in favor.

- C. Vote on Ordinance O-20-8, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Mitigation Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2020 to June 30, 2021.

MOTION: Councilman Fink moved to approve Ordinance O-20-8. Seconded by Councilman Pardieck, all in favor.

- D. Introduce Ordinance O-20-9, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Water Park for the fiscal year July 1, 2020 to June 30, 2021. **A public hearing will be held at the May 21, 2020 Town Council meeting beginning at 6:55 pm.**

- E. Introduce Ordinance O-2-10, an ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Utility Fund for the fiscal year July 1, 2020 to June 30, 2021 and setting rates, charges, and fees related to water and sewer service by the Town. **A public hearing will be held at the May 21, 2020 Town Council meeting beginning at 6:57 pm.**

VIII. Report of Officers, Boards and Committees:

- A. **Planning & Zoning Commission** – No report.
- B. **Board of Appeals** – No hearing held.
- C. **Chesapeake Beach Oyster Cultivation Society** -
- D. **Economic Development Committee** – Councilman Jaworski stated, with so much information circulating around, wanted to let the residents and businesses know that up to date information can be found on the Town’s website and the Calvert County website. The Calvert County Economic Development Committee has organized a number of meetings to discuss getting financial assistance to our businesses. Another website called the Maryland Business Relief Wizard provides assistance in researching for Federal and State assistance programs. Other information circulating is the requirement to shop on certain days. While it is encouraged, it is not required, but a face covering to go into public places will be mandatory.
- E. **Twin Beaches Opioid Abuse Awareness Coalition** – Councilman Pardieck reported there have been 17 non-fatal opioid overdoses in the county since January and four (4) fatal. For those who are struggling with addiction, the Calvert County Behavioral Health Department offers help through its Recovery Rapid Response program any day from 7 am to 11 pm, just call 1-877-467-5682.
- F. **Walkable Community Advisory Group** – Councilman Favret reported he and Mrs. Wahl conducted a telephone meeting with the Planning Firm last week to get an update on the current status of things. Also discussed were plans to hold a meeting with the work group and how to go about soliciting for public input.

IX. Unfinished Business: None

X. New Business:

The Mayor took the opportunity to wish Councilman Jaworski a Happy Birthday! Also wished a Happy Birthday to Mrs. Wahl whom shares the same birth date as his wife.

- 1. Council to approve the purchase of a Bobcat Skid Loader from Metro Bobcat in the amount of \$43,544.34.

MOTION: Councilman Fink moved to approve the purchase of a Bobcat Skid Loader from Metro Bobcat. Seconded by Councilman Pardieck, all in favor.

2. Council to award a three (3) year contract, with a one (1) year option to renew, to Barbacane Thorton for audit services in the annual amount of \$23,000 and \$3,000 for a single audit.

MOTION: Councilman Fink moved to award a three (3) year contract with a one (1) year option to renew, to Barbacane Thorton for audit services. Seconded by Councilman Pardieck, all in favor.

3. Council to award a contract for rental inspection services to American Property Consultants, Inc. for one (1) year, with two (2) one (1) year options to renew.

MOTION: Councilman Fink moved to award a one (1) year contract, with two (2) one (1) year options to renew for rental inspection services to American Property Consultants, Inc. Seconded by Councilman Pardieck, all in favor.

XI. Public comment was received by:

1. The Town Clerk read into record a public comment from Lee Osberry of the 2020 Census.
2. Mrs. O'Dell took the opportunity to thank everyone for their thoughts, prayers, kind words, and flowers during the loss of her mother.

The Mayor at this time asked for a moment of silence for Mrs. O'Dell's mother.

XII. Council Lightning Round:

1. Dr. Beaudin commented this is a stressful time for our high school seniors, and for anyone interested, you can "adopt a senior" from Northern High School. For more information go to their website or Facebook and sign up. Take proper precautions and take care of yourself.
2. Mr. Fink encouraged everyone to check in on your neighbors during these times. Mr. Fink shared an anecdote concerning one of his neighbors, commenting on just how a ten minute talk can lift one's spirit. Mr. Fink mentioned that he attended a virtual meeting on the library. The committee is looking for community feedback. They will be holding two meetings on April 22nd, one at 2 pm, and another at 7 pm. If interested, you can find more information on the Town's website or the Calvert County Library site. He encourages all to get involved.
3. Mr. Jaworski thanked everyone for congratulations on passing the climate change professional class, the birthday wishes, and encouraged everyone to support our local businesses as much as possible, stay safe, and stay healthy.
4. Mr. Morris stated the Town is doing a great job with the census as was mentioned earlier, but encourages those that haven't to please do so. Stay safe, follow the guidelines that have been set, and working together we will all get through this crisis.
5. Mr. Pardieck echoed comments for all to stay safe, well, and sane during these times.

6. Mr. Favret wanted to thank Mrs. Wahl, Mr. Clark, and the Town managers for the efforts put forth in putting these budgets together, and once again this year, job well done. As mentioned previously, we need to continue with following the guidelines put in place knowing that we will need to ease back into things. He looks forward to seeing everybody back in Town Hall.

XIII. Adjournment:

There being no further business, the meeting adjourned at 7:39 p.m. 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
May 11, 2020**

I. Patrick J. Mahoney, Mayor, called the meeting to order at 6:00 p.m. In attendance remotely were: Dr. Valerie Beaudin, Derek J. Favret, L. Charles Fink, Lawrence P. Jaworski, Gregory J. Morris, and Keith L. Pardieck, Council Members, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Dale Clark, Town Treasurer, James Berry, Public Works Manager, Connie O’Dell, Utility Billing Administrator, and Jon Castro, WRTP Manager.

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

The Mayor wished all the mothers a Happy Mother’s Day.

III. Informational Discussion on the following items:

1. **Referendum Ordinance** – The Mayor stated the Council discussed this in a previous work session. The Mayor presented to the Council two referendum questions for discussion and consideration. The questions are in regards to awarding licenses for 1) full casino gaming, and 2) sports betting. The Council was in agreement to the questions with the recommendation that the word “additional” be removed from the question regarding full casino gaming and the word “only” be removed from the question regarding sports betting. The Mayor stated he would work with the Town Attorney regarding verbiage.
2. **Light up the Town Installation and Electrical Connection RFP** – Mrs. Wahl reported an RFP was released for both display installation and electrical connection. A mandatory pre-bid was held with only two contractors in attendance and sealed proposals were received. One proposal submitted by Windmill Farms for installation was received, and one proposal submitted by Wires, Inc for electrical connection was received, both for a three (3) year, and a five (5) year lump sum with a breakdown per year. Mrs. Wahl addressed the Council’s questions and stated this is a covered item in the budget. In regards to cost savings, it is being recommended the Town initiate 5 year contracts with both contractors.
3. **FY21 WRTP budget amendment**- Mr. Clark and Mrs. Wahl addressed the WRTP budget amendment being presented to Council for consideration. A meeting was held with the Plant’s Partners with a recommendation to spread the cost for the filter enclosure project over two years. The capital expenditures would be reduced from \$939K to \$250K which would only cover the structure and engineering cost and the remaining \$689K would be built into FY22. Mr. Clark presented the Exhibit A with the proposed line item changes needed. Mr. Clark addressed questions from the Council. The Town awaits approval from MDE on the two years. It was noted that the Town has applied for a grant for this project.

4. **FY21 Utility Fund budget amendment-** Based on the proposed amendment to the WRTP budget, the Utility Fund budget would also need to be amended. Mr. Clark stated the new capital expenditure cost for the Town of \$135,372 would be added in the fixed cost under Expenses and said amount added under Revenues-Other in the Unallocated reserves from UF MLGIP line item. It was noted that the Town still anticipates paying off the bond.

IV. Council Lightning Round –

1. Mr. Favret wanted to thank everyone that was involved in finding the mutual solution to keep pedestrian access available for the south side residents and also supports increasing our other opportunities in Town when the time is right.
2. Mr. Pardieck thanked Holly and Fran for their assistance with the Sandhill Crane situation. Also, with the State receiving COVID-19 relief money, was inquiring as to whether the County and/or Town would receive any of that relief money.
3. Mr. Morris wanted to express thanks to everyone for being patient during this difficult time and hopes to see everyone soon. Hang in there!
4. Mr. Jaworski wanted to thank Holly and the Town staff for doing a great job during this time and reported for those that had not heard, that North Beach Mayor Mike Benton decided to have a limited re-opening of the town with the Boardwalk, Sunrise Gardens and Overlook Park.
5. Mr. Fink wanted to share an anecdote that happened to him the other day. With the state of mind of some during this time, he was riding his bike and encountered the wrath of an angry motorist. He wanted to say be patient, safe, and share the road!
6. Dr. Beaudin wanted to express her thanks also to the Town staff, Mayor and Council. She looks forward to when the Town will be able to open up the Railway Trail in some capacity. On another note, her thoughts go out to the seniors, who during this time, will be missing out on their prom, walking the stage, and so much more. Dr. Beaudin looks to discuss the water park situation soon.

V. Adjournment:

The meeting adjourned at 7:08 p.m. on a motion by Councilman Fink. Seconded by Councilman Pardieck, all in favor.

Submitted by,

Sharon L. Humm
Town Clerk



Town Administrators Report – May 2020

- I. **STARS AND STRIPES:** The Town will hold a Stars and Stripes Virtual Memorial Day ceremony at 10:00 AM. The ceremony will include a special unveiling from Mayor Pat Mahoney, a message from George W. Owings III, Secretary of Maryland Department of Veteran Affairs along with musical performances as we take the day to remember those who lost their lives in the service of our Country. You can connect to view through our Town [YouTube Channel](#) or our [Town website](#), the ceremony will be recorded and available for view anytime.

- II. **COVID-19:** The Town continues to provide updates through the [COVID-19 portal](#), on the Town website, to keep residents informed. A page for businesses has also been established under “Businesses” COVID-19 Resources to share information received to support local businesses.

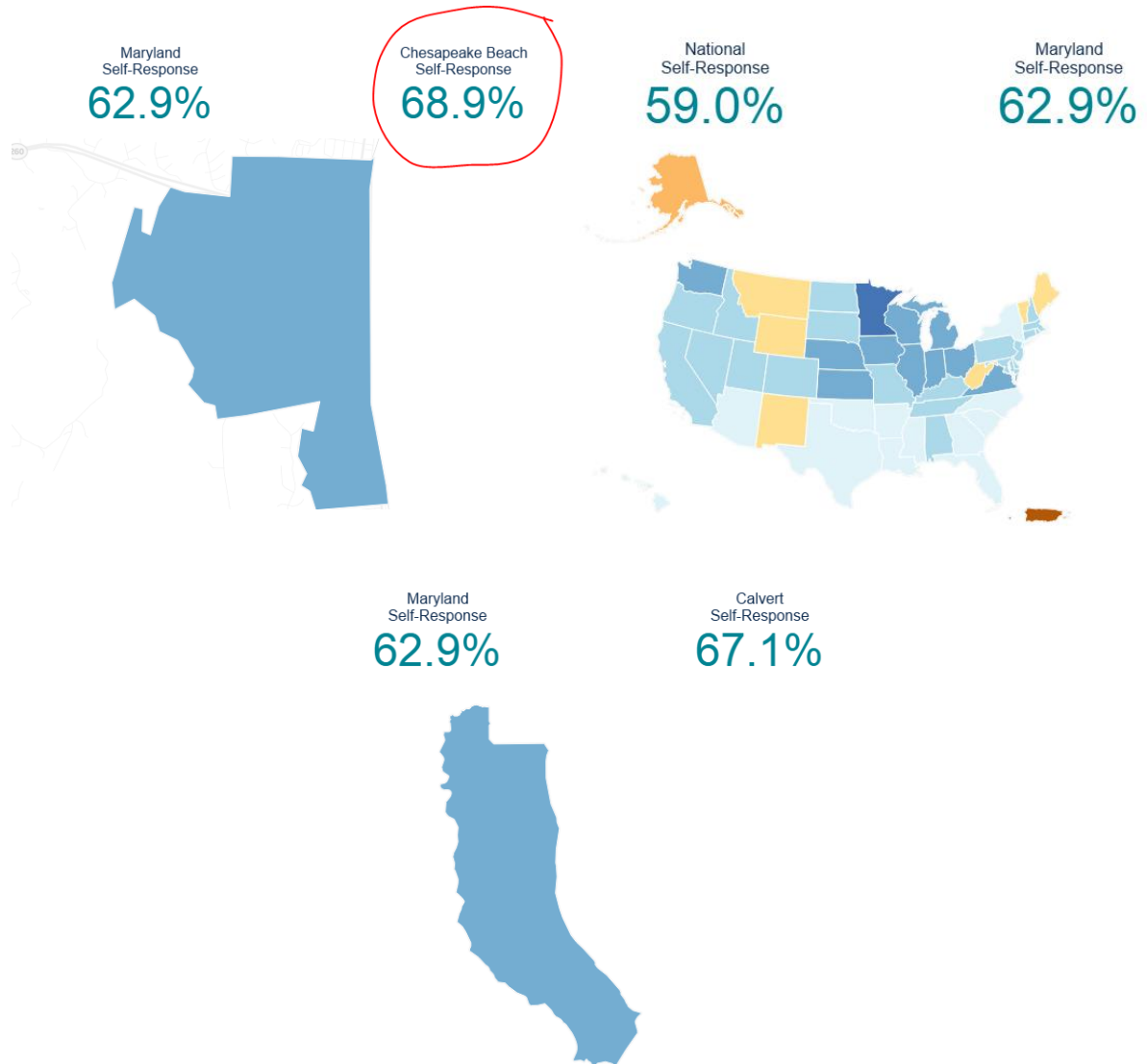
- III. **COVID-19 OPERATIONAL IMPACTS:**
 - a) **Water Park:** The Chesapeake Beach Water Park will not be opened during its normally scheduled Memorial Day weekend opening. The Town continues to work with the Maryland Health Department and Calvert County Health Department and are preparing for either a shortened season or the elimination of the 2020 season.
 - b) **Bayfront Park aka Brownies Beach:** All beach access to Bayfront Park remains closed until further notice.

- IV. **VIRTUAL TOWN HALL:** Due to COVID-19 all meetings of the Mayor and Town Council that have been conducted virtually are available via the Town [You Tube Channel](#), also linked on the Town website. Public participation continues to be available via web and dial in. If any resident has questions about this access, please call Town Hall at (410)257-2230 and select Option #2 to connect with the Town Administrator.

- V. **CENSUS 2020: Thank you Chesapeake Beach for making sure your counted in the Census 2020.** As of May 12, 2020, Chesapeake Beach’s self-response rate is higher than the National response rate, the States response rate and we are leading Calvert County’s response rate. Remember to keep the confirmation you received for submitting your Census for the chance to win a water park beach bag, beach towel, sunblock and promotional water park passes. Follow the report yourself [here](#), and stay tuned for a friendly competition between Mayor Benton and Mayor Mahoney.



Town Administrators Report – May 2020



VI. UPCOMING REQUESTS FOR PROPOSALS:

Water Reclamation Treatment Plant: The Town expects to release an RFP for FY20 budgeted Catwalk to remove an abandoned 8” pipe from wet well.

VII. TOWN PERMITS:

Permits Granted:

There have been 0 permits granted since the last report.



Public Works Administrator's Report

To: Mayor & Town Council

From: James Berry

Subject: Public Works Report

Date: May 21, 2020

Water leak- We had 2 water main breaks, One in Richfield Station and One on Harbor road. I am currently researching why there is current present in these water lines.

Wet wells- We have pulled several pumps at our many different wet wells due to people flushing materials that are not meant for sanitary sewer despite what the label says. This trend has slowed in the last 2 weeks though.

Water meter/MXU- We will focus on outside meters and MXU's at this time and do not plan to enter houses. We will continue to work on change outs when possible.

Flushing- Flushing is complete the next round is scheduled for June.

Ball fields – The North end storm water replacement is complete. The South side is next on the schedule.

Railway Trail – The trail is shut down and off limits. Please follow the signs. We are working on cleaning up and cutting grass on the trail to be ready if it opens.

Water park – We have built and installed 5 new picnic tables for the pavilions outside the park. We are not helping the water park technician at this time.

The Heritage – Phase one water and sewer is complete. The base pavement has been installed and houses will be built soon.

Emergency calls – We have had 9 emergency calls since our last meeting. 4 requiring a response. 2 for a water main break, and 2 for sewer backups on the homeowner's side.



To: Mayor & Town Council

From: Jon Castro

Subject: Water Reclamation Plant Report

Date: May 14, 2020

The Water Reclamation Plant has implemented new COVID-19 operations following all Federal, State, County, and Town's Mayor and Council Guidelines to control the spread of the virus. All safety protocols were reviewed, and changes were made to current SOP's to operators' procedures in handling daily operations at the Plant. All safety gear will be worn and continuing cleaning of everything will be done daily. The inventory of Safety supplies, Janitorial supplies and Office supplies, Chemicals, Lab supplies, Diesel fuel for Generator, Maintenance supplies and spare parts for Equipment and repairs were set up for a 6 months' supply. The staff began a new rotation shift on April 6th. Two employee crews will alternate each week along with two supervisors alternating each week. The supervisors will use a rotation of every other week. This will help to limit exposure and maintain good health of staff. All normal plant operations will remain the same until further notice. Security procedures were enhanced to monitor all entry into the plant and record all deliveries or scheduled work. Contingency Plans are set up as changes occur for control of COVID-19.

The staff completed the EPA and MDE required DMRQA-Study 40 on May 6th. All test results were sent into participating Control Labs and are waiting for results. The test results will be forwarded to the EPA and MDE.

There were no PO's costs over \$5,000.00 but not over the threshold limit of \$10,000.00 for budget purchases this month.

Plant Staff used the surge tank on two occasions this month. Both occasions were due to rain.

There were two alarm calls this month. One was on April 11th for Filter Abort failure. Filters were reset and put back online. On April 30th there was an alarm for the RAS pump failure. RAS pump was primed and put back online.

There were no incidents to report in the plant's Solids and Handling Operation. The Lab Sampling Operation will have to change its method of Fecal Testing due to the present method used at the plant will become not accepted in June. The Fecal testing will be sent out to a lab until plant staff can find a new approved method. Old Line Inc. was sold to Synagro in May of 2019. A new contract was signed with Old Line/Synagro in August 2019 after rebidding the Solids Hauling Contract in June 2019.

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

Future Projects:



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

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

(410) 257-2230



Code Enforcement Summary Report

Report Criteria:

<i>Status</i>	<i>Assigned To</i>	<i>Census Tract</i>	<i>Violation</i>	<i>Initiation</i>	<i>Open Date Range</i>	<i>Follow up Date Range</i>	<i>Close Date Range</i>
All Open	O'Dell, Connie		All	All	From To	From To	From To

CE Totals

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

CE Cases by Employee

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

CE Cases by Violation

<i>Violation</i>	<i>Total Violations</i>	<i>Closed Violations</i>	<i>Open Violations</i>
110-15: Steep Slope Construction on or Adjacent to	1	0	1
115-3 Dangerous Buildings - Failure to Comply	3	0	3
200-6 Violations and penalties for Property Maintenance	2	0	2
Fence Over 42"	0	0	0
Foreclosure	2	1	1
Global Stability Analysis/Storm Drain/Stormwater Mgmt Plan Required	1	0	1

Minimum Housing Standards - Broken or Defective Windows and Door Openings	0	0	0
Minimum Housing Standards - Condition of the Premises A (3)	1	0	1
Minimum Housing Standards - Exterior Structure B (1)	1	0	1
Minimum Housing Standards - Exterior Structure B (2)	2	0	2
Minimum Housing Standards - Exterior Structure B (3)	1	0	1
Minimum Housing Standards - Exterior Structure B (5)	1	0	1
Minimum Housing Standards - Exterior Structure B (9)	1	0	1
Operating a licensed recreational vehicle on public highways	0	0	0
Operating a RV on private property	2	0	2
Operating an unlicensed recreational vehicle on public highways	0	0	0
Operating Restrictions of Recreation Vehicles	2	0	2
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	1	0	1
Property Maintenance - Minimum Maintenance Requirements	2	0	2
Property Maintenance - Minimum Maintenance Requirements (B)	2	0	2
Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris	8	0	8
Property Maintenance - Sanitary Maintenance - Grass	3	0	3
Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard	1	0	1
Property Maintenance - Sanitary Maintenance - Rodents	0	0	0
Property Maintenance - Sanitary Maintenance - Vehicles	6	2	4
Sanitary Maintenance	3	0	3
Sewer is Backed Up	0	0	0
Sewer/Water Manual Violation	0	0	0
Sign Ordinance	1	0	1
Waste/Sewer Back Up	0	0	0
Zoning Permit Required	4	1	3

Totals	51	4	47
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Code Enforcement Summary Report

Report Criteria:

Status	Assigned To	Census Tract	Violation	Initiation	Open Date Range	Follow up Date Range	Close Date Range
All Closed	O'Dell, Connie		All	All	From To	From To	From 04/09/2020 To 05/14/2020

CE Totals

	Total	Closed Cases	Open Cases
Totals	10	10	0

CE Cases by Employee

Employee	Total	Closed Cases	Open Cases
O'Dell, Connie	10	10	0
Totals	10	10	0

CE Cases by Violation

Violation	Total Violations	Closed Violations	Open Violations
110-15: Steep Slope Construction on or Adjacent to	0	0	0
115-3 Dangerous Buildings - Failure to Comply	0	0	0
200-6 Violations and penalties for Property Maintenance	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

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
Operating a licensed recreational vehicle on public highways	0	0	0
Operating a RV on private property	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	0	0	0
Prohibited Parking	2	2	0
Property Maintenance - Minimum Maintenance Requirements	1	1	0
Property Maintenance - Minimum Maintenance Requirements (B)	0	0	0
Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris	2	2	0
Property Maintenance - Sanitary Maintenance - Grass	3	3	0
Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard	1	1	0
Property Maintenance - Sanitary Maintenance - Rodents	0	0	0
Property Maintenance - Sanitary Maintenance - Vehicles	1	1	0
Sanitary Maintenance	0	0	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 Permit Required	0	0	0

Totals	10	10	0
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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 04/09/2020 To 05/14/2020	

Report Details

Case#	eFM Case#	Status	Violation(s)	Priority	Street Number	Street Direction	Street Name	Street Type	Unit	Zip	APN	Initiation	Open Date	Follow Up Date	Assigned To
CE20-26		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Grass - Closed	Medium	8319		BAYSIDE Rd			20732	0503043207	Self-Initiated	04/30/2020	05/13/2020	O'Dell, Connie
CE20-25		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Grass - Closed	Medium	4010		28TH St			20732	0503042987	Self-Initiated	04/30/2020	05/13/2020	O'Dell, Connie
CE20-24		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Grass - Closed	Medium	8323		BAYSIDE Rd			20732	0503043258	Self-Initiated	04/30/2020	05/13/2020	O'Dell, Connie
CE20-21		Closed: Unfounded	Prohibited Parking - Closed	Medium	3444		HILL GAIL Dr			20732		Complaint	04/22/2020		O'Dell, Connie
CE20-18		Closed: Voluntary Compliance	Prohibited Parking - Closed	Medium	3676		Middle Ground Ct			20732		Complaint	04/02/2020	04/22/2020	O'Dell, Connie
CE20-17		Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance -	Medium	8156		DEER CHASE			20732	0503169073	Complaint	02/26/2020	04/22/2020	O'Dell, Connie

Nuisance, Health or Fire Hazard - Closed													
CE20-16	Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Closed	Medium	3709	28TH	St	20732	0503043967	Complaint	02/25/2020	05/13/2020	O'Dell, Connie	
CE20-13	Closed: Voluntary Compliance	Property Maintenance - Minimum Maintenance Requirements - Closed	Medium	8206	E	St	20732	0503046702	Self-Initiated	02/19/2020	05/13/2020	O'Dell, Connie	
CE20-9	Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Vehicles - Closed	Medium	7975	EAGLE VIEW	Dr	20732		Self-Initiated	02/12/2020	04/22/2020	O'Dell, Connie	
CE20-7	Closed: Voluntary Compliance	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Closed	Medium	3210	COX	Rd	20732	0503096327	Complaint	01/31/2020	05/05/2020	O'Dell, Connie	

Number of Cases: 10



Code Enforcement Case Detail Report

Report Criteria:

<u>Status</u>	<u>Priority</u>	<u>Violation Status</u>	<u>Assigned To</u>	<u>Violation</u>	<u>Property Type</u>	<u>CDBG Eligibility</u>	<u>Open Date Range</u>	<u>Follow up Date Range</u>	<u>Close Date Range</u>	<u>Initiation Type</u>
All Open	All	All	All	All	All	All	From To	From To	From To	

Report Details

<u>Case#</u>	<u>eFM Case#</u>	<u>Status</u>	<u>Violation(s)</u>	<u>Priority</u>	<u>Street Number</u>	<u>Street Direction</u>	<u>Street Name</u>	<u>Street Type</u>	<u>Unit</u>	<u>Zip</u>	<u>APN</u>	<u>Initiation</u>	<u>Open Date</u>	<u>Follow Up Date</u>	<u>Assigned To</u>
CE20-31		Complaint Filed	Property Maintenance - Sanitary Maintenance - Grass - Open	Medium	3910		18TH	St		20732	0503070255	Self-Initiated	05/14/2020	05/27/2020	O'Dell, Connie
CE20-30		Complaint Filed	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	7984		DELORES	Ct		20732	0503164241	Complaint	05/12/2020	05/26/2020	O'Dell, Connie
CE20-29		Verbal Warning Given	Prohibited Parking - Open	Medium	7536		C	St		20732	0503069559	Complaint	05/11/2020	05/22/2020	O'Dell, Connie
CE20-28		Verbal Warning Given	Zoning Permit Required - Open	Medium	4011		27TH	St		20732	0503042464	Self-Initiated	05/05/2020	05/28/2020	O'Dell, Connie
CE20-27		Verbal Warning Given	Zoning Permit Required - Open	Medium	4006		27TH	St		20732	0503043436	Self-Initiated	05/05/2020	05/27/2020	O'Dell, Connie
CE20-23		Verbal Warning Given	Property Maintenance - Sanitary Maintenance - Vehicles - Open	Medium	3801		13TH	St		20732	0503067009	Complaint	04/28/2020	05/27/2020	O'Dell, Connie

CE20-22	Verbal Warning Given	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	2310		Forest Ridge		20732		Self-Initiated	04/22/2020	05/27/2020	O'Dell, Connie
CE20-20	Notice of Violation Given	Operating a RV on private property - Open Operating Restrictions of Recreation Vehicles - Open	Medium	8960		ST ANDREWS	Dr	20732	0503130061	Complaint	04/17/2020	05/27/2020	O'Dell, Connie
CE20-19	Notice of Violation Given	Operating a RV on private property - Open Operating Restrictions of Recreation Vehicles - Open	Medium	8945		ST ANDREWS	Dr	20732	0503130231	Complaint	04/17/2020	05/27/2020	O'Dell, Connie
CE20-15	Verbal Warning Given	Property Maintenance - Minimum Maintenance Requirements - Open	Medium	8142		WOODLAND		20732	0503161137	Self-Initiated	02/20/2020	05/27/2020	O'Dell, Connie
CE20-14	Verbal Warning Given	Zoning Permit Required - Open	Medium	3915		16TH	St	20732	0503084795	Complaint	02/19/2020	05/20/2020	O'Dell, Connie
CE20-12	Verbal Warning Given	Property Maintenance - Sanitary Maintenance - Vehicles - Open	Medium	3925		GORDON STINNETT	Ave	20732		Self-Initiated	02/12/2020	05/27/2020	O'Dell, Connie
CE20-11	Verbal Warning Given	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	3325	E	CHESAPEAKE BEACH	Rd	20732	0503005402	Self-Initiated	02/12/2020	05/27/2020	O'Dell, Connie
CE20-10	Verbal Warning Given	Property Maintenance - Sanitary Maintenance - Vehicles - Open	Medium	8240		HARRISON	Blvd	20732	0503165183	Self-Initiated	02/12/2020	05/27/2020	O'Dell, Connie
CE20-5	Notice of Violation	Sanitary Maintenance -	High	8072		WINDWARD KEY	Dr	20732	0503125688	Complaint	01/21/2020	06/04/2020	O'Dell, Connie

	Given	Open										
CE19-96	Notice of Violation Given	Minimum Housing Standards - Exterior Structure B (2) - Open	Medium	3398	COX	Rd	20732	0503090965	Self-Initiated	11/20/2019	05/27/2020	O'Dell, Connie
CE19-92	Verbal Warning Given	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	7403	B	St	20732	0503049019	Complaint	11/14/2019	05/27/2020	O'Dell, Connie
CE19-91	Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Vehicles - Closed Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open Sanitary Maintenance - Open Property Maintenance - Minimum Maintenance Requirements - Open	Medium	7524	C	St	20732	0503070557	Self-Initiated	11/14/2019	05/27/2020	O'Dell, Connie
CE19-74	Inspection	Foreclosure - Open Property Maintenance - Sanitary Maintenance - Vehicles - Closed	Medium	7331	WOODSHIRE	Ave	20732	0503064727	Self-Initiated	09/12/2019	05/27/2020	O'Dell, Connie
CE19-72	Inspection	Property Maintenance - Sanitary Maintenance - Grass - Open Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open	Medium	7626	C	St	20732	0503067939	Complaint	09/04/2019	05/27/2020	O'Dell, Connie

CE19-68	Inspection	Property Maintenance - Sanitary Maintenance - Garbage, Trash & Debris - Open Sanitary Maintenance - Open	Medium	3915	27TH	St	20732	0503047873	Self-Initiated	08/22/2019	05/29/2020	O'Dell, Connie
CE19-67	Notice of Violation Given	Sign Ordinance - Open	Medium	4160	MEARS	Ave	20732	0503085635	Self-Initiated	08/21/2019	06/04/2020	O'Dell, Connie
CE19-23	Administrative Citation Issued	110-15: Steep Slope Construction on or Adjacent to - Open	Medium		Delores	Ct	20732		Complaint	04/10/2019	06/04/2020	O'Dell, Connie
CE19-17	Notice of Violation Given	Zoning Permit Required - Closed Global Stability Analysis/Storm Drain/Stormwater Mgmt Plan Required - Open	High	7340	G	St	20732	0503095037	Complaint	03/22/2019	06/04/2020	O'Dell, Connie
CE18-76	Inspection	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	05/27/2020	O'Dell, Connie
CE18-30	Inspection	200-6 Violations and penalties for Property Maintenance - Open Property Maintenance - Minimum Maintenance Requirements (B) - Open 115-3 Dangerous Buildings - Failure to Comply - Open	High	3725	HARBOR	Rd	20732	0503068943	Self-Initiated	06/13/2018	05/27/2020	O'Dell, Connie

Minimum Housing Standards - Condition of the Premises A (3) - Open
 Minimum Housing Standards - Exterior Structure B (3) - Open
 Minimum Housing Standards - Exterior Structure B (5) - Open
 Minimum Housing Standards - Exterior Structure B (9) - Open
 Minimum Housing Standards - Exterior Structure B (1) - Open
 Minimum Housing Standards - Exterior Structure B (2) - Open

CE18-10	Notice of Violation Given	Property Maintenance - Sanitary Maintenance - Nuisance, Health or Fire Hazard - Open Property Maintenance - Minimum Maintenance Requirements (B) - Open 200-6 Violations and penalties for Property Maintenance - Open Property Maintenance - Sanitary Maintenance - Grass - Open 115-3 Dangerous Buildings - Failure to Comply - Open Foreclosure -	High	7636	BAYSIDE	Rd	20732	0503068315	Self-Initiated	05/18/2018	04/17/2020	O'Dell, Connie
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Closed
115-3 Dangerous
Buildings - Failure
to Comply - Open

Number of Cases: 27

Town of Chesapeake Beach

Engineer's Report 5-14-20

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

A transitional meeting was held on February 27, 2020 to review projects and transition responsibility going forward from Paul Woodburn to Wayne Newton of the below projects. A brief description of each project and upcoming action items are below:

Fishing Creek Dredging:

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

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

The last DNR channel depth survey (Summer 2019) shows that the Fishing Creek main channel has filled in again and is in need of a new dredge. A contract was awarded to dredge the main center channel. The MDE permit was issued November 4, 2019 and the Corps permit is also now issued. The time of year restriction waiver to work in the channel before March 2020 was granted and dredging is moving forward.

Action: MGI to oversee dredge work with Jay Berry.

Kellams Marina:

Action: MGI to review project closeout as requested.

Richfield Station:

February, 2020 Update: The State Highway Administration provided their findings at a meeting held at Town Hall on May 3, 2018. The findings outline the need for a light on both the east bound and west bound intersections of Harrison Boulevard and Limerick Lanes at Maryland Route 260. The light will be installed sometime in the next two years. We have been provided a preliminary site design plan from SHA for review and comments. They expect final plan approval in Spring of 2020 and construction in the Fall of 2020. Paul

spoke to SHA design team and encourage them to include a right hand through movement from Harrison Boulevard northbound onto MD Route 260. We hope to see construction advancing in early Spring.

The final Crest View Lane townhouse section (at the trail head) is moving forward again and plans and new permits have been provided to the Town and Planning Commission for review. We continue to work with the developer on permits, bonding, as-built reviews and approvals. We have also provided the developer a list of HOA repair items for their consideration. We have been provided copies of the current Calver County grading permits. The developer filed public works agreements drafts to the Town to move the project forward.

Action: PWA 94 final edits are complete and forwarded to Holly. Todd Pounds & MGI recommend all future PWA's including revisions and extensions utilize the revised format.

Miscellaneous Notes:

Block 'S'

- Finalizing PWA with Holly/Client is Richfield Station II Joint Ventures c/o Mike Roepcke
- Need final utility deeds before PWA is completed
- I would suggest existing bonds for PWA remain in place for new PWA (107, 108, & 109)
- Work with Jay on individual house pump to gravity manhole discharge and fee schedule, some units will be gravity and some pump
- See traffic calming on Sansbury Drive. Work an agreement with applicant to remove this requirement in exchange for other neighborhood road improvements (ask for fee-in-lieu \$25K)
- See trail relocation during construction plans
- See overall Richfield Station list of bonds still outstanding for release. I suggest new meeting with applicant to get these cleaned up.

Stream Walkway

- Project is on hold by applicant

261 Sidewalks:

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

Action: MGI to follow up with BAI to complete 30% design

Heritage:

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

Action: MGI to continue in-field construction monitoring. GTA submitted soil cement mix specification and lab reports for MGI review prior to placing base paving with Soil Cement in lieu of the specified aggregate base. MGI approved soil cement mix design and installation complete. Base paving installation under way.

Miscellaneous Notes:

Applicant is John Pierce – Goodier for Heritage PS

- Phase one (whole house pumps) is active
- Phase two has a pump station (Rob Sell - McCrone Engineering)
- Jay working out meter pit set up in field
- Air release manhole change request
- We gave ok to use WSSC Standard in lieu of Calvert County Standard
- Geotech report required GTA (Matt Brown & Justin Reed) provides report
- Delmarva is the site contractor – c/o Jim Scaggs
- Connie has current PWA's and Bonds

Wilson House:

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

Action: MGI recommended approval of the plans conditioned upon the applicant obtaining the required building permit.

Kellams Field:

The Town has concerns with observed settling/sinking in and around the field/park area. MGI is preparing to topo the site to compare current (2020) site elevations with historical elevations to determine degree of sinking in the area and develop a process to analyze sinking.

Action: MGI surveyed the field and park area and coordinated our topographic shots with Jay Berry to help define the sinking. Jay & Wayne met on site to review poor drainage conditions and backed up water, potentially caused by differential settlement in the storm drain system. MGI to review once topographic survey base map is completed. Base map is completed and will be sent to Holly & Jay by 5/15.

Richfield Tower:

MGI will work with Jay Berry to create bid packages for exterior painting of the tower. Interior painting is complete. The Town has budgeted \$420,000 for the project in FY21.

Action: Jay Berry & MGI consulted on need for independent assessment of the Tower condition and repair/repainting needs. Jay contracting for a study.

Rod N Reel:

Wayne Newton and Jay Berry met to review the limits of Town maintenance responsibility of the constructed facilities serving the Rod N Reel Property.

Action: MGI prepared an exhibit to be attached to an agreement to record the limits of the Town's maintenance responsibilities and forwarded the plan to Paul Woodburn for Rod n Reel Review. Waiting for response.

Highlands Sewer Study:

MGI created a preliminary alignment map to serve the Town residents with public sewer. The map shows picking up all of Highlands Community within the Town, as well as homes on Wesley Stinnett and connecting to gravity sewer in G Street. MGI preparing estimated costs. Need to confirm capacity in downstream gravity sewer system for the additional flow.

Additional Miscellaneous Items:

- Review schedule of fees for inspection – MGI reviewed and provided comments to Holly including a reference to a potential future public infrastructure permit/damage ordinance
- Coordinate with Calvert County – No grading bond release until Town signs off.
- Discuss Town Damage Ordinance – MGI forwarded an example ordinance from the Town of Church Hill for Chesapeake Beaches consideration
- Water & Sewer Master Plan Review
- Walkable Communities Sidewalk Plan review
- SHA Sidewalk from Chesapeake Village to Beach Elementary School – assist Jay as needed
- Harbor Vista North – Waiting for resubmittal
- Steep Slopes Ordinance (B Street)



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: May 12, 2020

To: Sharon Humm

From: Sergeant Thomas S. Phelps

Re: Sheriff's Office Report-Chesapeake Beach

In April of 2020, the Sheriff's Office handled 406 calls for service in Chesapeake Beach. This is up from 400 calls in March of 2020.

Call Breakdown for April of 2020:

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

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

Of the 406 calls, we handled:

- 1 CDS Violation
 - "Huffing" Dust Off (Closed by Arrest)
- 1 Destruction of Property
 - Broken Vehicle Window – Old Bayside Rd (Under Investigation)
- 1 Assault Arrest
- 1 Trespassing Arrest
- 1 Marijuana Civil Violation

April 2020 Calls for Service Chesapeake Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	22	66	Fireworks Complaint	0	0	Relay	0	1
Abandoned Vehicle	0	3	Follow Up	12	36	Robbery	0	0
Accident	2	30	Found Property	2	5	Search Warrant	0	1
Alarm	9	33	Fraud	2	8	Sexual Assault	0	0
Alcohol Violation	0	1	Harassment	1	4	Sex Offender Registry	0	0
Animal Complaint	5	13	Illegal Dumping	0	0	Special Assignment	3	13
Assault	1	3	Industrial Accident	0	0	Stalking	0	0
Assist Motorist	3	15	Indecent Exposure	0	2	Stolen Vehicle	0	3
Assist Other Dept	1	19	Intoxicated Person	0	2	Summons Service	0	9
Assist Sick/Injured	2	20	Kidnapping/Abduction	0	0	Suspicious Person	4	25
Attempt to Locate	3	25	Loitering	0	0	Suspicious Vehicle	7	34
Burglary	0	5	Lost Property	0	2	Tampering with MV	1	10
CDS Violation	0	4	Loud Party/ Music	2	5	Telephone Misuse	0	1
Check Welfare	13	33	Mental Subject	2	4	Theft	1	16
Conservor of Peace	0	4	Missing Person	2	6	Traffic Complaint	4	21
Destruction of Property	1	7	Neighborhood Dispute	0	0	Traffice Control	0	0
Death Investigation	0	2	Notification	0	0	Traffic Enforcement	0	9
Disorderly	5	27	Parking Complaint	9	19	Trespassing	6	19
Domestic	4	18	Patrol Check	253	700	Unauthorized Use MV	0	0
Escort	0	0	Person with Weapon	0	0	Unknown Problem	2	2
Eviction	0	1	Police Information	9	32	Violation Protective Order	7	9
Fight	2	5	Protective/Peace Order	2	9	Warrant Service	0	8
Firearms Complaint	2	3	Prowler	0	0			
Total Calls							406	1352

	Month	Year		Month	Year		Month	Year
DUI Arrest	0	4	CDS Arrest	1	3	Other Arrest	2	21
Civil Marijuana Citations	1	10	Non Fatal Overdose	0	1	Fatal Overdose	0	1

**** Notes ****

Deputies assigned to the Twin Beach Patrol handled 163 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.)

April 2020 Calls for Service North Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	7	18	Fireworks Complaint	0	0	Relay	0	0
Abandoned Vehicle	1	1	Follow Up	1	20	Robbery	0	0
Accident	3	8	Found Property	0	1	Search Warrant	0	1
Alarm	3	12	Fraud	0	0	Sexual Assault	0	0
Animal Complaint	2	6	Harassment	2	2	Sex Offender Registry	0	0
Assault	0	3	Illegal Dumping	0	1	Special Assignment	0	3
Assist Motorist	1	4	Industrial Accident	0	0	Stalking	0	0
Assist Other Dept	0	3	Indecent Exposure	0	0	Stolen Vehicle	1	2
Assist Sick/Injured	2	5	Intoxicated Person	1	3	Summons Service	0	5
Attempt to Locate	1	19	Kidnapping/Abduction	0	0	Suspicious Person	2	15
BioChem/ Susp Package	0	0	Loitering	0	2	Suspicious Vehicle	3	10
Burglary	3	4	Lost Property	0	0	Tampering with MV	0	0
CDS Violation	0	4	Loud Party/ Music	2	7	Telephone Misuse	0	0
Check Welfare	4	18	Mental Subject	0	0	Theft	0	8
Conservor of Peace	0	1	Missing Person	0	0	Traffic Complaint	5	8
Destruction of Property	2	7	Neighborhood Dispute	0	0	Traffice Control	1	1
Death Investigation	0	1	Notification	1	1	Traffic Enforcement	0	3
Disorderly	4	13	Parking Complaint	2	5	Trespassing	1	2
Domestic	0	15	Patrol Check	97	289	Unauthorized Use MV	0	1
Escort	0	1	Person with Weapon	0	0	Unknown Problem	0	1
Eviction	0	1	Police Information	3	6	Violation Protective Order	5	7
Fight	0	1	Protective/Peace Order	0	1	Warrant Service	0	2
Firearms Complaint	0	0	Prowler	0	0			
Total Calls							160	552

	Month	Year		Month	Year		Month	Year
DUI Arrest	0	0	CDS Arrest	0	1	Other Arrest	3	9
Civil Marijuana Citations	1	4	Non Fatal Overdose	0	0	Fatal Overdose	0	0

**** Notes ****



April Town Stats,

Fire = 25

AFA = 6

Brush- 1

Fire Calls dispatched in the Town of CB =19

EMS = 6

Fire Calls dispatched in the Town of NB =6

Fire's = 1

(Chimney, House, Barn, vehicle, ETC)

Hazmat = 0

Fire Drill: N/A Due to COVID 19

Investigation- 3

MVA = 5

Helicopter Landing = 1

Service = 2

Water Rescue = 0

Fundraising: N/A Due to COVID 19



EMS = 66

Chest Pains = 9

Diabetic Emergency = 1

Fire Standby = 1

MVC = 5

Overdose = 1

Psychiatric Emerg. = 0

Respiratory Distress = 10

Seizures = 2

Stroke (CVA) = 2

Unconscious Subj. = 2

Other Non- Emergent dispatched Calls =23

EMS Calls dispatched in the Town of CB =43

EMS Calls dispatched in the Town of NB =23

EMS DRILL :N/A due to covid 19

Choking = 0

Syncope = 2

Suicide = 0

Gun Shot = 0

Head Injury = 1

Hypertension = 0

Assault = 1

Hemorrhage- 0

Cardiac Arrest - 2

Altered Mental Status - 0

Allergic Reaction -1

Traumatic Injury = 3

#O-20-7
Passed _____
Effective _____

**AN ORDINANCE
OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND,
ADOPTING 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.**

WHEREAS, Chesapeake Beach, Maryland (the “Town”) is a municipal corporation of the State of Maryland, organized and operating under a Charter adopted in 1963, in accordance with Article XI-E of the Constitution of Maryland and the Local Government Article of the Annotated Code of Maryland; and

WHEREAS, pursuant to Md. Code Ann., Local Gov’t Art., § 5-205 and Section C-706 of its Charter, the Town is empowered to establish an annual budget; and

WHEREAS, after due notice, a public hearing was held by the Town Council on April 16, 2020, to consider the budget for the Town’s Water Reclamation and Treatment Plant Fund for FY ’21, and, at said hearing, all of those who desired to be heard were heard and their testimony recorded, and all facts relevant to the subject matter of the budget have been duly and carefully considered.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the Water Reclamation Treatment Plant Fund of the Town of Chesapeake Beach for the Fiscal Year 2021 is hereby adopted in the form as set forth in the attached Exhibit A hereto; and

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Town Council meeting held on the 19th day of March, 2020, that a public hearing was held on the 16th day of April, 2020, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____ votes of disapproval were cast. The resulting majority of the Council _____ (*approved/disapproved*) the passage of this Ordinance this

_____ day of _____, 2020. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this _____ day of _____, 2020. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor's approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Valerie L. Beaudin, Councilwoman

Derek J. Favret, Councilman

L. Charles Fink, Councilman

Lawrence P. Jaworski, Councilman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

Exhibit A
Fiscal Year 2021
Waste Reclamation Treatment Plant

As Introduced Annual Budget FY 2021
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Income		
Fixed Income		
300-430010 · Anne Arundel Fixed-10.44%	\$	127,060
300-430020 · Calvert County - Fixed - 21.81%	\$	245,354
300-430030 · Chesapeake Beach -Fixed -49.66%	\$	558,657
300-430040 · North Beach - Fixed - 18.09%	\$	203,506
Total Fixed Income	\$	1,134,577
Variable Income		
300-431010 · Anne Arundel - Variable -11.38%	\$	82,856
300-431050 · North Beach & Calvert County - Variable - 39.89%	\$	266,782
300-431030 · Chesapeake Beach - Variable - 48.73%	\$	325,905
Total Variable Income	\$	675,543
Capital and Other Fixed Income		
300-430010 · Anne Arundel Fixed-10.44%	\$	108,190
300-430020 · Calvert County - Fixed - 21.81%	\$	208,410
300-430030 · Chesapeake Beach -Fixed -49.66%	\$	474,537
300-430040 · North Beach - Fixed - 18.09%	\$	172,863
Total Capital and Other Fixed Income	\$	964,000
Total Income	\$	2,774,120

Exhibit A
Fiscal Year 2021
Waste Reclamation Treatment Plant

As Introduced Annual Budget FY 2021
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Expense

Fixed Costs

300-6975-601000 · Salaries and Wages	\$	483,418
300-6975-610500 · Plant Benefits	\$	285,692
300-6975-621000 · Administration - TCB	\$	24,815
300-6975-621401 · Engineering & Professional Fees	\$	25,000
300-6975-621500 · Safety	\$	20,000
300-6975-622000 · Telephone	\$	6,000
300-6975-623000 · Lab Analysis & Supplies	\$	70,000
300-6975-626000 · Equipment Repair & Maintenance	\$	70,000
300-6975-628000 · Equipment Purchases	\$	75,000
300-6975XXXXXX · TP Office Expenses	\$	25,000
300-6975-780000 · Insurance - Plant	\$	49,652

Total Fixed Costs

	\$	1,134,577
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Variable Costs

300-6975-684601 · Chemicals	\$	150,000
300-6975-684701 · Landfill Tipping Fees	\$	225,543
300-6975-687501 · Utilities	\$	300,000

Total Variable Costs

	\$	675,543
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Other Fixed Costs

300-6975-801000 · Capital Projects	\$	964,000
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Total Other Fixed Costs

	\$	964,000
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Total Expense

	\$	2,774,120
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Net Income

	\$	-
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#O-20-9
Passed _____
Effective _____

AN ORDINANCE

**OF THE TOWN COUNCIL OF CHESAPEAKE BEACH, MARYLAND,
ADOPTING THE ANNUAL BUDGET FOR THE WATER PARK
OF THE TOWN OF CHESAPEAKE BEACH
FOR THE FISCAL YEAR JULY 1, 2020 TO JUNE 30, 2021.**

WHEREAS, Chesapeake Beach, Maryland (the “Town”) is a municipal corporation of the State of Maryland, organized and operating under a Charter adopted in 1963, in accordance with Article XI-E of the Constitution of Maryland and the Local Government Article of the Annotated Code of Maryland; and

WHEREAS, pursuant to Md. Code Ann., Local Gov’t Art., § 5-205 and Section C-706 of its Charter, the Town is empowered to establish an annual budget; and

WHEREAS, after due notice, a public hearing was held by the Town Council on May 21, 2020, to consider the budget for the Town’s Water Park for FY ’21, and, at said hearing, all of those who desired to be heard were heard and their testimony recorded, and all facts relevant to the subject matter of the budget have been duly and carefully considered.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the Water Park of the Town of Chesapeake Beach for the Fiscal Year 2021 is hereby adopted in the form as set forth in the attached Exhibit A hereto.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Town Council meeting held on the 16th day of April, 2020, that a public hearing was held on the 21st day of May, 2020, and that a vote was taken in accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____ votes of disapproval were cast. The resulting majority of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 21st day of May, 2020. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this 21st day of May, 2020. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor’s approval or seven (7)

days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Valerie L. Beaudin, Councilwoman

Derek J. Favret, Councilman

L. Charles Fink, Councilman

Lawrence P. Jaworski, Councilman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

**Water Park Fund
Fiscal Year 2021
Exhibit A**

As Introduced Annual Budget FY 2021
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Income		
500-450110 · Reserves Allocation	\$	108,716
500-450110 · Birthday Parties	\$	30,000
500-450120 · Daily Admissions	\$	750,000
500-450130 · Group Sales	\$	60,000
500-450135 · Miscellaneous Income	\$	500
500-450160 · Rentals - Cabanas and Lockers	\$	60,000
500-450165 · Rentals - Pavilion	\$	1,000
500-450170 · Retail Store Sales	\$	350,000
500-450175 · Season Passes	\$	55,000
500-450190 · Swim Lessons	\$	12,000
500-495000 · Investment Interest	\$	12,000
Total Income	\$	1,439,216
Cost of Goods Sold		
500-6925-542500 · Cost of Goods Sold	\$	135,000
Total COGS	\$	135,000
Gross Profit	\$	1,304,216

**Water Park Fund
Fiscal Year 2021
Exhibit A**

As Introduced Annual Budget FY 2021
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Expense		As Introduced Annual Budget FY 2021
500-6925-602000 · Salaries and Wages	\$	516,877
500-6925-602010 · Wages - Admin & Maint Support	\$	218,182
500-6925-602050 · FICA	\$	67,478
500-6925-602100 · Medical & Life Insurance	\$	47,794
500-6925-602300 · Retirement	\$	30,785
500-6925-623900 · Professional Fees	\$	50,000
500-6925-632800 · Bank & Credit Card Charge	\$	40,000
500-6925-633000 · Marketing	\$	35,000
500-6925-637000 · Education & Travel	\$	12,000
500-6925-665603 · Pool Supplies	\$	42,500
500-6925-684600 · Chemicals	\$	35,000
500-6925-685200 · Repairs & Maintenance	\$	100,000
500-6925-685220 · Landscape Maintenance	\$	8,600
500-6925-687500 · Utilities	\$	55,000
500-6925-741000 · Capital Repairs	\$	25,000
500-6925-780000 · Insurance	\$	20,000
Total Expense	\$	1,304,216
Surplus / Loss	\$	-

#O-20-10
Passed _____
Effective _____

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, 2020 TO JUNE 30, 2021
AND SETTING RATES, CHARGES AND FEES RELATED TO
WATER AND SEWER SERVICE BY THE TOWN.**

WHEREAS, Chesapeake Beach, Maryland (the “Town”) is a municipal corporation of the State of Maryland, organized and operating under a Charter adopted in 1963, in accordance with Article XI-E of the Constitution of Maryland and the Local Government Article of the Annotated Code of Maryland; and

WHEREAS, pursuant to Md. Code Ann., Local Gov’t Art., § 5-205 and Section C-706 of its Charter, the Town is empowered to establish an annual budget; and

WHEREAS, after due notice, a public hearing was held by the Town Council on May 21, 2020, to consider the budget for the Town’s Utility Fund for FY ’21, and, at said hearing, all of those who desired to be heard were heard and their testimony recorded, and all facts relevant to the subject matter of the budget have been duly and carefully considered.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF CHESAPEAKE BEACH THAT:

Section 1. The annual budget for the Utility Fund of the Town of Chesapeake Beach for the Fiscal Year 2021 is hereby adopted in the form as set forth in the attached Exhibit A hereto.

Section 2. The rates, fees and charges related to providing water and sewer service set forth in Schedule A to Exhibit A are hereby adopted.

AS CERTIFIED by their signatures below, the members of the Town Council affirm that this Ordinance was introduced at the Town Council meeting held on the 16th day of April 2020, that a public hearing was held on the 21st day of May, 2020, and that a vote was taken in

accordance with Section C-309 of the Town Charter. The vote of the Council was tallied and _____ votes of approval and _____ votes of disapproval were cast. The resulting majority of the Council _____ (*approved/disapproved*) the passage of this Ordinance this 21st day of May, 2020. If signed by the Mayor below, the Mayor approves this Ordinance pursuant to Section C-310 of the Charter this 21st day of May, 2020. This Ordinance shall become effective at the expiration of twenty (20) calendar days from the date of the Mayor’s approval or seven (7) days after the last required publication, whichever is later, pursuant to Section C-309 of the Charter, currently published in Volume II of the Municipal Charters of Maryland.

CHESAPEAKE BEACH, MARYLAND

Patrick J. Mahoney, Mayor

Valerie L. Beaudin, Councilwoman

Derek J. Favret, Councilman

L. Charles Fink, Councilman

Lawrence P. Jaworski, Councilman

Gregory J. Morris, Councilman

Keith L. Pardieck, Councilman

Exhibit A

Fiscal Year 2021

Utility Fund

**As Introduced
Annual Budget FY 2021**

Revenues - Sewer

400-440010 · Sewer Usage Charge	\$	701,083
400-440040 · Penalties and Interest	\$	1,368
400-450000 · Investment Interest	\$	8,208

Total Revenues - Sewer

\$ 710,659

Revenues - Water

400-441010 · Water Usage Charges	\$	275,937
400-441020 · Water Miscellaneous Income	\$	2,160
400-441030 · Water Penalties and Interest	\$	3,284

Total Revenues - Water

\$ 281,381

Revenues - Other

400-430130 · Unallocated reserves from General Fund	\$	500,000
400-430140 · Unallocated reserves from UF MLGIP	\$	1,359,309
400-460000 · Fixed Fee	\$	489,660
400-460050 · Infrastructure Fees	\$	16,488
400-460100 · Sewer Capital Connection Fee	\$	324,000
400-460200 · Water Capital Connection Fee	\$	108,000

Total Other Income

\$ 2,797,457

Total Income

\$ 3,789,497

Exhibit A

Fiscal Year 2021

Utility Fund

**As Introduced
Annual Budget FY 2021**

Expense

400-6850-662200 · Meters / MXU's	\$	38,000
400-6850-715100 · Water Plant Repair & Maint	\$	435,000
400-6850-715500 · Water Testing	\$	10,000
400-6900-621400 · Engineering & Prof Fees	\$	5,000
400-6900-621501 · SAFETY	\$	6,500
400-6900-626001 Pump Station Repair & Maint	\$	45,000
400-6900-630500 · Supplies	\$	25,000
400-6900-631500 · Postage	\$	4,500
400-6900-632400 · Miss Utility Fees	\$	1,500
400-6900-632500 · Line Repairs & Maintanance	\$	70,000
400-6900-632800 · Banking Fees	\$	5,000
400-6900-670000 · TPF Fixed Costs	\$	558,657
400-6900-670100 · TPF Variable Costs	\$	325,905
400-6900-687500 · Utilities	\$	70,000
400-6900-717600 · Misc	\$	500
400-6900-780000 · Property Insurance	\$	15,002
400-6900-800000 · Savings Account for ENR principal	\$	313,325
Total Expenses	\$	1,928,889

Debt Service

400-6900-719300 · Principal - 2014 - ENR	\$	280,884
400-6900-748100 · Principal - 2008 SRF Loan	\$	35,842
400-6900-748300 · Principal - ARRA Loan (2009)	\$	186,675
400-6850-719200 · Principal - DHCD 2010 Bond	\$	1,257,800
400-6900-625300 · Interest Expense	\$	99,407
Total Debt Service	\$	1,860,608

Total Expense \$ **3,789,497**

FY Surplus \$ **-**

TOWN OF CHESAPEAKE BEACH
ECONOMIC DEVELOPMENT COMMITTEE
REPORT FOR TOWN COUNCIL MEETING MAY 21, 2020

The Town of Chesapeake Beach Mayor, staff, Council and Economic Development Committee continue to work diligently to provide support to our local residents and businesses during this challenging period.

Resources available to local residents and businesses include:

- Visit the Town of Chesapeake Beach website, under the “About” tab, click on the “COVID-19 Virtual Resource Center” for information available from Calvert County government, the State of Maryland and the federal government detailing assistance available to local residents and businesses.
- The Town hosted a webinar on Zoom on April 27, 2020 to discuss resources available for local businesses. The webinar provided detailed guidance from the Calvert County Economic Development Department and the Department of Tourism staff regarding programs available from the County, state and federal government and provided opportunity for participants to ask questions of County staff regarding various assistance programs. The main speaker during this webinar was Mr. Bill Hitte from the Small Business Development Center at the College of Southern Maryland. Mr. Hitte provided details about the Economic Injury Disaster Loan (EIDL) program. The Town of Chesapeake Beach participated in a similar webinar for businesses located in the town of North Beach on April 20, 2020.
- The Town participated in another webinar on Zoom on May 12, 2020. This webinar was hosted by the Calvert Library and the County Department of Economic Development. The webinar included over 100 participants and featured Dr. Larry Polsky from the Calvert County Health Department. Dr. Polsky provided updated information on steps the County is taking to assist local businesses during this critical period. One of Dr. Polsky’s main points was that local businesses should immediately start planning to reopen even though an actual reopening date may not as yet been set by the State. In addition, Dr. Polsky pointed out the guidance on reopening is evolving and indeed future guidance might reverse earlier guidance provided on this subject. Our local businesses will look very different when they reopen. This point was reiterated by several business owners that participated in the call including Sneade’s Hardware, Sports Clips, and Chick-fil-A. The webinar can be viewed on YouTube at https://www.youtube.com/watch?v=2QGtKv_Uvy4

The Town wants all residents and businesses to know that we are all in this together. Your Town continues to do everything it can to support you during this crisis. Please contact Town Hall if you have any questions.



To: The Honorable Mayor and Town Council
Subject: Light up the Town Installation and Electrical Contracts

From: Holly Wahl, Town Administrator

Date: May 13, 2020

I. BACKGROUND:

The Town of Chesapeake Beach released an RFP for the Light up the Town services. The RFP was posted on eMaryland Marketplace Bid #BPM018195 and sent to 18 bidders within the classification code of the services sought. Town staff also sent the RFP directly to 2 contractors in the local area that have completed these services for the Town for many years. The RFP was posted in print media as well as on the Town website.

The Town held a mandatory pre-bid meeting on February 20, 2020 at 10:30 AM where two (2) contractors were represented. Sealed proposals were received by March 2nd at 9:00 AM and read out loud in the Town Council chambers.

II. SCOPE OF WORK:

The contractors agree to install all materials and displays of the Town, as listed in the RFP, and ensure connection is maintained throughout the lighting display.

*As reviewed during the May 11th Town Council work session, the contractor recycles lighting that are no longer usable at the following facility- **Industrial Metal Recycling at 9304 D'Arcy Rd Upper Marlboro, MD 20774.** The actual burn time on the bulbs each season is approximately 500 hours. The warranty on a string of lights, either LED or incandescent bulbs is 3 months. The burn time and lack of available warranty for replacements leads to the Town planning on replacing approximately 35% of the lights and light strings with every season.*

Manhours: *The installation of the displays takes approximately 500-man hours to install over a 3-month period and approximately 500-man hours to remove and store each of the displays and this does not include the hours of general installation oversight and display design.*

The installation contractor and electrical contractor coordinate on the logistics of each location.



III. BID PROPOSAL SUMMARY:

One sealed proposal was received by Windmill Farms for the Light Up the Town installation contract, it is believed that is because this is a specialized line of work and per historical information bids for installation have been close to \$100,000 annually:

Holiday Lighting Installation	
Contractor:	Windmill Farms, LLC.
Part A Lump Sum pricing	
Item 1, 3 yr	\$ 161,250.00
Item 2, 5 yr	\$ 264,750.00
Part B	
Item 1	
Calendar Year 2020	\$ 52,950.00
Calendar Year 2021	\$ 52,950.00
Calendar Year 2022	\$ 52,950.00
Calendar Year 2023	\$ 52,950.00
Calendar Year 2024	\$ 52,950.00

One sealed proposal was received by Wires Inc. for the Light Up the Town electrical installation contract:

Holiday Electrical Installation	
Contractor:	Wires Inc.
Part A Lump Sum pricing	
Item 1, 3 yr	\$ 60,420.00
Item 2, 5 yr	\$ 76,050.00
Part B	
Item 1	
Calendar Year 2020	\$ 14,580.00
Calendar Year 2021	\$ 14,930.00
Calendar Year 2022	\$ 15,280.00
Calendar Year 2023	\$ 15,630.00
Calendar Year 2024	\$ 15,630.00



IV. RECOMMENDATION:

It is recommended that the Town Council initiate a contract with Windmill Farms for five (5) years at an annual cost of \$52,950 and Wires Inc. for five (5) years for electrical installation services for the annual cost of \$14,850 in the calendar year of 2020, \$14,930 in the calendar year of 2021, \$15,280 in the calendar year of 2022, \$15,630 in the calendar year of 2023 and \$15,630 in the calendar year of 2024.

These costs are within the approved FY21 annual budget general fund line item "Holiday Lighting" with a total annual budget of \$93,204, which also includes funds to repair lighting displays and purchase additional lighting displays. Every year the Town repairs vintage displays that need rewiring, repainting and wrapping to preserve them for future use, also out of this line item.