



**MINUTES OF THE  
TOWN COUNCIL MEETING  
January 19, 2017**

- I. Patrick J. Mahoney, Mayor, called the meeting to order at 7:00 p.m. In attendance were: Dr. Valerie Beaudin, Stewart B. Cumbo, Derek J. Favret, Lawrence P. Jaworski, Gregory J. Morris, and Keith L. Pardieck, Council Members, Sharon L. Humm, Town Clerk, Laurie Smith, Town Treasurer, James Berry, Public Works Administrator, Paul Woodburn, Town Engineer, Marilyn VanWagner, Water Park General Manager, Jon Castro, WWTP Superintendent, Connie O'Dell, Utilities Billing Administrator/Community Development Director and Lieutenant Naughton. Absent were Elissa Levan, Town Attorney, William Watson, Code Enforcement Officer and Christopher Jakubiak, Planning and Zoning Administrator.

The Mayor opened the meeting stating all council members were present. The Mayor stated the Town Attorney was absent due to illness. The Mayor was pleased to introduce and welcome Mrs. Holly Wahl as the Town's new Administrator and commented there were copies of her bio at the back table for anyone who would like one.

- 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 Beaudin, all in favor.

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

- V. **Approval of the minutes of the December 15, 2016 Town Council Meeting.**

**MOTION:** Councilman Favret moved to approve the minutes of the December 15, 2016 Town Council meeting. Seconded by Councilman Jaworski, all in favor.

**Approval of the minutes of the January 5, 2017 Informational work session.**

**MOTION:** Councilman Morris moved to approve the minutes of the January 5, 2017 Informational work session. Seconded by Councilman Jaworski, all in favor.

VI. **Petitions and Communications**

- A. **North Beach Volunteer Department** – No report was submitted. As a member of the Fire Department, Councilman Jaworski commented that they are anxiously awaiting the arrival of the new Tower, Tower 1.
- B. **Deputy's Report** –Sergeant Phelps submitted the attached written report. Lieutenant Naughton was present to address the Council. The Lieutenant commented that Sergeant Phelps has created a new format to the report. The report will now show monthly and yearly totals. Councilman Pardieck asked for a follow up on the indecent exposure incident in which one of his neighbors encountered at the Chesapeake Station parking lot. Lieutenant Naughton said he would check on it and report back to the Councilman.

- C. **Public Works Report** – Mr. Berry submitted the attached written report and was present to address the Council. Councilman Jaworski thanked Mr. Berry for repairing the latch on the enclosure of the pump station at 31<sup>st</sup> & C Street. The Mayor also thanked Mr. Berry and his crew for a great job during the snow storm we had.
- D. **Code Enforcement Officer's Report**- Mr. Watson submitted the attached written report but was not present to address the Council.
- E. **Town Engineer's Report** – Mr. Woodburn submitted the attached written report and was present to address the Council. Mr. Woodburn brought the Mayor and Council up to date on the Richfield Station entrance situation. Mr. Woodburn reported he has received three proposals for performing a traffic warrant study to look at the possibility of a new traffic light in lieu of the pole relocation option. Mr. Woodburn is looking to bring a presentation before the Council next month. Mr. Woodburn also briefed the Mayor and Council on the latest information on the Fishing Creek Dredging and the MD Route 261 sidewalk.

Councilman Jaworski asked for a follow up on the citizen email concerning kids that were seen at the water's edge west of the dredge spoils pond. Mr. Berry stated signage will be posted in the area. Councilman Morris asked if the Council could be provided with history in regards to the dredging and suggests a look at a long term policy be considered.

- F. **Water Park Report** – Ms. VanWagner submitted the attached written report and was present to address the Council.
- G. **Wastewater Treatment Plant Report** – Mr. Castro submitted the attached written report and was present to address the Council. Councilman Morris suggested a visit be scheduled for the new Council to tour the Plant.
- H. **Treasurer's Report** – Mrs. Smith wanted to bring to the attention of the Council, that new account numbers are reflected on the financial reports that were distributed earlier, which she briefly highlighted. Councilman Favret asked Mrs. Smith to elaborate on the variation of budget figures under Income from Local Sources, in particular, the admission and amusement tax. The Mayor took the opportunity to publicly thank Mrs. Smith for the outstanding job she has done with the Town's finances.
- I. **Community Development Report** – Mrs. O'Dell submitted the attached written report and was present to address the Council. Mrs. O'Dell was pleased to announce that at yesterday's SHA bridge project meeting she was able to secure three variable message boards. With citizen complaints about the traffic congestion, she is hoping the signage will help. They will be placed at the north and south ends of town and one on 260.

**J. Mayor's Report-**

1. The Mayor stated he is looking forward to attending the Maryland Mayors Association Conference in February.
2. The Mayor reported he has established a Mayoral Task Force. It will be a water park structural infrastructure task force composed of three members, Greg Morris, Jay Berry and Paul Woodburn. They will work independently to assess the current structural

condition, and report back to the Mayor and Town Administrator with recommendations on what is needed to secure a solid infrastructure for years to come.

3. The Mayor announced the Superintendent of Calvert County Public Schools has asked him to work with the Educational Specifications Committee as it relates to improvements at the Beach Elementary School which will start next month.
4. Lastly, the Mayor read his "State of the Town" Address. The Mayor stated the Town is in fine fiscal shape, budgets are balanced and the Town has sufficient reserves. He commented the Town has a very productive Town Hall staff, Water Park, Public Works, and Wastewater Treatment Plant staff and now a new Town Administrator with a strong business background and education. The goal is to increase efficiency and customer service. On the legislative side, the Town has four new Town Council members and a new Mayor along with two experienced Council members. The Mayor stated that with the departure of the previous administration there was a total of eight vacancies left on three Boards. There has been numerous citizens that have stepped up to volunteer and the Town is in the process of filling these vacancies. The Mayor is excited to move forward with the new Council, looking to provide citizens with the best services possible at the lowest tax rate.

#### **VII. Resolutions & Ordinances:**

- A. **Introduce Ordinance O-17-1, an ordinance of the Town Council of Chesapeake Beach, Maryland amending the adopted General Fund budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2016 to June 30, 2017 to appropriate funds in the amount of Eight Thousand Three Hundred and 00/100 Dollars (\$8,300.00) from unallocated General Fund Reserve and allocate such funds to holiday decorations for Veteran's Park.** The Mayor asked Mrs. O'Dell to give a brief explanation on this. A public hearing will be held at the next regularly scheduled meeting beginning at 6:55 pm.

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

- A. **Planning & Zoning Commission** – There was a meeting held January 11, 2017. Mr. Jakubiak was not present.
- B. **Board of Appeals** – There was no hearing held in January.
- C. **Water Park Advisory Board** – Councilman Cumbo verbally submitted his resignation as Chairman of the Water Park Advisory Board. The Mayor accepted Mr. Cumbo's resignation.
- D. **Ballfield Committee** – Councilman Favret reported he attended the North Calvert Little League coaches meeting at the Community Center last evening and spoke with the coaches and the Board. Mr. Favret talked with Board Chair Larry Hull expressing the Town's support in what they do and the desire to bring youth baseball back to the Kellam's Field. The Board extended their appreciation to the Town, in particular, to Mrs. O'Dell for the cooperation received in the past few years.

- E. Bayfront Park/Nature Trails Committee** – Councilman Pardieck stated the committee met on January 15, 2017 for general discussion and brought him up to speed on past issues and current concerns. He reported no official recommendations at this point but there are numerous concerns they will be addressing. Mr. Pardieck stated he would like to meet with Jay Berry and Cathy Sheridan also.
- F. Economic Development/Walkable Community Committee** –Councilman Jaworski stated he and Councilman Morris are making real progress, planning to reach out individually to key business owners in Town to gather ideas to spur economic development and then hold a public meeting to gather input from the citizens. They have met with North Beach’s Economic Development committee and look forward to working together in a productive, collaborative, and noncompetitive way to benefit both towns. Mr. Jaworski stated anyone with ideas could contact him or Mr. Morris. The Mayor stated he had mentioned the committee to business owner Susan Purdy, suggesting she could be of value to the committee.
- G. HOA Report** – Councilman Morris stated he had no report at this time but did comment that the HOA’s want to continue to maintain an open line of communication and team atmosphere with the Town.
- H. MML Report** – Councilman Cumbo reported on the 2017 MML Legislative Priorities adopted by the MML and explained to the Council how the MML Legislative Committee considers legislation and advocates its positions during the Legislative Session. He also touched on House Bill 1369, regarding the Ethics Law concerning financial disclosures and briefly reported on the SMMA Chapter meeting.
- I. Opioid Abuse Awareness Committee** – Councilman Pardieck reported the committee met on January 16, 2017 for introductions and general discussion of opioid abuse concerns. He stated that Cheryl Greene would be the committee’s liaison, working with the State and County officials gathering information on what resources are in place regarding prevention and treatment as well as taking the lead on establishing an informational web page to post on our website. The committee will schedule another meeting in about two weeks. Copies of the committee’s report is available for the public for those interested.
- J. Utility Fund Alternatives** – Councilwoman Beaudin stated she and Councilman Favret will be meeting in the morning to discuss utility fund alternatives along with the Ethics Ordinance. She was appreciative of the information reported by Councilman Cumbo earlier on the House Bill 1369, Ethics Law.
- K. Water and Sewer Manual** – Councilman Jaworski reported he would like to meet with Mrs. O’Dell and Mr. Woodburn to be brought up to date on the water and sewer manual and then the committee would begin their work.

**IX. Unfinished Business:** None

**X. New Business:**

- 1. Council to consider the appointment of Charles Fink to the Planning and Zoning Commission.**

**MOTION:** Councilwoman Beaudin moved to approve the appointment of Charles Fink to the Planning and Zoning Commission. Seconded by Councilman Jaworski, all in favor.

**2. Council to consider the appointment of Robert Gray to the Planning and Zoning Commission.**

**MOTION:** Councilman Jaworski moved to approve the appointment of Robert Gray to the Planning and Zoning Commission. Seconded by Councilman Favret, all in favor.

**3. Council to consider the appointment of Cynthia Greengold to the Planning and Zoning Commission.**

**MOTION:** Councilman Cumbo moved to approve the appointment of Cynthia Greengold to the Planning and Zoning Commission. Seconded by Councilman Morris, all in favor.

**4. Council to consider the appointment of David Ferguson to the Board of Appeals.**

**MOTION:** Councilman Pardieck moved to approve the appointment of David Ferguson to the Board of Appeals. Seconded by Mr. Favret, all in favor.

The Mayor stated there is one more opening on the Board of Appeals which is for an alternate. A resume has been received for this position and the Town Clerk will circulate to the Council.

**5. Council to consider awarding a contract to Rubaroc Company for the installation of a state-of-the-art "poured in place" rubber material to replace the existing deteriorated material currently on the floor of the Baby Pool and both Zero Entry locations in the amount of \$30,800. Ms. VanWagner reported this is not in budget but would come from Water Park Reserves.**

**MOTION:** Councilman Morris moved to approve a contract to Rubaroc Company for the installation of a rubber material to replace existing deteriorated material currently on the floor of the Baby Pool and both Zero Entry locations in the amount of \$30,800. Seconded by Councilwoman Beaudin, all in favor.

**6. Council to consider approval of \$1,000 to participate in a consortium of local governments that intends to retain telecommunications counsel to assist in preparing a response to a request for public comment by the Federal Communications Commission regarding potential federal regulations that may pre-empt the authority of local governments to regulate in certain respects their rights of way and/or charge fees for the use thereof.**

**MOTION:** Councilman Favret moved to table this until next month's meeting when the Town Attorney could be present. Seconded by Councilman Pardieck, all in favor.

**XI. Public comment was received by:**

1. Lieutenant Naughton reported to Councilman Pardieck on the indecent expose incident.

**XII. Council Lightning Round:**

1. Dr. Beaudin thanked everyone for coming and looks forward to working with the new Council.
2. Mr. Cumbo had no comment.
3. Mr. Jaworski stated he was very excited and happy to be a part of the Economic Development Committee.
4. Mr. Morris thanked everyone for coming out and stated he is honored to be a part of this Council.
5. Mr. Pardieck thanked everyone for coming and invited anyone who might be interested in the Opioid Abuse Awareness Committee or the Bayfront Park Committee to please contact him.
6. Mr. Favret welcomed and thanked the four new members approved tonight for the Planning and Zoning Commission and the Board of Appeals for stepping up and volunteering.

**XIII. Close for an Executive Session.** The regular meeting was closed at 8:17 p.m. for a Closed Executive Session pursuant to General Provisions Article §3-305(b) Subsection 7, to consult with counsel to obtain legal advice on a legal matter on a motion by Councilwoman Beaudin. Seconded by Councilman Jaworski, all in favor.

The Mayor reopened the regular meeting at 8:35 p.m.

All members that voted in favor to close for an executive session were present the entire closed session and that the purpose was to obtain legal advice on a legal matter.

The purpose of the executive session was to discuss 1) claim filed by a former employee and 2) an injury claim filed by a patron of the water park.

**XIV. Adjournment**

There being no further business, the meeting adjourned at 8:36 p.m. on a motion by Councilman Jaworski. Seconded by Councilwoman Beaudin, all in favor.

Submitted by,



Sharon L. Humm  
Town Clerk





**MINUTES OF THE  
INFORMATIONAL WORK SESSION  
January 5, 2017**

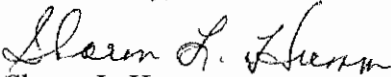
- I.** Patrick J. Mahoney, Mayor, called the meeting to order at 6:00 p.m. In attendance were: Dr. Valerie L. Beaudin, Stewart B. Cumbo, Derek J. Favret, Lawrence P. Jaworski, Gregory J. Morris and Keith L. Pardieck, Council Members, Sharon L. Humm, Town Clerk, Laurie Smith, Town Treasurer and Connie O'Dell, Utilities Billing Administrator/Community Development Director.
- II.** **Pledge of Allegiance** – The Mayor led the Pledge of Allegiance.
- III.** **Informational Discussion on the following items:**
- A. Budget Overview:** Laurie Smith, Town Treasurer, was present to give the Mayor and Council an overview of the Town's operating funds. She touched on each fund and their function. She addressed the Council's questions.
- B. Committee Appointments:** The Mayor went over the present and newly formed committees and the appointees for each. The Mayor is looking to add these to the monthly agendas to be reported on as information presents itself. The Mayor also stated he had two future committees he is looking to form.
- C. Rules of Parliamentary Procedure:** The Mayor stated this was approved by the prior Council. The Mayor, then Councilman, along with Councilman Reinhardt, worked together using the Town's Charter, Roberts Rules and another book of Parliament to tailor a Rules of Parliament Procedure for Chesapeake Beach. The Mayor asked the Council to read over and if they had any questions or concerns to please contact him.
- D. Travel Expenses:** The Mayor stated that all travel expenses will need to be pre-approved by the Mayor as official town business in order to be reimbursed. The mileage rate is 53.5 cents per mile. As for the Ocean City MML Conference, receipts will be required for reimbursement of meals, allowing \$64 for a full day and \$48 for a travel day.
- E. Ordinance:** The Mayor stated it has come to his attention that Corporal Phelps is being promoted to Sergeant and both North Beach and Chesapeake Beach would like to keep him on. With that being said, the Mayor is looking to introduce an ordinance in February for Council to consider retaining Corporal Phelps at a cost of \$2,631 to the Town for the remainder of FY17.
- F. Ordinance:** The Mayor stated he has been approached with the request to reopen 18<sup>th</sup> Street, which is behind Roland's Grocery Store, to residential traffic only, in an effort to aid in the relief of the traffic congestion due to the bridge project. The Mayor gave a little history on 18<sup>th</sup> Street and suggested that maybe it could be closed on a 3 month trial basis allowing cars only, no trucks, the use of it but wanted the Council's input. Mrs. O'Dell commented that in talking with Mr. Jakubiak, Zoning Administrator, this request would need to come from the owners of the property, Steuart-Kret Investments, and not the lessee, Roland Pelletier.
- The Council had several concerns with this. Concerns mentioned were: 1) who would be responsible for enforcing that trucks did not use, 2) the traffic pattern/flow, 3) input from the residents that would be affected, 4) would there be any cost or maintenance involved,

and 5) maybe need a traffic study. The Mayor suggested the concerns of the Council be relayed to Mr. Jakubiak for comment.

- G. Ordinance:** The Mayor stated he would be introducing an ordinance in February for a vote in March for Council to consider a budget amendment to increase Town Council compensation from \$3,000 to \$5,000 on a half year basis.
- H. Planning and Zoning and Board of Appeals Appointments:** The Mayor stated he would be asking Council consideration for the appointment of Charlie Fink, Robert Gray and Cynthia Greengold to the P&Z Commission and David Ferguson to the Board of Appeals at the January meeting. The Mayor suggested the Council reach out to each one.
- I. Ethics Ordinance:** The Mayor stated the previous Mayor and Council worked to bring about an Ethics ordinance that the State would approve. Feeling the State model requirements were more than Chesapeake Beach needed, a committee took the State's Ethics model and tailor-made it to relate to Chesapeake Beach. The Council passed the Ethics ordinance that was drafted but the State Ethics Commission did not deem it acceptable. The Mayor stated that Chesapeake Beach is one of a few left in the State of Maryland without an approved ordinance but indeed needs one. The Mayor asked for comments from the Council and after discussion, suggested that Councilwoman Beaudin and Councilman Favret work with the Town Attorney and draft an ordinance she feels the State would accept and bring to the Council in a work session.

The meeting adjourned at 8:00 p.m. on a motion by Dr. Beaudin. Seconded by Mr. Favret, all in favor.

Submitted by,



Sharon L. Humm  
Town Clerk



# Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: January 13, 2017  
To: Sharon Humm  
From: Sergeant Thomas S. Phelps  
Re: Sheriff's Office Report-Chesapeake Beach

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In December 2016, the Sheriff's Office handled 378 calls for service in Chesapeake Beach. This is up from 263 calls in November 2016.

Call Breakdown for December 2016:

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

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

Of the 378 calls, we handled:

- 3 Thefts
  - Skateboard and Scooter from Bayfront Park (Under Investigation)
  - Unauthorized Use of a Vehicle/ D Street (Closed by 2 Arrests)
  - Items taken from UNLOCKED Vehicle/ Bayside Rd (Under Investigation)
- 2 Destruction of Property
  - Eggs thrown at several houses and vehicles in Richfield Station (Closed Administratively)
  - Damage to Door from Possible Attempted Burglary (Under Investigation)
- 5 Marijuana Civil Violations
- 2 Heroin Overdose Non-Fatal
- 1 Disorderly Arrests
- 1 Trespassing Arrest
- 4 DUI Arrests

December 2016 Calls for Service

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hung Up	2	30	Firearms Complaint	0	6	Prowler	0	3
Abandoned Vehicle	2	21	Fireworks Complaint	0	11	Relay	0	3
Accident	8	129	Follow Up	5	71	Robbery	0	1
Alarm	13	116	Found Property	0	21	Sexual Assault	0	2
Animal Complaint	2	18	Fraud	1	22	Special Assignment	4	72
Assault	0	16	Harassment	1	16	Stolen Vehicle	2	7
Assist Motorist	7	89	Illegal Dumping	0	3	Summons Service	2	33
Assist Other Dept	3	52	Industrial Accident	0	1	Suspicious Person	1	59
Assist Sick/Injured	6	64	Indecent Exposure	0	1	Suspicious Vehicle	13	111
Attempt to Locate	10	48	Intoxicated Person	0	18	Tampering with MV	0	1
BioChem/ Susp Package	0	1	Loitering	0	7	Telephone Misuse	0	0
Burglary	1	14	Lost Property	0	1	Theft	5	89
CDS Violation	0	16	Loud Party/ Music	0	30	Traffic Complaint	10	109
Check Welfare	8	124	Mental Subject	1	5	Traffic Control	0	2
Conservor of Peace	2	27	Missing Person	2	9	Traffic Enforcement	7	77
Destruction of Property	2	41	Neighborhood Dispute	0	5	Trespassing	3	38
Death Investigation	0	2	Notification	0	5	Unauthorized Use MV	1	5
Disorderly	4	109	Parking Complaint	0	53	Unknown Problem	0	9
Domestic	5	105	Patrol Check	237	2028	Violation Protective Order	0	2
Escort	0	1	Person with Weapon	0	1	Warrant Service	8	42
Eviction	0	16	Police Information	0	60			
Fight	0	8	Protective/Peace Order	0	11	Total Calls	378	4097

	Month	Year		Month	Year		Month	Year
DUI Arrest	4	28	CDS Arrest	0	18	Other Arrest	2	37
Civil Marijuana Citations	5	26	Non Fatal Overdose	2	17	Fatal Overdose	0	2



Jay Berry  
Public Works Administrator

January 19, 2017

Water leak- A water line that feeds the PSI sensor at Harbor Road Well house froze and burst. It was relocated and repaired.

Wet wells- We received pump 3 at Mears Ave wet well on 1/3/17. This pump is now installed and running. Pump 1 at fishing creek wet well has failed and was replaced with our spare on 1/11/17. Next Month we will be performing preventive maintenance on our Dri-prime pumps.

Water meter/MXU- The drive around meter reading was completed at the end of the 2016. We are now getting manual and hand held readings to complete the process.

Flushing- The last round of flushing for this year was completed in November. We will be flushing the lines again in early March of 2017.

Ball fields – The ball field, concession stand and bathrooms have all been winterized for the off season.

Rail Way Trail - The rain barrels on the trail were removed until spring. We have worked with a contractor to repair and replace some of the solar panels and cameras on the trail.

Water park - I am meeting with contractors and the water park staff/committee weekly to prepare for the upcoming season.

SHA bridge- This project is starting to ramp up. You might already know this as I am sure you have sat in the traffic just like me. This is a SHA project that must be completed. We are working with the State Contractors daily to assure the Town's utilities/assets are relocated and not damaged in this project.

Snow removal – We have had our first snow for the season. This happened to land on a weekend when most people are home. I want to stress the importance of having vehicles off the street when they are calling for snow. Every car on the street slows down our effort of snow removal. Thank you for your help.



# MEMORANDUM

**TO:** Mayor and Town Council  
**FROM:** Bill Watson, Code Enforcement Officer  
**DATE:** January 19, 2017  
**SUBJECT:** Code Enforcement Status Report

Building Maintenance		
Location		Status
3911 27 <sup>th</sup> Street – Paint & Scrape	10/5/2016 - Work continuing 1/12/2017 - Rear not completed	
8315 Bayside Road – Paint & Scrape	11/21/2016 - Spoke with Contract purchaser. Plans to demolish house and has contracted Barrett & Assoc. to do Permit Plans & Gary Luckett as builder. 11/30/2016 - Spoke to Gary Luckett and discussed Wall Check, Habitability inspection & BRL Concerns 12/2/2016 - Discussed several matters of tear down & re-build with Gary Luckett 12/20/2016 – Sold... Plans hoped to be submitted next week for various permits	
7515 B Street – Vacant House, several Violations	Board of Appeals approved plan, Zoning Permit granted, County permits applied for.	

Zoning		
Location		Status
Autumn Crest Court – Construction W/O Permit	10/30/2016 - E-mail from Zoning Administrator with allegations of construction onto HOA Property, possibly onto Forest Protection Area, Construction w/o permits 11/10/2016 - Site Inspection. 2 Townhouses overbuilt. Must research addresses Chris Jakubiak handling, for the moment, at least	
8226 Elm Lane – Constructing Deck W/O Permit	Board of Appeals heard case, approved request. Deck will remain with only placement of a latticework screen to hide underside of deck. Permits applied for	

In the Works		
Location		Status
3319 Chesapeake Beach Road - Vines, Scrape & Paint. 2 rental units 11/3/2016	11/3/2016 – Received additional complaint - 2 rental units in same house. Zoning Violation as well as water billing issues due to not adding 2nd "Ready to Serve & Bay Restoration Fee to quarterly bills. 11/10/2016 - Inspected - No Change on stump in rear yard. Documented 2 apartments based upon A & B designations at east	



Location	In the Works	Status
8216 Bayside Road – Inoperable Vehicle, Improper Storage, Vines, South House not on water billing system	side & south side doors. 11/22/2016 - Spoke to Owner - Confirmed that there are two units. Explained the water billing ramifications. He seemed OK with that. Follow-up with e-mail or letter 11/10/2016 - Inspected. 11/22/2016 - Spoke to owner. Confirmed that no water meter for southern house. served from Northern house, both on separate lots, though on same deed. Asked to e-mail with all issues.	
7505 H Street – Numerous violations	1/11/2017 - Left phone voice mail to Chris Jakubiak as he is apparently pursuing Zoning Matters on this case. Just received and photo-documented	

Location	Court Cases	Status
3915 27 <sup>th</sup> Street – Dangerous entrance stoop, window & sliding glass door frame on front of house need Scrape & Paint	12/16/2016 - Judge gave until 1/2/17 to abate, else Town may assess a \$25/day/violation, until abated. More when order is received.	
8216 F Street – Dangerous House, Vine covered, Front stoop fallen off, gutters missing	1/3/2017 – Photo-documented the fact that NO WORK has been done, which violates the Court Order. Emailed Pics to Town Attorney to prepare order to enforce fines. 1/11/2017 - Received subpoena to testify in Circuit Court 4/4/2017	
7516 Old Bayside Road – 12 Citations	12/16/2016 - Attorney indicated that the Court had granted a 60-day postponement. New Court date 2/13/2017. Lot has been sold to adjoining neighbor 1/3/2017 - Drove by. Seems that some vines on front of house have been removed 11/16/2016 - Still have not received consent orders. E-mailed Attorney to see if they had. Attorney will contact Court. 11/10/2016 - Inspection - No Apparent changes. 1/10/2017 - No Apparent changes.	



Recently Resolved Items	
Location	Status
7624 C Street – Paint & Scrape	Abated as of 1/12/2017
8256 D Street – Paint & Scrape, Vines, Trash	Abated as of 1/3/2017
3815 28 <sup>th</sup> Street – Inoperable Vehicle	Abated as of 1/12/2017
7625 B Street – Construction Debris	Abated as of 1/12/2017
7629 B Street – Bulk Item	Abated as of 1/12/2017
7636 Bayside Road – Bulk Trash	Abated as of 1/12/2017
8309 Bayside Road – Bulk Trash	Abated as of 1/12/2017
8319 Bayside Road – Bulk Trash	Abated as of 1/12/2017
7524 C Street – Trash	Abated as of 1/12/2017
7680 Old Bayside Road – Grass	Abated as of 1/12/2017
7685 Old Bayside Road – Bulk Trash	Abated as of 1/12/2017

Year-To-Date Summary			
Violation Type	Cases		
	Closed	Active	Old Active
Building Maintenance			
- Dangerous Building		1	
- Debris	1		
- Deck			2
- Disorderly Storage			
- Gutters			
- Scrape & Paint	2	4	
In Court		4	
Property Maintenance			
- Bulk Trash	5		1
- Fence			
- Grading			
- Grass, Weeds	1		
- Trash	1		
- Tree			
- Pool			
Health Department Referral			
Vehicle Related	1	2	
Zoning		5	
<b>TOTALS</b>	<b>11</b>	<b>16</b>	<b>3</b>

**TOWN OF CHESAPEAKE BEACH**  
Engineering Report**NEW BUSINESS**

**Fishing Creek Bridge (MD Route 261)** – The general contractor is Wagman Construction. BGE is still completing the conduit beneath Fishing Creek to run their lines underground from Mears Avenue to Gordon Stinnett Avenue. MSHA and contractor coordination meetings continue on the existing water and sewer utilities. Work on these relocations has begun. Shop drawing reviews, utility installation discussions, and inspections during construction will be ongoing. The Papa John's has been shut down. BG&E is back at work on the relocation efforts. Piling work is now scheduled to start in the late summer with sheet piling to follow. Water line and sewer work has begun and is anticipated to go through the end of the summer for the first phase. The second sewer phase fronting Fast Stop and Traders is scheduled to begin the 3<sup>rd</sup> week of December pilings should begin in December or early January.

Current Update: Piling work is underway and will continue for months to come. The first phase of the town sewer relocation up to Traders is complete. Sheeting tiebacks for the northeast retaining wall section is currently being installed.

**Fishing Creek Dredging** – We have prepared plans and bid specifications to remove material from the existing spoil facility in preparation of future dredging. MDNR has performed the Fishing Creek channel bottom survey to determine how much time we may have before the channel needs to be dredged. A copy will be presented at the council meeting for review. We will need to continue to search for viable offsite properties to take the dredge spoils to make the project as economical as possible. Bid packages are prepared with current soil testing and placement testing. Bids received are incomplete as the lack of allowable land application receiving sites has delayed responsible bids. We have met with two potential receiver sites in Anne Arundel County as a potential locations. Once one of these are approved, the bids can be completed and brought to the council for consideration. The receiver site contractors have visited the spoil site and have taken samples to determine what soil amendments may be needed to place the soil (drying lime and/or cement). We have located three potential locations going to the north. We have met with each and have been requested to provide soil samples. The soil samples are currently being tested for environmental compliance (i.e., heavy metals). One sample has comeback within acceptable limits. The other two results are due September 11, 2016. All results have been forwarded to MDE for analysis and approval. We have sent letters to the United States Army Corp of Engineers, the Honorable Steny Hoyer and the Honorable Barbara Mikulski to request dredge funding be made available with the next two years. MDNR has reconfirmation our \$125,000 grant for dredge removal from the spoil site. We have applied for a dredge application to dredge a 600 foot long channel portion from the end of the Windward Key stone jetty west to the Rod N Reel wood break wall (attached) in anticipation of the need to ensure that the channel depth will be maintained until a federal dredging project moves forward.

Current Update: As was the case in 2011, the 600± foot stretch of the Fishing Creek federal channel is filling in with sediment at a high rate and needs some dredging work. We have heard

from the charter boat captains that this stretch will start to prohibit a half dozen or so of the larger charter boats from utilizing the channel this spring at the current channel filling rate. The town notified last September the Corp of Engineers and our state and federal delegation that a federal dredge will be needed very soon and we need their assistance to provide the resources necessary to make this happen. So far the federal government has not provided a commitment to dredge the channel. Therefore, we recently reached out to the Maryland Department of Natural Resources (MDNR) and have requested their assistance to help fund this 600 foot portion of the dredge. They are very supportive of our request and we hope they will find funds in the coming months to make this happen. We have asked MDNR for a \$100,000 grant to cover the work. We also will be bidding this work out soon. In case MDNR does not provide any of all of the grant funding requested, I have asked the mayor to consider for council approval funding up to this amount to cover the work.

**Purple Pipe** – We are developing layouts for installation of the pipe to serve the Route 260 landscaping areas and Kellams Field. Operation of the system will commence with later stages of the ENR project. We have outlined the 4” pipe connection location to tie into the discharge pipe. This pipe will go in after completion of the denitrification filters (no new updates). I attended an MDE meeting regarding installation and use. The new guidelines are issued and the permit is being finalized. We met with MDE to discuss our permit application again on October 10, 2016. We anticipate filing with the WWTP discharge permit update in January with a new permit issuance in May/June, 2017. We met with Calvert County on December 5, 2016 to request the required 10-year water comprehensive plan amendment to include the purple pipe project as requested by MDE.

Current Update: We have filed for the comprehensive plan amendment with Wayne Raither of the Calvert County Water and Sewer Division.

**MD Route 261 Sidewalk** – New funding opportunities have been presented to the town by the state thru MDOT and possibly SHA. SHA came to the Town last month to review potential sidewalk crossings and placement issues as well as parking issues at Bayfront Park. In response, Connie O’Dell and I have prepared a package to request 80% grant funding for the 261 sidewalk installation. Bid packages will be assembled to request a design/build project to be funded by the Town. Once it is known if the project will use State funding or Town only funding. The State has granted the first part of the award for engineering and permitting of approximately \$125,000. We met with MSHA for a kick off meeting to gain timing details we will be receiving a MOU in January outlining the details.

Current Update: We are still waiting for the state (MSHA) MOU.

**Richfield Station** – A request has been made to BGE to relocate two existing poles at the entrance of Harrison and MD Route 260. A follow up inquiry has been made and BGE and a field meeting was held October 13, 2014. Councilman Combo, Krahling and I met with BGE. BGE provided follow up cost of \$101,000 to relocate poles. We have requested SHA right-of-way information, BG&E pole location plans and topographic maps to prepare a sight distance plan to begin discussions with SHA and BG&E over the possibility of moving the poles. We are awaiting the BG&E pole installation plan. The SHA plats are now available and BGE has reached out to us and has provided dates to meet in March. A meeting was held in March to discuss the BG&E proposal further. An updated cost estimate was prepared by BG&E at a cost

of \$108,500 (see attached). This does not include Verizon and Comcast relocation. These additional costs have been requested but have not been received yet. A letter has been drafted to go to SHA, BG&E, Verizon and Comcast putting them on notice that the Town does not believe that should be responsible to carry this cost. A letter was sent to the SHA on July 10, 2015, Douglas H. Simmons requesting the State fix this problem. SHA is currently investigating the situation per letter from Douglas Simmons. We expect a response soon and have reached out to SHA to determine when we might expect their review. A response was provided from SHA (see attached). A letter has been sent to the State requesting an updated traffic study be considered for placement of a signal at the entrance to Richfield Station. A meeting with SHA district engineers was held last month to discuss this and other pedestrian access issues. They are going to revisit the situation and get back to us with a possible solution(s). A new but related issue has arisen regarding drivers taking a left hand turn into oncoming traffic from eastbound Route 260. I contacted SHA to discuss possible alternatives to help with this issue and to get an update on their review of the line of sight issue. We have added new turning movement striping in Harrison - closer to Rt. 260. The do not enter signs have also been moved further east to be seen easier by a car stopped at the stop bar. A request to BG&E, Comcast and Verizon has been made to obtain formal construction quotes and a timeline to relocate the poles (4) on the MD 260 eastbound approach to Harrison Boulevard. I received a call from the new BGE project engineer on October 14, 2016. A meeting is scheduled with MDE for November 16, 2016 to review the project again. A cost proposal from BG&E will follow in mid-December.

Current Update: The BG&E proposal was received and totaled \$258,000. As a secondary option, we are requesting proposals for performing traffic warrant study to look at the possibility of a new traffic light in lieu of the BG&E pole relocation option.

**Veteran's Park** – The first phase of construction is complete (demo and new walks). Benches have been ordered from Victor Stanley. We hope for an installation in mid-December. (No new update)

Current Update: No new update.

**WWTP** – The primary activity was computer programming, system testing and punch list items. The final walk thru was held on Monday November 7, 2016.

Current Update: Punch list items are down to a minimum and the new grit/rags screen is in place and working wonderfully. We will be closing the project out over the next two months and begin the one year break in period.

## **OLD BUSINESS**

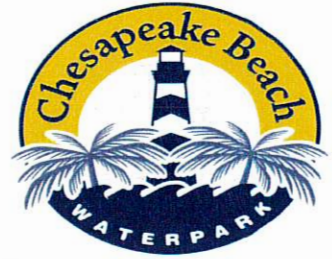
**Kellams Field** – We have received design parameters from American Irrigation to determine the connection needs (pressure & volumes) for the purple pipe. This work can be performed in conjunction with the WWTP upgrades. We hope to install most of the improvements upon approval by MDE. (No new update)

**Trail** – Concept site plans for a Trail extension from the Trestle and thru the Richfield Station Rail bed have been developed and provided to the Critical Area Commission and the State Highway Administration (SHA). We are currently researching critical area woodland mitigation

possibilities and property title issues (we spoke to the Title Abstractor Terry Erder on 1/9/13 and more research has been completed – an extensive report has been compiled from Terry which she believes gives title to the town). We are currently seeking guidance from title attorneys and the town attorney to gain title insurance. Preliminary Environmental studies are complete to move forward with the Trail extension plans and the Critical Area Commission has requested a meeting to help move us through the process. The meeting was held and they presented several mitigation programs. We also marked in the filed the trail alignment for a field review by the C.A.C. The C.A.C. approved the concept plan. A final title report has been delivered which outlines that the Town does have title to the trail bed through Richfield Station. There are a few old development bank liens that need to be cleaned up and the attorney is moving forward getting this done. The attorney has presented closure documents for signature by the lien holders. A meeting with the RSHOA will be scheduled in the coming months. (No new update)

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## Water Park Report

Marilyn VanWagner, General Manager Water Park  
January 19, 2017

**Staffing** – Final selections for all Lifeguard Supervisors have been made for the 2017 Season. Classes for the Jeff Ellis, ILTP™ International Lifeguard Training program have been selected for each Supervisor according to their availability and geographic location of the classes offered. Supervisors will be enrolled within the next week.

The Water Park website is now accepting requests for employment for the 2017 Season. Anyone interested in working at the Water Park this summer should go to the Water Park website and sign up for orientation for the position of their choice. All interviews will be conducted at orientation.  
<http://www.chesapeakebeachwaterpark.com>

**Season Passes** - The Early Bird Discount for Season Passes is still being offered until January 31st. These Season Passes make great gifts for birthdays and special occasions. Your family member or special friend can enjoy your gift of "fun in the sun" all summer long. Also, back again this season, Season Pass holders will experience a 20% discount on all of our food purchases and store purchases for the entire season. Also when you make your Season Pass Purchases on-line, you will have your choice of two different Souvenir cups both offering additional savings on beverages in the park. We will open early the first couple of weekends so that Season Pass Holders can get in early and get their pictures taken. Season Pass holders also enjoy entry to Night Slides, Character Days, Adult Swim, and all other special events. <http://www.chesapeakebeachwaterpark.com>

**Event Planning** – A few of the many events that we are currently reviewing and modifying for this season are: The World's Largest Swim Lesson, Night Slides, Character Days, Chesapeake Beach Appreciation Days, Swim Lessons, Adult Swim and the Employee Appreciation Party.

**Store** - Our store is going through many more changes this season. We have purchased many new products and look forward to showing them to you when we open on May 27<sup>th</sup> !

**Wait Staff** We hope you enjoyed our outdoor wait staff last season. Our guests enjoyed avoiding the lines at the Beachcomber Grill and having food brought to them. The program was a success and we plan to bring it back for the 2017 Season.

**Budgeting** – All budget categories for FY 2018, are being analyzed in preparation for the upcoming budget meetings.

**Maintenance/Upgrades**- We are working on many maintenance items. Some will be performed by our Maintenance Tech as time permits and some will be completed by a third party.

- Painting the Exterior of the Blue Slide
- Repairing of the fiberglass for the interior of the White Slide
- Painting the Slide Tower
- Replacing the sand in the Main Pool Sand Filter
- Replacing all Safety Pads in the Main Pool
- Repairing the "floatables" in the main pool.
- Painting all trim and soffits on the octagon building.
- Repairing and touching up all Baby Slides



**Chesapeake Beach Wastewater Treatment Plant Report**  
**Jon Castro, Superintendent**  
**January 19, 2017**

**Plant Operation:**

The ENR Upgrade Project is finally coming to a close. The final progress meeting with Bearing Construction and Whitman, Requardt & Associates was held 1-12-17. The remaining issues left in this project were discussed and should be worked out by the end of January 2017. MDE is scheduled to tour the plant on 1-13-17 to sign off on completion of the project.

A test on the filters was started on November 15, 2016 and will last for 30 days. Samples will be collected and a lab will pick them up and perform the required analysis on the filters. The test was completed on 12-25-16 and we are waiting for the final report.

On 12-7-16, the plant had an incident with the new De-nitrification Filters. The filters malfunctioned and caused an increase of flow into the plant along with over one inch of rain. This caused the plant's Clarifier to overflow its sludge blanket level. All sludge was contained within the plant's filters and did not spill over into the discharge Effluent. All plant spill containment steps were taken and after a week of cleaning the filters, they were put back on line.

RRH Construction began the work to enclose the sludge loading area for the Sludge Filter Press on 12-15-16 and will be finished on 1-13-17.

The new barscreen was installed on 1-4-17 and put in operation on 1-5-17. Bearing Construction installed the barscreen with the manufacturer rep from Aqualitec overseeing the installation. The barscreen is online and removing rag debris before entering the plant pumps and the entire plant operation as planned. Plant staff with the help of Public works performed a flow bypass to the plant in order to install the barscreen.

The plant had another filter malfunction on 1-12-17. This caused the same problem as on 12-7-16. The Leopold Filter reps have been working on the problems we are having with the filters but we are still having problems. I have asked to get these issues worked out or we may have to bypass them until it is fixed. I will take the staff over a week to get the filters cleaned. The staff were able to contain all sludge within the plant and no spill occurred to the Effluent discharge.

There were no incidents to report in the plant's Solids and Handling Operation or the Lab Sampling Operation with Old Line Hauling and Chesapeake Labs. The new press was put on line 9-30-15. The new hauling contract will take effect on June 30, 2016 with Old Line Inc.

Plant operations for this monthly report did use the Shell Fish Tank on 4 occasions. These were due to heavy flows from rain and filter malfunctions.

The plant had one emergency alarm for this report period. This was an Influent Pump failure. An operator responded to the alarm and reset pump. This was due to heavy flow into the plant from rain.

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

**Future Projects:**

To complete the ENR Upgrade Construction. The projects noted in the Capital Projects request are also in progress to be completed within the completion date or within two years after the ENR Upgrade.





Connie S. O'Dell  
Utilities Billing Administrator  
Community Development Director

January 19, 2017  
codell@chesapeakebeachmd.gov

## Water & Sewer/Community Development/Special Events

### Utilities – Water/Sewer Billing

Quarterly billing meter reading and processing is complete as of today, Friday, January 13, 2017. Representatives for Tyler are pulling the pre-billing data today. I will then run the billing process and post on Tuesday, January 17. Bills will be mailed on Wednesday, January 18.

All data pulls and teleconferencing with Tyler Technologies continue to occur. The UB Conversion has begun. We are still on schedule to do our last billing from the current system in April of 2017. During that billing cycle, we will bill from both systems and do a comparison of the data to insure that the migration has been successful. New bill forms and door hangers have been chosen and will be ordered this month.

Town Hall will be closed from 8:30 – 10:30 on January 31, 2017 for Purchase Order Training on the new Incode Tyler computer software.

### Community Development

- **SHA – Bridge Replacement**

The monthly construction progress meeting was held on Wednesday, December 21, 2016 at the State Highway building in Prince Frederick. Notes from that meeting's minutes have been received as of this writing. Noticeable work is now being done daily. We are currently seeing one lane, flagged traffic and will continue to experience traffic delays. As a reminder, there is a SHA Bridge Construction link on our website. The address is: <http://www.chesapeakebeachmd.gov/Project-FishingCreekBridge.htm> The next partnering meeting will be held on January 18, 2017, at 10 am at the Chesapeake Beach Field Office.

- **Mayor's Night Out**

Mayor Mahoney has removed "Mayor's Night Out" from the monthly calendar of events and will call special Mayor's Meetings as he sees the need.

- **2017 Town of Chesapeake Beach Calendar**

Literally thousands of calendars have been distributed throughout the Town and some even going overseas. Please stop by and get more if you need them. Also, please feel free to begin sending photos for the 2018 edition.

- **Veterans' Memorial Park**

As of this writing, we do not have word on the arrival date of the new benches, but it will probably be after the holidays. The landscapers and Public Works removed all of the overgrown vegetation along the north side of the park. The remainder of the new plantings will be installed this coming spring.

- **Holiday Lights**

Decorations are being removed throughout the month of January and the crews will also spend some time making repairs and creating inventory sheets. I am requesting a general fund budget amendment for the purchase of 4 – 5 new features to be installed in Veterans' Park next holiday season. The feature display units are on sale in January and February for 33% off the retail price.

- **CBOCS Annual Meeting**

I will be helping Chairman Bacon facilitate the meeting on January 21, 2017 at 9:30 am. The public is cordially invited to attend. We will introduce a new and exciting program at the meeting called the "National Mayor's Challenge for Conservation." The program will take place during the month of April, Earth Month; stay tuned!

- **Fireworks & Barge RFP's**

The RFP's for both the barges and the pyrotechnics show will go out to bid the week of January 23 with the anticipation of approval in March.

**Please Note: Town Hall will be closed on January 31 from 8:30 – 10:30 am for software training.**