



PUBLIC HEARING MINUTES
November 16, 2017

Patrick J. Mahoney, Mayor, called the public hearing to order at 6:50 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, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Elissa Levan, Town Attorney, Laurie Smith, Town Treasurer, James Berry, Public Works Administrator, Paul Woodburn, Town Engineer, Connie O'Dell, Code Enforcement Officer, Marilyn VanWagner, Water Park General Manager, and Jon Castro, WRTP Superintendent, Absent were Christopher Jakubiak, Planning and Zoning Administrator and Lieutenant Naughton.

The Mayor opened the public hearing by reading into the record Ordinance O-17-20.

Ordinance O-17-20, 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, 2017 to June 30, 2018 to transfer funds in the amount of Ten Thousand Dollars (\$10,000) from General Fund Capital Expenditures to Holiday Lights maintenance.

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

There being no further comments, the hearing was adjourned at 6:54 p.m. on a motion by Councilman Jaworski. Seconded by Councilman Cumbo, all in favor.


The Mayor opened the public hearing and read into the record Ordinance O-17-21.

Ordinance O-17-21, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending Chapter 66 of the Town Code, "Travel Expenses", Section 66-2, "Expense Justification", Section 66-4, "Per diem allowance for lodging and Meals", and Section 66-5, "Reimbursement claim procedures", to provide for payment of employee claims for reimbursement for expenses related to town business without approval of the Town Council, to extend the time period for filing claims from thirty to sixty days, to establish limits on lodging reimbursements, and generally to clarify the circumstances under which payment of claims for expense reimbursement requires the approval of the Town Council.

The Mayor stated he believed this ordinance was going to be tabled at the appropriate time but still would like to hear from the public if there be any comments. No comments were received.

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

Submitted by,


Sharon L. Humm
Town Clerk



**MINUTES OF THE
TOWN COUNCIL MEETING
November 16, 2017**

- I.** Patrick J. Mahoney, Mayor, called the meeting to order at 7:00 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, Holly K. Wahl, Town Administrator, Sharon L. Humm, Town Clerk, Elissa Levan, Town Attorney, Laurie Smith, Town Treasurer, James Berry, Public Works Administrator, Paul Woodburn, Town Engineer, Connie O'Dell, Code Enforcement Officer, Marilyn VanWagner, Water Park General Manager, and Jon Castro, WRTP Superintendent. Absent were Christopher Jakubiak, Planning and Zoning Administrator and Lieutenant Naughton.

- II. Pledge of Allegiance.** Councilman Cumbo led the Pledge of Allegiance.

The Mayor asked a moment of silence for the passing of Baltimore Police Detective Sean Suiter, an 18-year veteran with the Baltimore Police Department.

- III. Approve the Agenda.**

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

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

- V. Approval of the minutes of the October 19, 2017 Public Hearing.**

MOTION: Councilman Morris moved to approve the minutes of the October 19, 2017 public hearing. Seconded by Councilman Favret, all in favor.

Approval of the minutes of the October 19, 2017 Town Council meeting.

MOTION: Councilwoman Beaudin moved to approve the minutes of the October 19, 2017 Town Council meeting. Seconded by Councilman Morris, all in favor.

Approval of the minutes of the November 2, 2017 Informational Work Session.

MOTION: Councilwoman Beaudin moved to approve the minutes of the November 2, 2017 Informational Work Session. Seconded by Councilman Pardieck, all in favor.

VI. Petitions and Communications

- A. Special Presentation** – Councilman Pardieck was honored to share with the Mayor and Town Council, the 2017 Prevention Services Community Connection Award, which was awarded to the Twin Beach Opioid Abuse Awareness Committee on October 23rd by the Calvert County Health Department. Councilman Pardieck recognized, by name, all the members of the committee and had those present in the audience to join him in presenting

the award to the Mayor and Council. The Mayor applauded Councilman Pardieck and his committee on their dedication and efforts towards this cause.

- B. North Beach Volunteer Department** – Mr. Gordy submitted the attached written report but was not present to give the report.
- C. Deputy's Report** –Sergeant Phelps submitted the attached written report and was present to address the Council. Sergeant Phelps brought to the Council's attention an error in his report, stating that the 1 fatal Heroin OD, should read, non-fatal. Sergeant Phelps also commented that all officers are now equipped with a body cam.
- D. Public Works Report** – Mr. Berry submitted the attached written report and was present to address the Council. Councilman Morris inquired as to how involved the Town's public works are with the removal of snow considering the Town contracts that service out and Councilman Jaworski noticed the additional item, "emergency calls" on Mr. Berry's report and asked if he could elaborate on this.
- E. Code Enforcement Report** – Mrs. O'Dell submitted the attached written report and was present to address the Council. Councilman Morris asked the status on the 7791 Stream Walk Way fence situation and also noticed door hangers have been implemented into code enforcement. Mrs. O'Dell stated that yes the door hangers are new to code enforcement and seems to be working well.
- F. Town Engineer's Report** – Mr. Woodburn submitted the attached written report and was present to address the Council. Mr. Woodburn gave a status report on the Harrison Boulevard traffic warrant study and answered questions concerning the Heritage project. Concerning the future dredge, Mr. Woodburn stated that the Corps of Engineers has acknowledged the need for a future dredge and will be seeking to include in the FY19 budget cycle. With that, Councilwoman Beaudin inquired as to how much the town should plan to set aside for the dredge and the timeline in which things would take place. The Mayor asked Mr. Woodburn to put together a timeline for the Council indicating by fiscal year, the project and monies to be associated with the project.
- G. Water Park Report** – Ms. VanWagner submitted the attached written report was present to address the Council. Ms. VanWagner stated she was so pleased with the Rubaroc installed on the octagon and cabana decks. She brought to the attention of the Council the priority of the needed repair of the steel under the tunnel and cave stating this would need to be done prior to the opening of the 2018 season. Councilman Jaworski asked Ms. VanWagner about the Red Cross Aquatics literature the Council received. Ms. VanWagner stated the town is well pleased with Ellis and Associates but is planning to meet with the Red Cross in all fairness.
- H. Water Reclamation Treatment Plant Report** – Mr. Castro submitted the attached written report and was present to address the Council. Councilman Favret asked Mr. Castro to elaborate on the failed electrical inspection at the Plant. Mr. Castro stated all issues have been addressed and is now waiting on another inspection.
- I. Treasurer's Report** – Mrs. Smith commented the Council has received the 1st quarter financial reports and was available to address questions. It was noted that no capital connection fees have been received as of yet.

J. Town Administrator's Report- Mrs. Wahl submitted the attached written report and was present to address the Council. Mrs. Wahl commented that Kathy Clune of the North Beach Neighborhood Watch committee will be posting its quarterly meetings soon, two to be held in North Beach and two in Chesapeake Beach. Also, the Town is currently working with MDE to make changes to the Floodgate. Councilwoman Beaudin asked Mrs. Wahl to elaborate for the audience, the status on the public boat ramps as discussed at the work session.

K. Mayor's Report –

1. The Mayor stated that the "Light up the Town" ceremony will be Sunday, November 26th at Town Hall beginning at 4:30 pm and invited all to come out and join in the festivities. Also the Annual Pat Carpenter Holiday Parade will be held on December 2nd beginning at 12 noon in North Beach.
2. The Mayor presented and read into the record a Proclamation proclaiming November to be Municipal Government Work's month.
3. The Mayor commented on an article in the Chesapeake Current regarding the State of Maryland conducting a Chesapeake Bay Crossing study. The Mayor noted there has been talk around town with concerns regarding this issue. The Mayor encouraged citizens with an interest in this to read the in-depth and factual article in the "Current" to help in shedding light on this subject.
4. Lastly, the Mayor wished everyone a Happy Thanksgiving!

VII. Resolutions & Ordinances:

- A. Vote on Ordinance O-17-20, 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, 2017 to June 30, 2018 to transfer funds in the amount of Ten Thousand Dollars (\$10,000) from General Fund Capital Expenditures to Holiday Lights maintenance.

MOTION: Councilman Cumbo moved to approve Ordinance O-17-20. Seconded by Councilwoman Beaudin, all in favor.

- B. Vote on Ordinance O-17-21, an ordinance of the Town of Chesapeake Beach, Maryland, amending Chapter 66 of the Town Code, "Travel Expenses", Section 66-2, "Expense Justification", Section 66-4, "Per diem allowance for lodging and Meals", and Section 66-5, "Reimbursement claim procedures", to provide for payment of employee claims for reimbursement for expenses related to town business without approval of the Town Council, to extend the time period for filing claims from thirty to sixty days, to establish limits on lodging reimbursements, and generally to clarify the circumstances under which payment of claims for expense reimbursement requires the approval of the Town Council.

MOTION: Councilman Favret moved to table this ordinance. Seconded by Councilman Pardieck. Ayes, Councilmen Cumbo, Favret, Jaworski, Morris and Pardieck. Opposed, Councilwoman Beaudin. **Motion Passes.**

- C. Introduce Ordinance O-17-22, 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, 2017 to June 30, 2018, to transfer funds in the amount of Fifty Thousand Dollars (\$50,000.00) from unallocated reserves to the General Fund line item "Grants to Local Organizations" for the purpose of making a grant to the Calvert Health Center. **A public hearing will be held beginning at 6:50 pm prior to the next regularly scheduled meeting.**

- D. Introduce Ordinance O-17-23, an ordinance of the Town Council of Chesapeake Beach, Maryland, authorizing the termination of a lease agreement with the Maryland Department of Natural Resources for the operation of public boat ramps and the placement of a restrictive covenant on town property to maintain the boat ramps as public boat ramps, for and to the benefit of the Department of Natural Resources, and authorizing the Mayor to execute a lease termination and release agreement and covenant and agreement on behalf of the Town of Chesapeake Beach, Maryland. **A public hearing will be held immediately following the public hearing on Ordinance O-17-22.**

VIII. Report of Officers, Boards and Committees:

- A. **Planning & Zoning Commission** – There was a meeting held November 8, 2017. Mr. Jakubiak submitted the attached written report and Commission member Jeff Foltz was present to address the Council. The Commission approved revisions to the site plan for Mama Lucia's regarding vehicle parking within the right-of-way of 29th Street. With those revisions, the Commission recognizes a license agreement between the Town and owner would need to occur. The Mayor stated that the Town attorney is preparing a draft agreement in which the Council will discuss at their December 7th work session.

- B. **Board of Appeals** – There was no hearing held in November.

- C. **Ethics Commission**– No report was submitted.

- D. **Chesapeake Beach Oyster Cultivation Society** – John Bacon submitted the attached written report and was present to give the report.

- E. **Economic Development Committee** – Councilman Jaworski reported the committee met last evening. Discussions continue on economic development for the Town. The committee will meet with the Zoning Administrator in regards to parking in town, and meetings continue with the North Beach economic development committee in an effort to combine activities so as to benefit both towns with the thought in mind that what's good for one town is good for both. One definite event moving forward will be the Taste the Beaches event which is planned for September 8, 2018.

- F. **MML Report** – Councilman Cumbo reported the SMMA held its chapter meeting November 8th and thanked Councilman Pardieck for his attendance. Councilman Cumbo commented that Annapolis held their election this month and now has a new mayor, Gavin Buckley.

G. Twin Beaches Opioid Abuse Awareness Coalition – Councilman Pardieck reported that December 13th is the fourth and final community forum for 2017. This will be a resource fair with various resource providers and will be held at the Northeast Community Center.

H. Walkable Community Committee – Councilman Favret commented he recently met with Co-Chair Charles Fink and they will be approaching several individuals with a request to join the committee. They will then begin working to define community goals and then outline their next steps.

IX. Unfinished Business:

1. Councilman Cumbo wanted to thank the Mayor and Mrs. Wahl for looking into a rental inspection program he had previously brought to the Council's attention.

X. New Business:

1. Council to consider awarding a contract to McDonald & Eudy for the purchase of 9,000 calendars in the amount of \$5,640 with a delivery charge of \$850 for a combined total of \$6,490.00.

MOTION: Councilman Jaworski moved to approve awarding a contract to McDonald & Eudy for the purchase and delivery of 9,000 calendars in the amount of \$6,490. Seconded by Councilman Favret, all in favor.

2. Council to consider the approval of two expense reimbursement claims.

The Mayor stated two expense reimbursement claims were submitted for reimbursement by two Council members for expenses incurred while on Town business. One in the amount of \$56.17 and the second in the amount of \$276.72, for a combined total of \$332.89. The Mayor is requesting Council approval for reimbursement of these expenses.

MOTION: Councilwoman Beaudin moved to approve two expense reimbursement claims in the amount of \$332.89. Seconded by Councilman Favret, all in favor.

XI. Public comment was received by:

1. Susan Webster-Page of 3907 27th Street thanked the Mayor for his comments on the Chesapeake Bay Crossing study.

2. Shannon Bowser of 8319 Bayside Road inquired as to whether further public input would be received on the Mama Lucia's matter. The Mayor replied yes.

XII. Council Lightning Round:

1. The Mayor took the opportunity to state that this month will conclude one year as a group and wanted to express his sincere gratitude to the Town Council, Town Staff and the support of the citizenry.

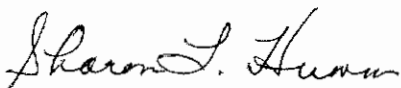
2. Dr. Beaudin wished everyone a Happy Thanksgiving!

3. Mr. Cumbo stated he and Councilman Pardieck hope to begin working on the HEAL Cities project next week. Mr. Cumbo mentioned that during the SMMA meeting it was recognized that North Beach has an electric car charging station, and with Chesapeake Beach being a destination town, suggested, if feasible, perhaps it be something the town might want to explore.
4. Mr. Jaworski wished everyone a Happy Thanksgiving and looks forward to seeing everyone at the Holiday Lighting ceremony Sunday evening.
5. Mr. Morris thanked the Mayor for his comments and feels honored to be a part of this Council. And though there will be dissention at times on issues, he commented dissent can be a good thing. Mr. Morris shared this quote he read today, "sometimes dissent is the highest form of patriotism". He feels dissent just means people care about issues, trying to find the right balance, and with that, wished everyone a Happy Thanksgiving.
6. Mr. Pardieck thanked everyone for coming out and wished everyone a Happy Thanksgiving.
7. Mr. Favret stated several months ago he talked with the State Highway Administration in regards to the speed limit at the south end of Town. Since that talk, a study has been conducted, and determined that a change in the speed limit was not warranted. Mr. Favret stated he is going to respond to this and ask for reconsideration.

XIII. Adjournment

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

Submitted by,



Sharon L. Humm
Town Clerk



October 2017 Town Stats

EMS Calls for Service

Trouble Breathing - 17

MVC - 14

Altered/Unrespons. - 10

Sick Person - 18

Pain - 8

Diabetic - 2

Seizures - 2

Dizziness - 1

Dog Bite - 1

Chest Pains/Cardiac - 9

Stroke - 4

Laceration - 1

Pedestrian Struck - 1

Bleed - 3

Fall - 19

Area Box - 4

Allergic Reaction - 1

Cardiac Arrest - 6

Assault - 1

Blood Pressure - 1

Rescue Box - 1

Syncope - 2

Over Dose - 5

Burns - 1

Swelling - 1

Withdrawal - 1

Medical Alarm - 5

Choking - 1

Total Calls- 140

Chesapeake Beach- 28

North Beach- 24



October 2017 Town Stats

Fire Calls for Service

Tree Down -1	EMS Assist - 36
MVC - 8	Rescue - 2
Landing Site - 4	Hazmat - 1
Fire Alarm - 6	Service Call - 4
Area Box/Fire - 5	Smoke Invest. – 7

Total Calls- 74

Chesapeake Beach- 21

North Beach- 14

Fundraising- Bingo every Tuesday night.

EMS Drill for October – Infectious Control

Fire Drill for October – Vehicle Stabilization

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: November 6, 2017
To: Sharon Humm
From: Sergeant Thomas S. Phelps
Re: Sheriff's Office Report-Chesapeake Beach

In October of 2017, the Sheriff's Office handled 291 calls for service in Chesapeake Beach. This is up from 270 calls in September 2017.

Call Breakdown for October 2017:

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

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

Of the 291 calls, we handled:

- 2 CDS Violations 1 PWID Marijuana; 1 Suboxone (Closed by Arrest)
- 5 Thefts
 - Internal theft Marina West (Closed by Arrest)
 - Jewelry taken from Residence – 27th St (Under Investigation)
 - Handicap Placard from UNLOCKED Vehicle – Bayview Hills (Under Investigation)
 - Wallet from Fastop – (Under Investigation)
 - Cell Phone from Rod and Reel (Under Investigation)
- 3 Burglary
 - Classroom Trailer at Beach Elem. (Closed by Arrest x 3)
 - Subway (Closed by Arrest)
 - Residence on 28th St. (Closed by Arrest x 2)
- 1 Trespassing
 - Subject Sleeping on Boat at Marina West (Closed by Arrest)
- 1 Fatal Heroin OD
- 1 Unauthorized Use of MV Arrest
- 1 Marijuana Civil Violations
- 1 Disorderly Arrest

October 2017 Calls for Service Chesapeake Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	4	43	Fireworks Complaint	2	14	Robbery	0	0
Abandoned Vehicle	3	15	Follow Up	10	56	Search Warrant	1	2
Accident	10	95	Found Property	3	33	Sexual Assault	0	3
Alarm	15	124	Fraud	3	24	Special Assignment	4	40
Animal Complaint	1	12	Harassment	1	7	Stolen Vehicle	0	3
Assault	1	18	Illegal Dumping	0	0	Summons Service	2	25
Assist Motorist	4	81	Industrial Accident	0	1	Suspicious Person	8	66
Assist Other Dept	2	19	Indecent Exposure	0	3	Suspicious Vehicle	4	80
Assist Sick/Injured	3	38	Intoxicated Person	5	13	Tampering with MV	0	3
Attempt to Locate	18	115	Loitering	0	4	Telephone Misuse	0	1
BioChem/ Susp Package	0	0	Lost Property	0	2	Theft	10	87
Burglary	3	18	Loud Party/ Music	3	17	Traffic Complaint	8	104
CDS Violation	3	29	Mental Subject	0	2	Traffic Control	0	2
Check Welfare	11	104	Missing Person	3	14	Traffic Enforcement	2	49
Conservor of Peace	1	23	Neighborhood Dispute	0	4	Trespassing	1	30
Destruction of Property	3	38	Notification	0	1	Unauthorized Use MV	1	3
Death Investigation	0	3	Parking Complaint	5	54	Unknown Problem	2	8
Disorderly	10	109	Patrol Check	96	1205	Violation Protective Order	1	6
Domestic	6	68	Person with Weapon	1	3	Warrant Service	3	25
Escort	0	2	Police Information	8	63	Kidnapping/Abduction	0	2
Eviction	0	12	Protective/Peace Order	1	19	Sex Offender Registry	0	1
Fight	1	9	Prowler	0	1	Stalking	0	3
Firearms Complaint	4	9	Relay	0	3			
						Total Calls	291	3070

Call Type	Month	Year	Call Type	Month	Year
DUI Arrest	0	23	CDS Arrest	2	28
Civil Marijuana Citations	1	25	Non Fatal Overdose	1	9
			Other Arrest	9	63
			Fatal Overdose	0	4

Notes

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October 2017 Calls for Service North Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hung Up	6	36	Fireworks Complaint	0	3	Robbery	0	1
Abandoned Vehicle	2	12	Follow Up	7	47	Search Warrant	2	4
Accident	5	36	Found Property	4	7	Sexual Assault	0	0
Alarm	3	55	Fraud	0	8	Special Assignment	1	18
Animal Complaint	1	10	Harassment	1	7	Stolen Vehicle	0	3
Assault	2	13	Illegal Dumping	0	0	Summons Service	0	12
Assist Motorist	1	16	Industrial Accident	0	0	Suspicious Person	8	44
Assist Other Dept	0	5	Indecent Exposure	0	1	Suspicious Vehicle	3	27
Assist Sick/Injured	2	28	Intoxicated Person	0	9	Tampering with MV	0	1
Attempt to Locate	11	43	Loitering	0	1	Telephone Misuse	0	0
BioChem/ Susp Package	0	0	Lost Property	0	3	Theft	2	23
Burglary *	1	10	Loud Party/ Music	0	28	Traffic Complaint	3	24
CDS Violation	2	17	Mental Subject	0	0	Traffic Control	0	2
Check Welfare	5	54	Missing Person	0	5	Traffic Enforcement	2	11
Conservor of Peace	0	9	Neighborhood Dispute	0	0	Trespassing	1	10
Destruction of Property	2	28	Notification	0	0	Unauthorized Use MV	0	1
Death Investigation	0	1	Parking Complaint	2	22	Unknown Problem	0	4
Disorderly	2	48	Patrol Check	58	612	Violation Protective Order	0	4
Domestic	0	33	Person with Weapon	0	0	Warrant Service	2	19
Escort	1	2	Police Information	4	27	Tobacco Violation	0	1
Eviction	2	5	Protective/Peace Order	0	7	Alcohol Violation	0	1
Fight	0	2	Prowler	0	0			
Firearms Complaint *	1	4	Relay	0	1	Total Calls	149	1465

Call Type	Month	Year	Call Type	Month	Year
DUI Arrest	1	12	CDS Arrest	1	12
Civil Marijuana Citations	0	4	Non Fatal Overdose	1	9
			Other Arrest	2	18
			Fatal Overdose	0	0

Notes

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To: Mayor & Town Council

From: Jay Berry

Subject: Public Works Report

Date: November 16, 2017

Water leak- We had a 3/8 sending valve fail at our PRV between Richfield Station water tower and Bay View hills. This was repaired by Public Works last week.

Wet wells- We have removed and replaced the rail brackets at Richfield Station wet well. We are in the process of prepping our dri-primers for the winter. The rails at Fishing Creek wet well are the next scheduled project.

Water meter/MXU- We are replacing MXU's daily.

Flushing- The flushing is ongoing. We should be finished at the time of this meeting, weather permitting. Our next scheduled flushing will be in March.

Ball fields – Nothing new to report.

Rail Way Trail – The 5th grade field trips have started. We continue to blow leaves off the trail and remove fallen branches when time permits.

Water Park - We are in the process of winterizing the park now. We have met several contractors to address the steel under the tunnel and headache room.

SHA bridge- The new section of bridge deck was poured in concrete earlier this month. Our sewer and water tie in on the south side is now underway and should be complete by the end of December.

Snow – Yes, I said snow. We our gearing up for this winter, changing out cutting edges, servicing plow motors and everything else to prepare us for snow.

Emergency calls – Since our last Town Council meeting we received 9 emergency calls and responded to 6 of them. I will have a breakdown of these calls to report from now on.



Report by Connie O'Dell to Mayor and Council
 Code Enforcement
 November 16, 2017

Location	Building Maintenance	Status
8216 F Street – Dangerous House, Vines	7/4/2017 - Little work has occurred. 7/31/217 - received 2 photos from owner after demolition of the bad parts of the house. Not much left. 8/2/2017 Inspected to confirm conditions. 10/13/2017 – To re-inspect on 10/16/2017 11/3/2017 – No Change 11/07/2017 – Called the owner; the dangerous portion of the building has been removed. The remaining walls will be used to construct the new building. He will be seeking a permit for moving a small amount of dirt and removal of a tree. Vines are being removed as the weather freezes the foliage out. 11/09/2017 – Will check into the permit and perhaps amend it.	
7410 D Street – Fence in disrepair – Door Hanger*	11/03/2017 – Left a door hanger asking the owners to make repairs. Will re-inspect next time.	
7636 Bayside Road – Dangerous Rear Stairs (No Handrail), Vines	6/19/2017 - Inspected. Observed from Pavement of 17th Street. Observed vines growing up rear stairs & house. Also observed that the stairs have no handrails. 6/22/2017 - Sent Warning Letter. 7/11/2017 - USPS indicates the letter is being returned, unaccepted. 7/14/2017 - Notice posted with 2 citations letter & affidavit 9/15/2017- Inspection made need to add handrail on second stair landing/ vines have been removed. 9/21/2017 – Receive foreclosure letter from attorney. Replied with letter listing the citations attached to the property and adding a third that the rear shed must be repaired or demolished. 10/2/2017 – Received answer stating that the repairs could not be made until the property is vacant. Violations attached to the property. 10/13/2017 – Closed temporarily until foreclosure proceedings are complete.	
8346 Bay Crest Court – Siding was removed and has not been replaced.	11/07/2017 – Called the owner who will tell the contractor that they must be complete within two weeks of contact date.	

Location	Property Maintenance	Status
2537 Crest View Lane – Open Space Area – Tall Grass	<p>7/21/2017 - Developer called. Contractors missed meeting. Developer's assistant will pursue on Monday and get remedied ASAP.</p> <p>7/25/2017 - Re-inspected - no changes.</p> <p>7/28/2017 - received e-mail from interested neighbor of no changes. called & left terse voice message on developer's cell to get the contractor to get it done!</p> <p>8/9/2017 - Developer called. Contractor price exorbitant. Calling local contractors.</p> <p>10/05/2017- Received email from home owner in the area advising that the grass had been mowed in late August, but that it needed to be done again. Reached out to the developer and advised them to please mow again.</p> <p>11/03/2017 – No Change</p>	
7429 B Street -- Lot infested with Kudzu	<p>6/19/2017 - Inspected. Observed from Pavement of B Street. Observed that the lot is badly overgrown with Kudzu.</p> <p>6/23/2017 - Sent warning letter.</p> <p>7/3/2017 - Letter received.</p> <p>7/6/2017 - Co-Owner e-mailed Town Hall requesting a meeting. Meeting scheduled for 7/14/2017 – conflict, not yet rescheduled.</p> <p>9/11/2017- Owner seeking variance for permit to rebuild. If not remedied within the next 4 weeks seek citation for clean up immediately.</p> <p>10/13/2017 – To discuss with Planning & Zoning Admin.</p> <p>11/08/2017 – No activity with P & Z; I will call the owner to clean up or a citation will be issued.</p>	
8730 Bayside Road – Grass & Vines	<p>7/20/2017 - Received text messages that the lot is getting too tall with grass.</p> <p>7/25/2017 - Inspected. Observed from rear alley. Observed grass in need of mowing, small pile of brush by covered vehicle and vines on northern fence line.</p> <p>8/8/20217 - Warning Letter sent</p> <p>9/12/2017 – Notice of infraction letter sent stating that grass should be cut, tree removed or the municipal infraction will be filed.</p> <p>10/13/2017 – To inspect on 10/16/2017</p> <p>11/03/2017 - Closed</p>	
4002 13 th Street – Tree Branches – Door Hanger*	<p>11/03/2017 – Observed a side yard full of tree branches. Left a door hanger to please clean up. Also noticed that the branches were being put into a burn barrel. Instructed that the branches could not be burned in town limits.</p>	

Location	Property Maintenance	Status
3702 Chesapeake Beach Road – Vines	<p>6/19/217 - Inspected. Observed from the pavement of F Street. Observed heavy vines in fence and adjacent trees</p> <p>6/27/2017 - Sent warning letter</p> <p>7/25/2017 - Re-inspected. No change</p> <p>7/28/2017 - Letter returned, unaccepted</p> <p>9/11/2017- Code enforcement seeking additional methods of reaching the owner</p> <p>10/13/2017 – Will re-inspect on 10/16/2017</p> <p>11/8/2017 – Owner called me and we will meet at the premises November 9.</p>	
3911 Chesapeake Beach Road – Vines	<p>6/24/2017 - Inspected. Observed 1 pic from alley to rear, 1 pic from Chesapeake Beach Road. Observed vines growing on fence along east lot line.</p> <p>6/27/2017 - Sent Warning Letter</p> <p>7/7/20017 - Received</p> <p>7/11/2017 - Re-inspected - No Changes</p> <p>7/25/2017 - Re-inspected. No Changes</p> <p>9/15/2017- Vines appear to have been cut, follow up inspection to take place.</p> <p>10/13/2017 – This property has been sold to new owners. They are seeking permits for numerous improvements.</p> <p>11/03/2017 – Lot has been clean up, case closed.</p>	
3919 Chesapeake Beach Road – Vines	<p>6/24/2017 - Inspected. Observed 1 pic from alley to rear, 1 pic from Chesapeake Beach Road. Observed vines growing on fence along west lot line & Chimney.</p> <p>6/28/2017 - Sent Warning Letter</p> <p>7/17/2017 - Received.</p> <p>7/25/2017 - Re-inspected. No change</p> <p>9/15/2017- Connie to contact the owner regarding fence line.</p> <p>11/08/2017 – Owner exploring tearing the fence down.</p>	
3614 29 th Street	<p>10/17/2017 SHA contacted Town Hall about a tree that is overtaking the street (29th Street). I called the owner’s family and they said they would have the tree pruned by October 31, 2017.</p> <p>11/03/2017 – Tree has been trimmed and no longer overhanging in the street. Case closed.</p>	
7410 D Street – Vines	<p>7/11/217 - Re-Inspected. Work in progress</p> <p>7/25/2017 - Re-inspected. Not quite complete.</p> <p>8/23/207- Vine removal still in the process.</p> <p>10/13/2017 – Re-inspect again on 10/16/2017</p> <p>11/03/2017 – Cleaning complete - Closed</p>	
2541 Shady Oak Court – Dangerous tree, very tall grass in rear yard	<p>7/10/2017 - Received e-mail with letter of complaint. Consists of: Dangerous Tree, Tall Grass in rear yard; Parking on Common Area; lawnmower stored under tarp in front yard; Mildew on siding.</p> <p>7/20/217 - Called Complainant. She granted me permission to</p>	

Location	Property Maintenance	Status
3914 18 th Street -- Grass	<p>enter her private property to observe the neighbor's property. Told her once inspected, I would write to her to confirm our discussion and what I observed upon my inspection, if anything and my proposed actions.</p> <p>7/25/2017 - Inspected from Driveway of 2531 Shady Oak Court (With permission of owner). Observed that the rear yard had grass & weeds at least 2.5 - 3 feet tall. Also observed a medium sized Locust tree with one branch over the dividing fence line as well as the upper part of the tree leaning toward the adjoining neighbor.</p> <p>8/8/2017 - Warning letter sent</p> <p>9/15/2017- unresolved, yard debris.</p> <p>10/10/2017 – Inspected and observed that the property is now clean and tidy except for the sticks and twigs from the tree. Talked with the complaining neighbor and she is very happy with everything. I will check one more time on the sticks and twigs.</p> <p>11/07/2017 – Cleaning Complete – Case Closed</p>	
3713 Chesapeake Beach Road – Pool not maintained	<p>7/25/2017 - Inspected. Observed from the pavement of 18th Street. Observed tall grass.</p> <p>8/8/2017 - Warning Letter sent</p> <p>9/12/2017-Owner has not picked up the letter and is not returning calls. Code Enforcement to follow up with a citation.</p> <p>9/15/17- No change, Connie to contact Owner.</p> <p>9/28/2017 – Attempted to contact the owner by phone; no success.</p> <p>10/3/2017 – Posted notice on the property that it must be cleaned up by October 11 or the Town would take action.</p> <p>10/12/2017 – Instructed contractor to do the cleanup and abatement.</p> <p>10/20/2017 - Contractor cleaned the lot and; property owner charged the abatement fee on their utility bill. Case Closed</p>	
3713 12 th Street – Door Hanger*	<p>7/26/2017 - E-mail from Town Hall regarding complaint that the pool is brown, stagnant and a possible source of mosquitos.</p> <p>8/2/2017 - Inspected. Observed from the sidewalk of Chesapeake Beach Road. Observed that the pool liner is pulling away from the south sidewall and the water is brown with some debris in the water.</p> <p>8/4/2017 - Warning Letter sent.</p> <p>9/15/2017- Pool drained almost completely but still shows water. Connie following up.</p> <p>10/13/2017 – Have not been able to contact owner; will re-inspect on 10/16/2107</p> <p>11/03/2017 – Most water is gone from the pool; only residual/rain water left. Case closed.</p>	
	<p>11/03/2017 – Large tree limbs and branches in yard. Left a door hanger explaining the work that needs to be done. Will re-</p>	

Property Maintenance	
Location	Status
7626 C Street – Disorderly rear yard	<p>inspect next time I am out.</p> <p>8/8/217 - Received e-mail complaint from Town Hall. Complaint is that rear yard looks like a dump. Inspect.</p> <p>9/15/2017- Rear yard in bad repair still. Connie following up with Owner.</p> <p>9/28/2017 – attempted to call owner. Left message; no response. Followed with an email; no response.</p> <p>10/13/2017 – I will knock on their door on 10/16/2017</p> <p>10/27/2017 – Issued Warning Letter</p> <p>11/01/2017 – Owner called and acknowledged receipt of letter. Said that they are making progress each day.</p> <p>11/03/2017 – Over one half of the debris has been removed and owner continues to work.</p>
7628 C Street –Disorderly Back Yard	<p>11/08/2017 – Talked with the owner and asked that they replace The lattice work that they have removed from their foundation area and clean up the back yard. I also asked them to help the neighbor clean up the fence row.</p>
4009 Old Bayside Rd.	<p>9/12/2017- Tables and Chairs covered with blue tarp on the grass. Several pieces of plastic and furniture also present and misc. items to be removed.</p> <p>9/15/2017- Tables and chairs removed. Grass is out of compliance.</p> <p>10/13/2017 – Re-inspect on 10/16/2017</p> <p>11/03 2017 – Clean – Case closed</p>
7523 B Street	<p>9/28/2017 – Called the owner and asked that they please cut the grass and remove the weeds from their fence row. Followed up with an email and photos.</p> <p>10/10/2017 – Inspected and observed that the grass and weeds were still there. Called the owner again and left a message.</p> <p>10/13/2017 – Will re-inspect on 10/16 and issue a letter if cleanup has not taken place.</p> <p>10/23/2017 – Owner to contact landscaping company for pricing.</p> <p>11/02/2017 – Receptionist took a complaint about grass and weeds growing up at the property.</p> <p>11/06/2017 – Owner texted to say that the property would be cleaned up by November 8, 2017.</p>

Vehicles	
Location	Status
7508 E Street	<p>9/11/2017- two boats on trailers were parked in the western Tee-Turnaround at the end of the public section of E Street. Registrations were obtained registering the vehicles to address Owner notified of immediate requirement to move the boats.</p>

10/10/2017 – Inspected site; one boat is gone. Will take PW with me to verify that the remaining boat is on town right of way.
 11/03/2017 – Remaining boat is not on the Town property or right of way. Case Closed

3214 Smith’s Retreat

10/06/2017 – Received an email. Neighbors complaining of constant vehicles parked in the cul-de-sac.
 10/10/2017 – Visited the area and noted one vehicle there in the middle of the afternoon. Advised them to seek help from the HOA and to call Calvert County Sheriff’s office for possible ticketing of the vehicles.
 10/18/2017 – As per sheriff’s department, parking in cul-de-sac is allowed as long as no driveways or entrances are blocked. Case Closed.

28th Street

10/11/2017 – Received complaint of a wrecked vehicle on 28th & Bayside. Observed and called County to check out the tags. They found that it is a legally tagged vehicle and notified the owner to have it towed for repair. The owner said they would move it that day.
 10/13/2017 – Will re-inspect on 10/16/2017
 10/17/2017 – Car was towed for repairs. Case Closed

Location	Zoning	Status
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2615 Sansbury Drive

10/30/2017 – Received an email from HOA that the owner wanted to add move footage to their driveway and had begun the process without approval from the HOA or Town permit.
 10/31/2017 – Inspected and found that the asphalt had been installed the evening before or early morning. Gave the owner instructions to get the HOA permission and then come to the Town for permitting.
 11/7/2017 – Emailed to HOA to see if the owner has complied by submitting the application. HOA replied saying that the owner submitted the Architectural Modifications without a plat; the request was denied and she was told to follow up with the County for a plat.

3917 16th Street

11/06/2017 – On drive around observed a large quantity of dirt piled up in the back yard. Talked to the owner who said that he is digging the dirt out to use to level up his backyard, with a retaining wall.
 11/07/2017 – P & Z said that he needs, at least a misc. permit. Emailed owner with instructions to obtain permit and also to install a silt fence around the dirt.

8291 Greenspring Drive – Construction of

7/17/2017 - received e-mail from HOA President. Complains of

	Location	Zoning	Status
additional parking Accessory Dwelling	w/o permit, Illegal	placing driveway pavers, possibly without permit, multiple vehicles in rear yard, possible multiple rental units in house.	<p>Checked ShoreScan - no records, of any type found.</p> <p>7/24/2017 - Drafted warning letter, sent to Chris & Holly for review/comment.</p> <p>7/25/2017 - Inspected. Observed from Greenspring Drive. Observed about 6 vehicles in driveway & on street, all appeared legal. Observed 2 turf-block pavers - one on each side of driveway. Went to Forest Ridge Place to attempt to see into rear yard. Vegetation and board-on-board fence block view into rear yard.</p> <p>7/24/2017 - Warning Letter sent</p> <p>7/26/2017 - Received.</p> <p>7/27/2017 - Received e-mail to call owner. Called to discuss violations and possible remedies. He stated that he, his girlfriend and son along with 2 roommates live in the upstairs bedrooms (6 bedrooms). He collects cars and 2 are in the garage, others in the rear yard. The "active" vehicles are 1 for, girlfriend and each of the 2 roommates for a total of 4 vehicles, which the driveway & paver areas can accommodate, off street. Requested he make 2 Miscellaneous Permit Applications - 1 for Pavers and 1 for Accessory dwelling. He is leaving town for a week. I agreed that I would hold on action until he returns and once applications were made, would rely on Chris for further actions until either approved or denied.</p> <p>7/28/2017 - Received e-mail with Application for Conditional Use for accessory dwelling.</p> <p>8/29/2017: Owner was notified that the parking pad that was added to the house side of the driveway must be removed and returned to a front lawn condition by October 1, 2017. Failure to remedy the violation will place the owner in violation and penalty provisions in the Zoning Ordinance to include legal action including a municipal citation. Owner received a conditional approval for the parking on the left-hand side of the driveway (as seen from the street).</p> <p>8/29/2017: Owner was notified that the use of 8291 Greenspring Drive violates the Zoning Ordinance. To remedy the violation at least one of the two roommates must vacate the premises within 60 days of the date of notice. Failure to remedy the complaint by October 29, 2017 will subject the owner to the violation and penalty provisions in the zoning ordinance to include legal action.</p> <p>9/18/2017: Spoke with the owner the cars have been removed from the problem areas and the roommate has moved out. The only outstanding item is for the pavers to be picked up off the ground. Owner states he has a back issue currently, but has hired a contractor to remove the pavers and will have it completed by the deadline.</p>

Location	Zoning	Status
	1010-17	<p>– Visited the property and observed that the pavers have not been removed. Letter/visit to follow.</p> <p>11/03/2017 – Talked with owner’s partner who said that they are in the process of hiring someone to remove the pavers on the right side of the driveway. I left my card and told them that if they weren’t quickly removed I would be writing a citation since they had been given sufficient time to remove them.</p>
<p>7991 Stream Walk Way – Fence constructed w/o permit & encroaching onto 2 – 3 adjacent properties</p>		<p>7/18/2017 - Received e-mail with complaint and 2 images. 1 - Original Plan showing proposed houses, etc. red-lined with two proposed decks. 2 - Extract of a survey showing an existing fence encroaching onto adjoining lands. Researched files & found 2016 Zoning permit for proposed pool. Included drawing showed fence along property line enclosing the proposed pool area, indicating compliance with the property lines.</p> <p>7/24/2017 - Drafted warning letter. Holly & Chris reviewing.</p> <p>7/20/2017 - Captured a screen shot from Property View showing a fence in appreciably the same location as the survey extract.</p> <p>7/25/2017 - Inspected. Observed from Driveway in front of house. Observed 2 survey stakes along the fence between this lot and the one in front of it (Lot 4?)</p> <p>Went to Silver Fox Way to attempt to observe rear yard. Not able to observe anything definitive.</p> <p>8/8/2017 - Warning Letter Sent asking for proof of permit or ownership of land with fence or to make application to correct fence location.</p> <p>9/12/2017 – Enforcement Action to follow, neighbor was moving forward with constructing their fence and removing any sections that encroached into their property.</p> <p>9/28/2017 – Sent a letter to 7987 Stream Walk Way asking the owner if their issue was resolved with the encroaching fence.</p> <p>10/13/2017 – No answer received from the letter; messaged P & Z Administrator to see if he has heard any news of if the problem is solved.</p> <p>10/30/2017 – Received a reply from the Becraft’s. They have not resolved the fence encroachment issue with the neighbors. She attached a plat that I will speak to P & Z Administrator about.</p> <p>11/09/2017 – After discussion with the P & Z Administrator the Town will suggest to the HOA and affected owner to file a civil action.</p>

Cases Resolved as of November 9, 2017	
<i>Location</i>	
8730 Bayside Road	
3911 Chesapeake Beach Road	
3614 29 th Street	
7410 D Street	
2541 Shady Oak Court	
3914 18 th Street	
3713 Chesapeake Beach Road	
4009 Old Bayside	
7508 E Street - Vehicle	
3214 Smith's Retreat - Vehicle	
28 th Street - Vehicle	

Year-To-Date Summary		
<i>Violation Type</i>	<i>Cases</i>	
	Closed	Active
Building Maintenance	7	4
Property Maintenance	82	9
Miscellaneous		
Vehicle Related	41	0
Zoning	4	3
TOTALS	134	16



To: Mayor & Town Council

From: Paul Woodburn

Subject: Town Engineer Report

Date: November 16, 2017

Fishing Creek Bridge (MD Route 261) –

November, 2017 Update: The new Town water and sewer mains are being constructed below the newly constructed east bridge span. We are working with the contractor to install a new sewer valve vault to allow maintenance access to the Mears Avenue pump station. The vault is now complete and operational.

Fishing Creek Dredging –

November, 2017 Update: The dredging contractor has completed the dredge but continues to fix and stabilize the north embankment and swale area in the spoil site. We continue to work with MDE to resolve the maintenance issues associated with the north swale area. A meeting with MDE is scheduled for later this month. We are also researching off-site spoil disposal locations in anticipation of a future dredge. The Corps of Engineers has acknowledged the need for a future dredge and will be seeking to get it in the FX19 budget cycle.

Purple Pipe –

November, 2017 Update: We have filed for the comprehensive plan amendment with Wayne Raither of the Calvert County Water and Sewer Division. Mr. Raither has now been provided the information from the final ENR Project. Once adopted, the purple pipe upgrades can move forward.

Richfield Station –

November, 2017 Update: The traffic warrant study is complete and has been delivered to the State for review. The study indicates that a light for eastbound and westbound Route 260 and Harris Boulevard is warranted. We received a response via email on September 13, 2017 from the SHA saying that they are “not opposed to signalization of the intersection” but they wanted a few pieces of additional information to finalize the warrant request. Comments responses to the September letter were sent to SHA for a new traffic light and to ask them to also look at other possible alternatives to a light if they are available. No response back from SHA yet.

WRTP –

November, 2017 Update: We are in the ENR testing period and are in the final close out phase. We have met with the contractor and consultant (WRA) for the project this month to review closure documents and testing procedures. We have been working thru issuance of the final use and occupancy permit and warranty items and hope to closeout by the end of the year.

261 Sidewalk -

November, 2017 Update: We are working on the sidewalk Design RFP with Holly and expect to have Engineering Design Services bids back in late December.

Heritage –

November, 2017 Update: Site work (grading) has started up again. A meeting was held with the Contractor to ensure the Town Staff is engaged thru the process. Construction shop drawings have also been provided for review.

November, 2017: A Quit Claim Deed (Metes and Bounds) is being prepared for the alley behind the Martin Property (7925 Old Bayside Road).

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 after final completion and acceptance of the facility. (No new update).



Water Park Report

Marilyn VanWagner, General Manager Water Park
November 16, 2017

The World Water Park Convention

In October, our Maintenance Tech Filo Blake, and myself, attended the World Water Park Convention in West Palm Beach Florida. One of the highlights was when we as the Chesapeake Beach Water Park, were recognized out of 300+ Water Parks, for having the 4th largest amount of attendees at our World's Largest Swim Lesson in June of 2017. We had 340 attendees which was more than most of the larger parks had in attendance. The reason this is so important is that since the inception of this program in 2010, the World Water Park Association, along with Water Parks across the country, have collectively managed to lower the drowning rate of children by 14%!

At the symposium we were also informed of all the latest and greatest of what's happening in the world of water parks. We attended many classes and workshops on safety, maintenance, training employees, marketing, and more. We were able to meet face to face with many other water park leaders across the world and share our challenges as well as our accomplishments. We spent many hours at the trade show observing all the new products being offered in this industry. One of the highlights of the trip was our visit and the tour behind the scenes of Rapids Water Park in Riviera Beach, Florida.

Staffing -

Final interviews are being conducted for next Seasons Aquatics Supervisors and Head Guards over the Thanksgiving Break. Employees from the 2017 Season were recommended by their supervisors to interview for Lead Positions for the 2018 Season. Once selected, the leads will be enrolled in the proper training.

The Store-

I am attending a trade show in OC the beginning of next week to learn about the latest and greatest retail items that are being offered to sell in our retail store. Orders will be placed and we will begin stocking the store for the 2018 Season upon my return.

Maintenance -

The Rubaroc was installed this past week on both the octagon deck and the cabana deck. It is quite a noticeable improvement.

Our current focus is to get the steel under the tunnel and the cave repaired prior to opening for the 2018 Season. We are currently meeting with several local contractors and we will prepare our results to present to Council.

Also prior to the opening of the 2018 Season we have several other projects to complete. A few of the larger ones on the list are:

- Replace and upgrade the sinks and vanities in the men's and ladies restrooms.
- Many tiles in the river and the remainder of the main pool are broken.

- Deep cleaning all tiles and concrete in the restrooms, the concession stand, the store, and all office areas in the Octagon area.
- Painting in MANY areas of the park.
- Painting and small repairs to the Blue Slide, the Baby Slides and the Floatables.
- Replace Rope and Nets in many areas.
- Many signs need updating and replacing.

Season Passes - are available on line for purchase. <http://chesapeakebeachwaterpark.com/>
We are again offering an Early Bird Discount for Holiday Gift Giving. We will continue in 2018 to offer all Season Pass Holders a 20% Discount on all food items, and a 20% Discount on all store items.

2018 Seasonal Employment Opportunities will be available on-line by December 1. Interested applicants can go to our website, <http://chesapeakebeachwaterpark.com/>, and click on Employment to sign up for the position that they are most interested in.

Look for us in the **2017, Annual Pat Carpenter Holiday Parade on Dec 2nd** in **North Beach**. We are working on a design for our float.



To: Mayor & Town Council

From: Jon Castro

Subject: Water Reclamation Treatment Plant Report

Date: November 16, 2017

The ENR Upgrade inspections by Calvert County are moving forward. On 10-31-17, the Calvert County Plumbing final inspection was done and passed. The Calvert County Electrical inspection was done on 11-1-17 but failed due to 4 items. These items will be addressed and an inspection will be held on the week of 11-6-17. MDE Compliance inspector was here on 11-3-17 to inspect plant on the final construction completion of the ENR Project. We are waiting for the final report for passing or failing. Once the Electrical final inspection is passed, then the final Building inspection can take place and complete all ENR Construction Permit finals.

The Upgrade to the Lab at the plant will refine the scope of the work and rebid this project in November of 2017. Mid Atlantic Contracting is working on putting together the detailed scope and prints for the RFP on the CBWRP Lab Upgrade. This work will detail the Lab Upgrade and assist the Bidders on acquiring a more accurate bid for this project.

The staff Took Clarifier #2 offline on 10-23-17 for cleaning and maintenance. The process ran into a few problems, but the staff were able to make adjustments to correct the problems. The Clarifier should be ready to go back on line if needed next week.

Plant staff is continuing to update new spread sheets on all new plant equipment to compile a list of new vendors and spare parts inventory on all new equipment. This will help out in forming a new maintenance program on all new equipment operating for the ENR Upgrade including putting together all new Standard Operating Procedures on all equipment.

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 hauling contract will take effect on June 30, 2017 with Old Line Inc.

Plant operations for this monthly report did use the Shell Fish Tank to divert plant flow on 2 different occasions due to heavy flows into the plant caused by rain.

The plant had 4 emergency alarms for this report period. Two call in were due to heavy flows from rain and 2 call in were Filter operation high levels. Staff responded to all call in and were able to correct the alarm conditions.

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

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

(410) 257-2230



Town Administrators Report – NOVEMBER 2017

I. Upcoming Requests for Proposals:

Formal RFP'S

WRTP Lab Renovation: The lab layout has been revised to reflect equipment purchased and changes per needs of the staff. A lab renovation company, MIDATLANTIC, is providing the design to include in the formal RFP. Side Walk Design Phase, per the fully executed MOU: SHA must approve the RFP prior to release. We expect the RFP to be released on November 17th due back in December and in front of Council in January.

Paving

Informal RFP's

Code Enforcement and ArcGIS software: The Town has identified a software that will allow code enforcement tracking as well as GIS mapping that interfaces with the Counties GIS map. A plan to move forward with this will be presented in the coming months.

Updated Voice System/Dedicated Back Up line for Town Hall/Treatment Plant

II. Town Assets:

Town Hall:

- a. Front entry way repairs are expected to start in December.
- b. A drainage system was installed in October to ensure that water moves away from Town Halls foundation to reduce risks of water damage.
- c. Town Hall interior renovations and upgrades are expected to start in December.
 - New flooring has been ordered for Town Hall administrative area.
 - Furniture for the revised open space has been ordered.

Public Boat Ramps: The Town is in the process of executed a termination agreement with DNR that will allow the Town to retain 20% of the ramp fees and will give the Town full approval authorization for fees imposed at ramps. Once fully executed, the Town will begin to review other items involved in operating the ramps.

Kellam's Field: The Town is working towards turning the small unused ball field at the entrance to Kellam's field to Bermuda grass. Making this transition will allow for the side field to be used for practices to keep heavy traffic off the main field decreasing maintenance and damage to the field.

Bay Front Park: The Town has installed security lighting and a 4-way camera at Bayfront park. The camera is tied into the software at Town Hall that powers the railway cameras for ease of operation.

Water Park: The Town is in the process of evaluating the imitation rock cave and supporting structures to support the infrastructure and has met with several contractors over the last month.

Floodgate: The Town is currently working with MDE to make changes to the Floodgate between Horizons and Seagate.



Town Administrators Report – NOVEMBER 2017

III. Town Permits:

PERMIT #	Address	Improvement	Reason
DENIED	3917 Old Bayside Rd.	Enclosed deck	Application denied...needs more detailed explanation and drawing to scale
DENIED	2285 Sansbury Dr.	Driveway expansion	Application denied ...needs drawing to scale
DENIED	7744 Old Bayside Rd.	Tree	Denied, tree is in critical area
DENIED	7720 Deforest Dr	Tree Removal	Denied, tree is in critical area

PERMIT #	Address	Improvement	Comments
2017-084	3320 Silverton Lane	Deck	
2017-086	8536 Bayside Rd.	Opioid Abuse Awareness Sign	
2017-087	8335 Autumn Crest Ln	Fence (after the fact)	
2017-088	7601 B St.	Landscaping, planting, pavers	
2017-089	7987 Stream Walk Way	Shed	
2017-090	7523 Grinstone Ct.	In ground pool	
2017-091	3226 Cannoncade Ct	deck/new staircase, pavers	
2017-092	7205 Chesapeake Village Blvd	In ground pool	
None Needed	3712 28th St.	Landscaping service	
2017-93	3401 Silverton Lane	Fence	

IV. Town Complaints:

Address	Presented Issue	Town Action
Moffatt Run	Parking on Moffat run is causing issues with passing	Police will enforce Town code by towing any vehicle blocking traffic.
Cox Rd.	Speed of cars passing near pedestrian traffic	Installed radar device to monitor the traffic speed.
Tartan Ct	Residences in the Highlands receiving trash services that are not in Town limits	3 addresses were identified, owners identified, removed from service.
15th and B Street	Fire hydrant exposed with renovation work	No signs of damage to extinguisher. Contractor replacing landscape.
Chesapeake Station	Issues with access to Home Health Services	Working with Department of Aging

V. Green Team:

- Minutes available on the Town website.

VI. Community:

- Lighting Ceremony: The Town is preparing for the Christmas lighting ceremony on November 26th at Town Hall at 4:30. There will be some new features displayed this year and we believed it will be a very beautiful display.
- Stars and Stripes The planning phase has started for the Spring 2018 event. This year's theme will be "*Patriotism and Me*" brining a personal and individual approach to patriotism to further the communities understanding of how it can be different depending on your background and experiences. The Stars and Stripes Planning Committee is working hard to bring another great event to the Town.



Report by Town Administrator to Mayor and Council

To: Honorable Mayor Mahoney and Town Council

From: Holly Wahl, Town Administrator

Subject: DNR Public Boat Ramp Lease

Date: October 27, 2017

Background:

- 1) Effective November 1, 1992, the Town of Chesapeake Beach (Lessor) entered into a lease agreement with the Department of Natural Resources (Lessee) for the six (6) public boat ramps and seventy (70) boat/trailer parking spaces.
 - a. Duration: 20 years
 - b. Annual rent: \$30,000 during the initial term, \$1 thereafter.
 - c. Renewal: Lessee had the option to automatically renew the lease without any prior written notice one (1) time and such renewal shall be for a period of 79 years at an annual rent of \$1.00.
 - d. Maintenance: Lessor is responsible for all maintenance of the boat ramps and associated parking spaces
 - e. Fees: Lessee receives 20% of all ramp fees obtained by the public boat ramps
- 2) In 2002, the Town reached out to the Department of Natural Resources requesting a lease termination and release of the agreement. The Town Attorney, Eric Blitz, had conversations with Roger Medoff, Assistant Attorney General for DNR, from October 2003 to May of 2004 discussing the details that would be included in the termination agreement. The result was a termination agreement that was introduced by ordinance to the Town Council.
- 3) Ordinance O-04-6 was introduced on May 20, 2004, passed on June 10, 2004 and made effective June 30, 2004 by the Town of Chesapeake Beach.
- 4) To date, the Town does not have an executed agreement for termination from DNR and has continued to send the ramp fees received from the concession agreement to DNR.
- 5) In June of 2017, Town has reached out to DNR regarding the ramp fees and has requested that the termination agreement, that was agreed upon in 2004, be fully executed and payments to DNR cease.
- 6) In August of 2017, a letter was drafted from the Mayor to the Secretary of the Department of Natural Resources, Mark J. Belton and Assistant Secretary of the Department of Natural Resources, Bill Anderson, regarding the Town seeking termination of the agreement.
- 7) In August 2017, Mayor Mahoney met in person regarding the termination with both Secretary Belton and Assistant Secretary Anderson at the MAACO conference.
- 8) On September 19, 2017, the Town heard from Bill Anderson, Assistant Secretary of DNR. Assistant Secretary Anderson stated that he has done some extensive research on the ramps and it is clear that the intention in 2004 was for DNR to break the lease and turn the boat ramps back over to the Town. He stated that for a reason that he cannot determine the item was continually removed from the BPW agenda. Assistant Secretary Anderson assured the Town that the item would go on the next BPW agenda for consideration and that the lease would terminate in October of 2017.
- 9) The termination with DNR will allow the Town to retain 20% of the ramps fees collected. The average of the fees collected that have been passed onto DNR over the last 3 years is approximately \$10,000 a year.

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Report by Town Administrator to Mayor and Council

- 10) The termination with DNR will also provide that the Town has full control over the ramp fees charged for use.
- 11) The termination provides that the Town will not use the ramps for anything other than for public ramp access.
- 12) The termination provides that the Town is required to maintain 70 parking spaces for public boat ramp access within 900 feet from the ramp. Restriping will be required to clarify these spaces.
- 13) **DNR requires a new termination agreement to be executed by the Town. On October 18th, the Assistant Attorney General has provided the Town with a revision to the original termination agreement.**
- 14) **The revisions are only of format and adjustment to update the signature blocks. *Agreement attached.***



Green Team Report to Town Council

Barbara Kete, Green Team Chair

November 16, 2017

Outreach:

Town Halloween Fun Night – In lieu of candy, we distributed 250 mini planting kits (dehydrated peat pot, pumpkin seeds, and planting instructions). The kits were a big success, and were all given out within the first hour!

General:

Per discussions between Barbara Kete and John Bacon, the Green Team will take over responsibility for all gardens, planting, and signage on the Railroad Trail. CBOCS will, of course, continue with all oyster, wildlife, and water-related matters.

Sustainable Maryland Community Initiative:

On October 13th we were officially recertified, with 210 points, as a Sustainable Maryland Community. Throughout the state 68 communities are currently participating in the Sustainable Maryland Community initiative, with 40 communities certified.

In reviewing the categories and possible and awarded points we identified several areas where the Green Team would like to focus its efforts and explore new initiatives. Two quick hits are: Green Team training (5 points), and establishing a Sustainable Maryland Resource Center (5 points). We will contact the Sustainable Maryland folks to schedule the training, and will structure our library exhibit to conform to SMC Resource Center guidelines.

The team decided to research the following areas to determine their feasibility as team projects:

Health and Wellness – Calvert Health has a nutrition program. We will contact them to schedule a presentation to the team, and solicit their ideas on what we can do to encourage healthier opportunities and choices for our fellow citizens.

Energy – This topic generated a lot of interest. We will get information on alternative energy sources and suppliers, and contact personnel from Ann Arundel Community College who can provide information on their use of solar energy and community solar banks. We discussed inviting representatives of multiple solar panel vendors to participate in a general information panel discussion



open to the public, including our neighbors in North Beach, on solar energy options, both residential and municipal.

Greenhouse Gas – Team members will conduct preliminary research into greenhouse gas and relevant planning and zoning considerations.

Natural Resources – In addition to encouraging Baywise gardening we need to look into other ways to improve watershed stewardship. We will try to address local homeowners' associations on their opportunities to improve watershed maintenance and control storm water run-off. We are working on developing a basic presentation.

Community Based Food System – Some team members will research ideas and opportunities for initiatives.

General – we will work with Larry Jaworski on ideas for supporting local business, and presenting a Green Fair.



Planning & Zoning Administrator's Report

To: Mayor & Town Council

From: Christopher Jakubiak

Subject: Planning & Zoning Report

Date: November 16, 2017

On November 8, the Planning Commission approved revisions to the site plan for Mama Lucia's that would allow the owner to arrange vehicle parking and potentially a trash dumpster within the right-of-way of 29th Street, provided public pedestrian access to the shoreline is maintained. The Planning Commission recognizes that a License Agreement between the Town and the owner is required before the owner could implement this revision and that 29th Street would remain a public right-of-way.

The owner petitioned the Planning Commission to make this revision in order to provide much needed parking within close proximity of the restaurant and therefore reduce parking pressures in the neighborhood.



CHESAPEAKE BEACH OYSTER CULTIVATION SOCIETY (CBOCS)

**Chesapeake Beach Oyster Cultivation Society Report
November 16, 2017
Chesapeake Beach Town Council Meeting**

November will finish the fifth grade students coming to the Chesapeake Beach Railway Trail for their annual oyster field trips. There are only 4 (November 17, 20, 27, and 28) more trips available to join Ron Draper and view the enthusiasm of these students. They are the future stewards who will eventually SAVE THE BAY.

The combined CBOCS and Green Team booth at the Greenstreet Gardens fall festival during October was a large success. Many people stopped by to learn about our organizations.

CBOCS is reviewing their missions to determine if any changes or additions need to be made. Our primary mission is raising oysters, Parallel missions are education, trail enhancement and outreach. Of particular interest is the use of social media. Is it worthwhile? Send your input to Johnbacon1@comcast.net

The Oyster Christmas tree will be set up in the lobby next weekend. Make sure you have time to see it.

SAVE THE DATES JANUARY 27-28. Students from Beach Elementary will be painting the first **Chesapeake Bay Sea Life banner** at the Northeast Community Center. More details next month.