



**MINUTES OF THE  
TOWN COUNCIL MEETING  
February 15, 2018**

- I.** Patrick J. Mahoney, Mayor, called the meeting to order at 7:00 p.m. In attendance were: 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, Laurie Smith, Town Treasurer, Elissa Levan, Town Attorney, James Berry, Public Works Administrator, Paul Woodburn, Town Engineer, Marilyn VanWagner, Water Park General Manager, Jon Castro, WRTP Superintendent and Lieutenant Naughton. Absent were Dr. Valerie Beaudin and Stewart B. Cumbo, Council Members, Connie O'Dell, Code Enforcement Officer, and Christopher Jakubiak, Planning and Zoning Administrator.
- 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 Councilman Morris, all in favor.
- IV. Public comment on any item on the agenda.** None.
- V. Approval of the minutes of the January 18, 2018 Town Council meeting.**
- MOTION:** Councilman Jaworski moved to approve the minutes of the January 18, 2018 Town Council meeting. Seconded by Councilman Favret, all in favor.
- VI. Petitions and Communications**
- A. Special Presentation** – The Mayor read and presented a proclamation declaring February 28, 2018 Rare Disease Day. Ms. Lydia Seiders, Maryland State Ambassador for NORD, National Organization for Rare Diseases, was present to accept the proclamation and speak briefly on rare diseases.
- B. North Beach Volunteer Fire 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 Lieutenant Naughton was present to address the Council. The Lieutenant briefed the Council on the pedestrian that was struck by a vehicle last evening in Town.
- D. Public Works Report** – Mr. Berry submitted the attached written report and was present to address the Council. Mr. Berry reported the bridge project is still on schedule and gave an update on the oyster cages.

- E. Code Enforcement Report** – Mrs. O’Dell submitted the attached written report but was not present to address the Council.
- F. Town Engineer’s Report** – Mr. Woodburn submitted the attached written report and was present to address the Council. Mr. Woodburn reported on the status of the 261 Sidewalk Design RFP and an update on the traffic warrant study. There has been no response back from the SHA on the study. Mr. Woodburn will touch base with the SHA and send an update to the Mayor and Council.
- G. Water Park Report** – Ms. VanWagner submitted the attached written report and was present to address the Council.
- H. Water Reclamation Treatment Plant Report** – Mr. Castro submitted the attached written report and was present to address the Council. Mr. Castro stated a mandatory pre-bid meeting was held on Monday, February 12<sup>th</sup> with five contractors in attendance for the lab renovation RFP. The bids are due February 22, 2018.
- I. Treasurer’s Report** – Mrs. Smith had no report.
- J. Town Administrator’s Report**- Mrs. Wahl submitted the attached written report and was present to address the Council. Mrs. Wahl reported that the Town is in the process of applying for a \$75,000 community resilience grant with the DNR. This would provide funding towards the Town’s comprehensive plan update which would incorporate flood mitigation planning. Mrs. Wahl also gave an update for the delay on the front entry way repairs. Councilman Favret asked Mrs. Wahl to brief the Council on the Kellams Field schedule.
- K. Mayor’s Report** –
1. The Mayor wanted to express his thanks and appreciation to Barbara Kete and the Green Team for the research done in regards to the application for the community resilience grant. The Mayor also extended his sincere thanks to all the many talented volunteers the Town is so blessed to have.
  2. The Mayor recognized Mr. Buddy Hance in the audience commenting that he will be running for county commissioner and wished him the best of luck.
  3. The Mayor wished the ladies a Happy Valentine’s Day and though Councilwoman Beaudin was absent due to being ill, wished her a Happy Birthday.
  4. The Mayor stated that the Easter festival is being held on March 18<sup>th</sup>.
  5. The Mayor recognized a boy scout that was in the audience.

**VII. Resolutions & Ordinances:** None

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

- A. Planning & Zoning Commission** – There was a meeting held February 14, 2018. Councilman Jaworski reported that the Commission discussed the upcoming

comprehensive plan update with hopes of having a draft ready by this time next year. Also, with the resignation of Mrs. Reiser, the Commission appointed Jeff Foltz as the new Chairman.

- B. Board of Appeals** – There was no hearing held in February.
- C. Ethics Commission**– Mr. Kete submitted the attached written report and was available to address the Council.
- D. Chesapeake Beach Oyster Cultivation Society** – John Bacon submitted the attached written report and was present to give the report. Mr. Bacon was pleased to report on the great success the Chesapeake Beach Community Mural painting turned out to be. Mr. Bacon introduced and thanked Tracy Bensing, the Beach Elementary School art teacher, who played a huge part in the event's success.
- E. Economic Development Committee** – Councilman Jaworski reported he met with several members of the Calvert County Department of Economic Development to discuss available resources that could possibly help the Town. Also, a meeting will be held on February 21<sup>st</sup> to discuss the next annual Taste the Beaches event and discussions continue between North Beach and the Town on possibly re-instituting a limited trolley service. And as always, anyone is welcome to come join in.
- F. MML Report** – No report.
- G. Twin Beaches Opioid Abuse Awareness Coalition** – Councilman Pardieck stated a meeting was held January 8<sup>th</sup> discussing the December 13<sup>th</sup> forum and preparing for the upcoming January 31<sup>st</sup> forum. Mr. Pardieck reported on the 2017 overdose statistics for Calvert County and was pleased to report that the opioid abuse awareness sign was now in place at the NBVFD and that the Abner's restaurant is now a drug free workplace. The next meeting will be held March 5<sup>th</sup> and added anyone interested in becoming a member to contact Cheryl Greene or himself.
- H. Walkable Community Committee** – Councilman Favret reported the committee met on February 10<sup>th</sup>, welcoming a new member, Ms. Madelyn Blake. Mr. Favret stated after weighing the pros and cons of a committee versus an advisory group, the members collectively decided to be referred to as an advisory group versus a committee. The name will now be the Walkable Community Advisory Group (WAG). The group discussed general goals and their next steps moving forward.

**IX. Unfinished Business:** None.

**X. New Business:**

1. Council to consider the retention of Fred Sussman as Board of Appeals and Ethics Commission Counsel.

**MOTION:** Councilman Favret moved to approve the retention of Fred Sussman as Counsel for the Board of Appeals and the Ethics Commission. Seconded by Councilman Jaworski, all in favor.

2. Council to consider the appointment of Susan Stebbing to the Planning and Zoning Commission.

**MOTION:** Councilman Jaworski moved to approve the appointment of Susan Stebbing to the Planning and Zoning Commission. Seconded by Councilman Pardieck, all in favor.

3. Council to consider approval of a grant letter of support for the Chesapeake Beach Railway Museum.

**MOTION:** Councilman Jaworski moved to approve a grant letter of support for the Chesapeake Beach Railway Museum. Seconded by Councilman Morris, all in favor.

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

**XII. Council Lightning Round:**

1. Mr. Jaworski thanked everyone for coming out and reminded everyone of the next Economic Development meeting on Monday the 19<sup>th</sup> discussing the possibility of a limited Beach Trolley, and Wednesday the 21<sup>st</sup> discussing the next annual Taste the Beaches event.
2. Mr. Morris also thanked everyone for coming out and commented “hang in there, Spring is just around the corner!”
4. Mr. Pardieck thanked those that came out for the meeting. Mr. Pardieck stated, with tragic events such as yesterday’s Florida school shooting, that things such as that are hard to process for both children and adults and wanted to recommend a site called kidshealth.org which might be helpful. This site provides advice, tips, and great information on numerous issues for both parents and children.
5. Mr. Favret thanked Mr. Bacon and Ms. Bensing for their efforts in bringing about the painting of the mural held at the Community Center. It was a fantastic event, enjoyed by all.

**XIII. Adjournment**

There being no further business, the meeting adjourned at 8:05 p.m. on a motion by Councilman Jaworski. Seconded by Councilman Favret, all in favor.

Submitted by,



Sharon L. Humm  
Town Clerk



## January 2018 Town Stats

### EMS Calls for Service

Trouble Breathing - 14

Fall - 15

**Total Calls- 133**

MVC - 14

Area Box – 5

**Chesapeake Beach - 39**

Altered/Unresponsive – 6

Cardiac Arrest - 5

*North Beach - 18*

Sick Person - 22

Walk-In BP Ck - 0

Pain – 4

Assault - 0

Diabetic - 1

Police Check - 2

Seizures - 2

Pedestrian Struck - 0

Syncope - 0

Blood Pressure - 0

Over Dose - 1

Water Rescue - 0

Chest Pains/Cardiac - 13

Detox - 0

Stroke - 4

Allergic Reaction - 5

Laceration - 1

Medical Alarm - 5





## January 2018 Town Stats

### Fire Calls for Service

EMS Assist - 47

MVC - 7

Odor of Gas - 5

Fire Alarm - 5

Area Box/Fire - 13

Control Burn- 1

Electrical Fire- 1

Brush Fire - 1

Water Rescue - 1

Service Call - 8

Hazmat - 0

Landing zone- 4

CO Alarm- 8

Total Calls- 101

Chesapeake Beach- 30

North Beach- 9

Fundraising- Bingo every Tuesday night.

EMS Drill for January – Practicing with members currently in EMT class

Fire Drill for January – Classroom work

Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: February 12, 2018  
To: Sharon Humm  
From: Sergeant Thomas S. Phelps  
Re: Sheriff's Office Report-Chesapeake Beach

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In January of 2018, the Sheriff's Office handled 270 calls for service in Chesapeake Beach. This is up from 257 calls in December 2017.

Call Breakdown for January 2018:

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

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

Of the 270 calls, we handled:

- 9 Thefts
  - Unauthorized Used Vehicle – 12<sup>th</sup> St. (Closed by Arrest)
  - Burglary – Vacant House on Bayside Rd (Closed by Arrest)
  - Burglary – Boat at Marina West (Closed by Arrest)
  - Theft Make Up for Residence – Bayview Hills (Under Investigation)
  - Shoplifting at Roland's (Closed by Arrest)
  - Burglary – Tools from Vacant Residence – 18<sup>th</sup> St (Under Investigation)
  - Burglary – Tools from Shed – David Lane (Closed by Arrest)
  - Burglary – Tools from Shed – David Lane (Closed by Arrest) (Occurred Twice)
  - Wallet from NECC (Under Investigation)
- 1 Destruction of Property
  - House Egged in Bay View Hills (Under Investigation)
- 1 Non- Fatal Heroin OD
- 2 Civil Marijuana Citations
- 1 Assault Arrest
- 3 DUI Arrest
- 1 Peace/ Protective Order Violations
- 1 Trespassing Arrest

January 2017 Calls for Service Chesapeake Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	7	7	Fireworks Complaint	0	0	Relay	2	2
Abandoned Vehicle	0	0	Follow Up	3	3	Robbery	0	0
Accident	9	9	Found Property	0	0	Search Warrant	0	0
Alarm	8	8	Fraud	1	1	Sexual Assault	0	0
Animal Complaint	10	10	Harassment	0	0	Sex Offender Registry	0	0
Assault	1	1	Illegal Dumping	0	0	Special Assignment	2	2
Assist Motorist	5	5	Industrial Accident	0	0	Stalking	0	0
Assist Other Dept	3	3	Intoxicating Person	0	0	Stolen Vehicle	0	0
Assist Sick/Injured	4	4	Intoxicated Person	2	2	Summons Service	0	0
Attempt to Locate	6	6	Kidnapping/Abduction	0	0	Suspicious Person	9	9
BioChem/ Susp Package	0	0	Loitering	0	0	Suspicious Vehicle	3	3
Burglary	4	4	Lost Property	0	0	Tampering with MV	0	0
CDS Violation	2	2	Loud Party/ Music	2	2	Telephone Misuse	0	0
Check Welfare	10	10	Mental Subject	1	1	Theft	8	8
Conservor of Peace	0	0	Missing Person	0	0	Traffic Complaint	5	5
Destruction of Property	2	2	Neighborhood Dispute	0	0	Traffic Control	0	0
Death Investigation	0	0	Notification	0	0	Traffic Enforcement	4	4
Disorderly	4	4	Parking Complaint	3	3	Trespassing	3	3
Domestic	7	7	Patrol Check	120	120	Unauthorized Use MV	1	1
Escort	0	0	Person with Weapon	0	0	Unknown Problem	3	3
Eviction	1	1	Police Information	5	5	Violation Protective Order	1	1
Fight	2	2	Protective/Peace Order	2	2	Warrant Service	4	4
Firearms Complaint	1	1	Provler	0	0			
Total Calls							270	270

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
DUI Arrest	3	3	CDS Arrest	0	0	Other Arrest	9	9
Civil Marijuana Citations	2	2	Non Fatal Overdose	1	1	Fatal Overdose	0	0

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

Deputies assigned to the Twin Beach Patrol handled 244 calls outside of the Twin Beach Patrol Area.

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



January 2017 Calls for Service North Beach

Call Type	Month	Year	Call Type	Month	Year	Call Type	Month	Year
911 Hang Up	2	2	Fireworks Complaint	0	0	Relay	0	0
Abandoned Vehicle	1	1	Follow Up	5	5	Robbery	0	0
Accident	2	2	Found Property	0	0	Search Warrant	0	0
Alarm	3	3	Fraud	0	0	Sexual Assault	0	0
Animal Complaint	0	0	Harassment	0	0	Sex Offender Registry	0	0
Assault	1	1	Illegal Dumping	0	0	Special Assignment	1	1
Assist Motorist	1	1	Industrial Accident	0	0	Stalking	0	0
Assist Other Dept	1	1	Indecent Exposure	1	1	Stolen Vehicle	0	0
Assist Sick/Injured	2	2	Intoxicated Person	0	0	Summons Service	0	0
Attempt to Locate	5	5	Kidnapping/Abduction	0	0	Suspicious Person	2	2
BioChem/ Susp Package	0	0	Loitering	0	0	Suspicious Vehicle	2	2
Burglary	0	0	Lost Property	0	0	Tampering with MV	0	0
CDS Violation	3	3	Loud Party/ Music	0	0	Telephone Misuse	0	0
Check Welfare	2	2	Mental Subject	0	0	Theft	3	3
Conservor of Peace	0	0	Missing Person	0	0	Traffic Complaint	1	1
Destruction of Property	0	0	Neighborhood Dispute	0	0	Traffic Control	0	0
Death Investigation	0	0	Notification	0	0	Traffic Enforcement	2	2
Disorderly	2	2	Parking Complaint	0	0	Trespassing	1	1
Domestic	0	0	Patrol Check	58	58	Unauthorized Use MV	0	0
Escort	0	0	Person with Weapon	0	0	Unknown Problem	0	0
Eviction	0	0	Police Information	2	2	Violation Protective Order	0	0
Fight	0	0	Protective/Peace Order	1	1	Warrant Service	1	1
Firearms Complaint	0	0	Prowler	0	0			
Total Calls							105	105

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

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

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## Public Works Administrator's Report

To: Mayor & Town Council

From: James Berry

Subject: Public Works Report

Date: February 15, 2017 2018

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Water leak- There was a water leak inside of the Richfield Station water tower, a water main break and a saddle break on Harbor road since our last council meeting. They have all been repaired.

Wet wells- We have pulled pump 2 at fishing creek and it is beyond repair. We are installing a new rail system to receive a new pump. We are working with a service tech from Dri-prime to finish the PM's on our back up pumps.

Water meter/MXU- Still changing out meters and MXU's as needed.

Flushing- Our next flush is scheduled for March of 2018.

Ball fields – The ball fields are winterized at this point and we will start preparing the baseball diamonds next month.

Rail Way Trail – We are keeping an eye out for the oyster cages. The ice has overtaken most of them.

Water park - With the extreme cold weather, there will be some areas of concrete and some plumbing issues to deal with in the spring. We are now working with the steel contractors to replace part of the framing at the park.

SHA bridge- They are now working on the Northeast side of the bridge and are still on schedule as of this report.

Snow – We have had our share of extremely cold weather and some snow. Temperatures in the teens make it very difficult to wash off salt from our equipment and trucks after the snow efforts.

Emergency calls – We received 9 emergency calls since our last Council meeting. 2 for water leaks on the homeowner's side, 3 for our Town owned wet wells, 1 for a tree down on Old Bayside Road and 3 for the water main breaks at Harbor Road and Captains Quarters.



## Code Enforcement

Report by Connie O'Dell to Mayor and Town Council

February 15, 2018

Location	Building Maintenance	Status
8216 F Street – Dangerous House, Vines	<p>7/4/2017 - Little work has occurred.</p> <p>7/31/2017 - received 2 photos from owner after demolition of the bad parts of the house. Not much left.</p> <p>8/2/2017 Inspected to confirm conditions.</p> <p>10/13/2017 – To re-inspect on 10/16/2017</p> <p>11/3/2017 – No Change</p> <p>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.</p> <p>11/09/2017 – Will check into the permit and perhaps amend it.</p> <p>11/20/2017 – Emailed a grading exemption application to owner.</p> <p>12/11/2017 – Emailed a reminder to complete the application.</p> <p>1/10/2018 – Emailed owner again about the Exemption application. Owner says that he has decided against putting in a retaining wall. Will discuss with the Zoning Administrator.</p>	
7410 D Street – Fence in disrepair – <b>Door Hanger*</b>	<p>11/03/2017 – Left a door hanger asking the owners to make repairs. Will re-inspect next time.</p> <p>12/05/2017 – No change.</p> <p>12/11/2017 – Inspected; no change.</p> <p>12/14/2017 – Warning Letter will be issued after the holiday</p> <p>1/10/2018 – Visited the property, no change, sending letter.</p>	
6807 Meridian Court – <b>Foreclosure</b>	<p>11/28/2017 – Received a call from the owner that the property is now in foreclosure.</p> <p>12/04/2017 – Observed the property exterior and there are no maintenance issues at this time.</p> <p>1/17/2018 – The home was bought by the bank for resale.</p>	
7636 Bayside Road – Dangerous Rear Stairs (No Handrail), Vines – <b>Scheduled for Trustee Sale on January 3, 2017</b>	<p>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.</p> <p>10/2/2017 – Received answer stating that the repairs could not be made until the property is vacant. Violations attached to the property.</p> <p>10/13/2017 – Closed temporarily until foreclosure proceedings are complete.</p>	
3924 17 <sup>th</sup> Street	<p>12/05/2017 – Fence along eastern perimeter of property is in disrepair; left door hanger.</p> <p>12/11/2017 – Will issue a warning letter after the holiday.</p> <p>1/10/2018 – Visited; no change.</p>	

Location	Property Maintenance	Status
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 &amp; Zoning Admin.</p> <p>11/08/2017 – No activity with P &amp; Z; I will call the owner to clean up or a citation will be issued.</p> <p>11/20/2017 – Emailed the property manager.</p> <p>1/10/2018 – Contacted real estate agency who has the property listed.</p>	
3702 Chesapeake Beach Road – Vines	<p>6/19/2017 - 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> <p>11/09/2017 – Met with the owner and walked the property fence line and talked about the trees and vines that need to be cut. She agreed with me and said that they will complete the work by the Holidays.</p> <p>12/11/2017 – No change.</p> <p>12/28/2017 – No change. Will contact owner after the new year.</p>	
3713 12 <sup>th</sup> Street – <b>Door Hanger*</b>	<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-inspect next time I am out.</p> <p>11/17/2017 – The tree has been sawn up and work is in progress.</p> <p>12/05/2017 – Observed that only smaller limbs remain. Spoke with owner who said that the person doing the work was returning to complete. Will check one more time.</p> <p>1/10/2018 – Small limbs still there. Will contact the owner again.</p>	
7626 C Street – Disorderly rear yard	<p>8/8/2017 - 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>	

Location	Property Maintenance	Status
	<p>10/13/2017 – I will knock on their door on 10/16/2017            10/27/2017 – Issued Warning Letter            11/01/2017 – Owner called and acknowledged receipt of letter. Said that they are making progress each day.            11/03/2017 – Over one half of the debris has been removed and owner continues to work.            11/17/2017 – Owner called to say that they have done all but the concrete; it will be removed when they find a truck.            1/10/2018 – Concrete and old oil tank still needs to be moved.</p>	
8133 Woodland Lane	<p>12/19/2017 – Received a call from the property manager asking that I come look at several trees and brush that needs to be removed. Met and observed brushy trees overtaking the rear decking and western side yard. Took photos and shared them with P &amp; Z Administrator who agreed with me that they could all be taken down without a permit. HOA representative added to the email trail to speak on another tree in the common area.</p>	
7625 B Street	<p>1/30/2018- Neighbors complaining about trash in the yard. TA contacted the owner of the property to let them know that the items need to be removed from the yard. Provided pictures to the owner, residents scheduled bulk trash pick-up for some of the items. Contractor removed the other items that were in the front yard.</p>	
8216 Bayside Rd	<p>2/7/18- Appears that tenants have been evicted and trash/items are tossed on the front lawn. TA contacted owner of the property to take care of clean up.</p>	

Location	Zoning	Status
2615 Sansbury Drive		<p>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.            12/06/2017 – HOA still waiting on plat from owner.</p>
3917 16 <sup>th</sup> Street		<p>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</p>



Location	Zoning	Status
		<p>is digging the dirt out to use to level up his backyard, with a retaining wall.            11/07/2017 – P &amp; 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.            11/17/2017 – Silt fence has been installed and the owner has submitted a permit application; (wrong application.)            12/13/2017 - New application has not been received.            1/10/2018 – P &amp; Z has not received the application</p>

<b>Cases Resolved as of February 14, 2019</b>	
<i>Location</i>	
8346 Bay Crest Court, Building Maintenance 8324 Bayside Road, Zoning Infraction 7505 I Street, Zoning Infraction 3919 Chesapeake Beach Road East, Property Maintenance 7469 Cavalcade Drive, Property Maintenance 4002 13 <sup>th</sup> Street, Property Maintenance 3398 Cox Road, Vehicle	

<b>Year-To-Date Summary</b>		
<i>Violation Type</i>	<i>Cases</i>	
	<b>Closed</b>	<b>Active</b>
Building Maintenance	1	5
Property Maintenance	3	7
Miscellaneous		
Vehicle Related	1	0
Zoning	2	2
<b>TOTALS</b>	<b>7</b>	<b>14</b>



February, 2018  
J-B03021-4775

**TOWN OF CHESAPEAKE BEACH**  
Engineering Report

**NEW BUSINESS**

**Fishing Creek Bridge (MD Route 261) –**

February, 2018 Update: The valve vault for the Mears Avenue pump station is nearing completion and the Mears Avenue fire hydrant has been relocated as needed for system turnover for the west span construction.

**Fishing Creek Dredging –**

February, 2018 Update: The MDE resolution to the spoil site maintenance issues associated with the north swale area is now complete. We are now moving forward with a new permit application to maintain the remaining swale up to the Kellans Field Pond. We are also preparing plans to move a portion of the existing spoil material on-site with a new grading permit. This will include moving (approximately 1/3<sup>rd</sup>) of the existing spoil to the smaller North Basin and access road areas.

The Corps of Engineers has acknowledged the need for a future dredge and will be seeking to get it in the FX19 budget cycle. Once funding is appropriated (Approx. \$250,000 for Engineering and 2 million for Construction Dredging) the project should go thru 1 year of design to permit for an anticipated construction start of (Fall 2020).

**Kellans Marina –**

February, 2018 Update: We have prepared a new application to the State MDNR to obtain grant funding to improve the two existing boat ramps (west side of marina). We have also completed the permit package for submittal to MDE, and for use with construction permits and bidding.

**Richfield Station –**

February, 2018 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 (Greg Phillips) yet. – We are told a response is likely by the end of January. (No new update).

## **WRTP –**

February, 2018 Update: We are still in the ENR testing period. The final use and occupancy approval and permit closeout from Calvert County has been obtained. We continue to coordinate with the contractor (Bearing) and consultant (WRA) for the project closure and testing procedures. We are also working on warranty items and with MDE on final project cost and accounting items.

## **261 Sidewalk -**

February, 2018 Update: We are working on the sidewalk Design RFP with Holly and hope to have approval from the State to go put out the Engineering Design Services RFP soon. (No new update).

## **Heritage –**

February, 2018 Update: Site work (grading) is continuing. Ongoing meetings are being held with the Contractor and Owner to ensure the Town Staff is engaged thru the grading and construction process. Grading has been slow due to weather and moist soil conditions. Some storm drain utilities have been installed this month.

## **Water and Sewer Manual –**

February, 2018 Update: We are working with Town Staff and Councilman Jaworski on the update of the 1985 water and sewer manual.

## **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  
February 15, 2018

### Staffing –

The third Lifeguard Orientation for the 2018 Season took place last week at Town Hall. Our new Lifeguard Supervisors have been enrolled with Ellis and Associates, so that they can take the Ellis and Associates Supervisor Training Class. Here they will be trained and certified to teach and certify our 85 new lifeguards for the 2018 Season. These new lifeguards will be trained over Spring Break.

It is not too late to sign up. We still have many positions, including lifeguards available. Anyone interested in working at the Water Park this summer can visit our website, click on employment opportunities, and sign up for the orientation for the position of their choice. Except for lifeguards, they all take place in March. <http://www.chesapeakebeachwaterpark.com>

### Season Passes –

Season Passes are currently being offered on our website. Purchasing a Season Pass is a perfect way for our favorite guests, the residents of Chesapeake Beach, to avoid the long lines, and save 20% on all food and store items. All Season Pass holders are also eligible to purchase one of our two types of Souvenir Cups. The new green cup will allow you to drink all summer long for one low price of \$19.50. The clear cup allows one to receive \$1 refills all summer long.

### Special Events –

Many special events are planned for the 2018 Season. We will be hosting again, for our 8<sup>th</sup> consecutive season, The World's Largest Swim Lesson. Plans for our Night Slide events and Special Character Days are well underway. The final list of Characters for the 2018 Season will be released by the middle of March. On Character Days our guests will enjoy games for the children, and special treats that are consistent with the Characters for that event.

Our Swim Lesson Program will be ready for new sign ups by March 1. Back by popular demand is our Junior Lifeguard Program. This gives children ages 12 to 14 the opportunity to learn what it is like to be a lifeguard. In this program they will also learn all the life safety skills (i.e. CPR and First Aid) that are necessary to be certified as a lifeguard. Also brought back by popular demand for the 2018 Season, are Adult Swim and Parents with Preschoolers. Every Town Resident will also be eligible to enjoy Chesapeake Beach Appreciation Days! All the information for all of these events is available on our website. <http://www.chesapeakebeachwaterpark.com>

### Budget –

All budget categories for FY2019 have been discussed with the Treasurer and Town Administrator and will be presented to the Mayor for review soon. This is in preparation for the upcoming FY2019 budget meetings.

### Maintenance/Upgrades-

The park is starting to really shine! Filo our Maintenance Tech is busier than ever making improvements everywhere. Some of the bigger things he is working on are:

- Refurbishing parts of the Blue Slide.
- Replacing some netting and rope.
- Refurbishing the floatables
- Painting the Slide Tower
- Painting the Octagon Trim
- Refurbishing the Baby Slides



To: Mayor & Town Council

From: Jon Castro

Subject: Water Reclamation Treatment Plant Report

Date: February 15, 2018

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The ENR Upgrade inspections by Calvert County was done on 2-2-18. The inspection passed and given a final on the ENR Project closeout. The process can begin to close out the project.

The Lab Renovation RFP was released on 2-1-18. A mandatory pre-bid meeting will be held at the WRTP on 2-12-18 and the bids are scheduled to be in on 2-22-19. The bid contractor selected will go in front of the Town Council in the March Town Meeting for final approval.

On 1-18-18, the Bio-monitoring samples were sent out to PACE Laboratories for a complete Chemical analysis per WRTP Permit requirements. The following week of 1-22-18 the Bio-monitoring samples were collected and sent to BMI Laboratories for the Toxicity testing. All samples arrived on time and are awaiting for all testing results. The first required Sludge Analysis sample was collected and sent to Martel Labs. This was the first sample of 4 required by permit and are awaiting the test results.

Plant staff discover #2 Filter was not operating correctly on 1-13-18. The filter was taken off line and the Filter manufacturer was contacted. It was decided the sensor was bad and the manufacturer sent out a used sensor on 1-29-18 and staff installed the sensor. The same results occurred. It was discovered then that the transmitter was bad. We are awaiting parts to get #2 Filter back on line. On 1-26-18, the #3 Filter Influent Pump tripped off due to a seal leak failure. Plant staff pulled pump and Sherwood and Logan picked the pump up for repair. On 2-2-18, Hills Electric installed a rebuilt Digester Blower and a new Motor. The blower is back on line. The new Bar Screen was repaired on 2-6-18 and put back on line with the help of the manufacturer technician.

The WRTP Budget will be released to the Town Council on 2-20-18. The Budget will be introduced at the March Town meeting after budget work sessions completed earlier in the month of March.

The new Effluent Flow Meter and Basin Valves are here at the plant and the additional parts needed arrived on 2-7-18. A schedule will be set up for the installation of this equipment and programming will be completed to complete the installation. Once this is completed, the plant staff will replace needed UV parts and get the system working on line with flow pace application.

Plant staff are continuing to work on spare parts inventory along with finding vendors for pricing on spare parts. Staff is also working on SOP's for all new ENR 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 not use the Shell Fish Tank to divert plant flow.





The plant had 3 emergency alarms for this report period. The first call in alarm was on 1-26-18 for the #3 Filter Influent Pump tripped off due to a seal leak. Plant operator responded to the alarm and placed a back-up pump on line. The #3 pump was pulled on 1-30-18 and the pump manufacturer picked it up to repair. On 2-2-18, an alarm for #3 Filter high level was sent out. An operator responded and found Filter at a high level and backwashed it. It was then put back on line. On 2-3-18, an alarm on #4 Filter air inlet valve did not open. An operator responded and found valve to be frozen due to low temperature. The Filter was placed in semi-auto mode and repaired the following day. A new SOP will be put in place to not let any filter backwash at night to eliminate late night alarms in cold weather. On 2-4-18, an alarm was called out for all filters at high levels. An operator responded and found due to heavy flows from rain and one Filter still offline, the Filters were at high levels. The Filters were put in bypass mode until the next day when flows were back to normal.

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



## Town Administrators Report – February 2018

### I. Requests for Proposals:

#### OPEN RFP's:

**WRTP Lab Renovation:** Sealed bids due 2/22/18 at 12:00pm. RFP posted on the Town website, in print and via eMaryland Marketplace #MDTCB1036887.

**Fireworks Display 2018:** Sealed bids due 2/20/18 at 12:00pm. RFP posted on Town website, in print and via eMaryland Marketplace #MDTCB1036787.

**Barge Rental for Fireworks Display 2018:** Sealed bids due 2/20/18 at 12:15pm. RFP posted on Town website, in print and via eMaryland Marketplace #MDTCB31036789.

#### UPCOMING RFP's:

**Side Walk Design Phase, per the fully executed MOU:** SHA Office of Procurement and Contract Management (OPCM) has the RFP package and as of 2/5/18 is still working on returning it to the Town so that the sealed bid process can begin. Follow up continues.

**Dredge Spoil Placement:** The Town has an existing grant in the amount of \$125,000 for the reclamation of the Town's dredged material placement (DMP) site. Placement locations are limited but we are working towards an RFP for the placement of the spoil to utilize funds available from DNR during this fiscal year.

### II. Town Assets:

#### Water Reclamation Treatment Plant:

Final Use and Occupancy has been obtained and the water reclamation upgrade is officially complete.

#### Town Hall:

- a. Front entry way repairs have been delayed due to freezing weather conditions.
- b. The interior leak from the IT room condensate line has been corrected.

Equipment: The public auction for the **FORD 2001 Crown Victoria** has closed and the vehicle has been sold and picked up by the buyer on 2/7/2018.

Kellam's Field: Opening day for the field is set for March 12<sup>th</sup>. The season kicks off with Beach Bucs LAX, baseball/softball assignments will be provided in March.



**Town Administrators Report – February 2018**

Bay Front park/Water Park: Recruitment of staff is underway for the 2018 summer season.

**III. Town Permits:**

**Permit Requested, granted:**

Permit #	Address	Improvement
2018-004	7434 Dakota Ave.	Addition to home

**IV. Town Complaints\*:**

Address	Presented Issue	Town Action
Along 261	Trees being cut down by BGE	Met with BGE to understand further and communicate with residents to answer questions
3706 Dark Star Ln	Chesapeake Village complaints regarding new construction outside of Town limits	Contractors cleared debris, County contacted, Lt. Naughton followed up with Contractors
7942 Deforest Dr.	Resident paid a contractor for work that was not completed	Directed resident to the police department
C Street near 18 <sup>th</sup> St	Double parking along “C” street for town home and single family lots creating safety concerns	Reviewed with fire, police and County call records and there were no safety issues identified. Town will continue to follow.

*\*complaints are those that were not remedied by Utility Billing, Code Enforcement action or with a public works “work ticket” process.*

**V. Grants**

Community Resilience Grant through Maryland Department of Natural Resources: Through Sustainable MD efforts, the Town has submitted a LOI for a \$75,000 Community Resilience grant with the State. The Town received support through the University of Maryland Environmental Finance Center for the LOI, which is the approving body for Sustainable Maryland certification. The grant would provide funding towards the Towns comprehensive planning update that would incorporate Flood Mitigation Planning. Thank you to Barbara Kete, Chair of the Green Team, and the Green Team for staying active and involved with the Sustainable MD program.



## Town Administrators Report – February 2018

### VI. Local, State, Federal Coordination:

DNR termination and covenant agreement for the Public Ramps: Assistant Secretary Bill Anderson reported on 2/1/2018 that he expected the termination agreement to be on the Board of Public Works agenda within the next 2 weeks.

### VII. Community:

- The Town is partnering with the Community Center again for the **Easter Festival** on March 18<sup>th</sup> from 1-3 at Kellams field. This event will be rain or shine using the Community Center as the location if there is rain.
- Plans are underway for the **Stars-n-Stripes festival**, “Patriotism and Me” themed events. The Town will be hosting a special SURPRISE performer at the Sunday Family Fun day. A local legend sure to be a performance, residents will NOT want to miss.





## Green Team Report to Town Council

Barbara Kete, Green Team Chair

February 15, 2018

### I. General -

- a. Mission and Vision Statements, and Action Plan: The team revised our Mission Statement to the following:

*The mission of the Chesapeake Beach Green Team is to promote a vibrant and sustainable Chesapeake Bay community that fosters long-term environmental and individual health, social well-being, and economic prosperity for its residents, businesses, and government.*

Vision and Action Plan: The previous Vision Statement and Action Plan are currently being revised

- b. Community Survey: we are reviewing responses to the previous community survey, and planning development of an updated edition.
- c. Student Member: We are inviting the Windy Hill Middle School Green Team to send a representative as a member of our team.

### II. Updates

- a. Outreach and Education:

We are working with the Library to coordinate an on-going educational display. The Chesapeake Beach Garden Club is assisting us in developing a list of relevant reading and display material on Bay Wise and otherwise sustainable planting topics. Other suggestions for material are welcome. The reading list will be added to our page of the town website
- b. Health and Wellness: We have reached out to several small farms soliciting their interest in participating in a CSA (Community Supported Agriculture) program. Floating Lotus farm was the only one that exhibited interest in having a drop-off point here in Chesapeake Beach. Information on joining the Floating Lotus CSA has been posted on the Green Team Facebook page.

Yoga for first responders – the first session was led by Nicole Cox and held at GROW Yoga on Feb. 4<sup>th</sup>. We hope there will be sufficient interest to merit making this a recurring event.

We will be placing a “Grow Free” stand in a public place for local growers to share excess vegetables, reusable bags, seeds, canning jars, etc. We are coordinating with the Town Administrator to secure appropriate space.





c. Buffer and Bay Wise Gardens: Master Gardener and Green Team member Melanie Crowder has recruited several Master Gardeners to assist in plant selection for our first two buffer gardens:

- Between Town Hall and Trader's Restaurant, and
- Next to the parking lot at Kellam Field

The first site will be planted in the spring, and the second in the fall.

d. The make-your-own rain barrel workshop is tentatively scheduled for late April or early May.

III. New Topics - We have been made aware of a \$75,000 no-match grant being offered by Maryland's Community Resilience Grant Program and have submitted a Letter of Intent to apply for this grant. Personnel from the University of Maryland Environmental Finance Center have volunteered to help us with our proposal.

*The Community Resilience grant would provide Chesapeake Beach the necessary expertise to strategically embed resiliency strategies into the Town's comprehensive plan and may serve as a model for other small towns in Maryland that wish to take actionable steps like this to address the future impacts of climate change.*



## CHESAPEAKE BEACH ETHICS COMMISSION

### REPORT OF CHESAPEAKE BEACH ETHICS COMMISSION

DATE: February 15, 2018  
TO: Mayor and Council  
FROM: /s/ Phillip R. Kete, Chair, Ethics Commission

On January 22, 2018, the commission had a very productive meeting in Annapolis with the executive director of the state ethics commission, accompanied by the general counsel and the attorney responsible for local government ethics matters. The state people resolved a number of problems we had in understanding the legal requirements that had to be met. They seemed genuinely willing to respond to requests for advice in the future.

The commission held a lengthy meeting on January 25, 2018. It went through more than fifty suggested changes in the current ordinance. Questions were raised about the desirability of a number of them. These will be discussed at our next meeting.

Our next meeting is scheduled for February 22, 2018.

**Chesapeake Beach Oyster Cultivation Society Report**

**February 15, 2018**

**Chesapeake Beach Town Council Meeting**

The Chesapeake Beach Community Mural Painting was created on January 27 and 28. It was a **GREAT SUCCESS**. 122 students and parents painted more than 300 sea life animals, some birds, lighthouses, boats and landscape on the mural. The art was directed by Tracy Bensing (BES art teacher) with the assistance of several of her friends. In addition 40 members of the Beach Elementary chorus directed by Stephanie Thompson (BES music teacher) sang environmental songs, and 10 students preformed comedy, poetry, speeches and song on the open mic. CBOCS members staffed the registration table, the CBOCS table and the paint distribution table. Other CBOCS members circulated talking with, encouraging and complementing students and parents on their art work. To view a 14:17 minute video of the event go to <https://youtu.be/iaTP6L5eUoo>.

**CBOCS 7<sup>th</sup> Anniversary Annual Meeting February 17, 2018 – 9:30 AM Chesapeake Beach Town Hall -- Snow or Shine.**

CBOCS was founded on a cold day in the winter of 2011. This year we will celebrate 7 great years of growing oysters, educating youth, outreaching to the community, water monitoring of Fishing Creek and enhancing the Chesapeake Beach Railway Trail. Join CBOCS members and other interested residents for the 2018 annual meeting in the town hall chamber. 9:30 AM for continental breakfast, conversation and viewing the Chesapeake Beach Community Mural and 10-11:30 AM for the meeting. Listen to “many” CBOCS members talk about their involvement in 2017 projects and their plans for new 2018 events. Participate in shaping the future of CBOCS with your ideas and energy. **FIND OUT WHAT THE SURPRISE IS!!!!**





Final Mural

**TOWN OF CHESAPEAKE BEACH**  
**ECONOMIC DEVELOPMENT COMMITTEE**  
**REPORT FOR FEBRUARY 2018 TOWN COUNCIL MEETING**

The Town of Chesapeake Beach Economic Development Committee (EDC) held a meeting on Monday January 22, 2018 at 6:30 pm in Town Hall Council Chambers

**Attendees:**

EDC members: Greg Morris; Tiffany Geare; Shirl Hendley; Jen Sanders; Larry Jaworski

Other attendees: Deborah Noyes and Lisa Payne, Co-chairs North Beach EDC; Gwen Schiada, North Beach Town Council and liaison to North Beach EDC; Danita Boonchaisri, Business Development Manager, Calvert County Department of Economic Development; Amanda Brown; Dave Funk; Joe Johnson; Anne Nicholas; Norma Robertson

The meeting opened with a presentation by Mr. Chris Jakubiak, Planning and Zoning Administrator for the Town of Chesapeake Beach. Mr. Jakubiak utilized a PowerPoint presentation to discuss the potential for appropriate economic development in both Chesapeake Beach and North Beach as well as obstacles to this development. A copy of Mr. Jakubiak's presentation will be posted on the Town's website under "Town Business – Economic Development Committee." Mr. Jakubiak answered several questions for attendees. It was agreed that Mr. Jakubiak should prepare a map showing potential development areas. There was also discussion that additional materials should be prepared to be provided to potential appropriate development. In addition, the Town should consider proactive outreach to potential developers and not just respond to inquiries. In addition, the Town should consider more proactive outreach of advertising and marketing to the surrounding communities about attractions in both Chesapeake Beach and North Beach

**Other discussion items:**

- Ms. Boonchaisri suggested the EDC should work with the County EDC to encourage appropriate economic development. Mr. Jaworski is scheduled to meet with the County EDC on February 8.
- The Second Annual Taste the Beaches event is scheduled for Saturday September 8, 2018. The EDC must immediately begin planning for this event. Last year's event attracted approximately 2000 attendees.
- The Stars and Stripes Festival is scheduled for Memorial Day weekend. Planning is underway for this event.
- Summer Concerts at Veteran's Park have been discussed at past meetings. Mr. Morris shared that he has been in contact with several military music groups about participating in these events.
- The EDC has discussed the possibility of reinstating a limited trolley service between the two towns during the summer tourist season. The general concept is to have limited service between Chesapeake Beach, North Beach and possibly up to Herrington Harbour South. There



was interest expressed by North Beach EDC members in working together on this concept. Mr. Jaworski attended the NB EDC meeting on January 24 to further discuss this idea and the possibility of further cooperation between the towns for joint economic development. Mr. Morris and Mr. Jaworski met with Ms Deborah Noyes and Ms Lisa Payne of the NB EDC on February 5<sup>th</sup> to discuss next steps.

- There was discussion on holding a 5K race between the two towns. This idea will be discussed at future meetings.
- There was discussion about conducting polls/public outreach/public meeting to gain input from local residents and businesses as to what they feel is “appropriate” economic development.
- The EDC has been asked by Town staff for input for content of the Town’s display at the Maryland Municipal League Summer meeting in Ocean City. Comments/suggestions are welcome.
- It was suggested that the Town consider holding more fireworks displays than just the 4<sup>th</sup> of July. Possibilities include: Memorial Day, New Year’s Eve and Labor Day. These additional displays would not need to be as elaborate (aka expensive) as the 4<sup>th</sup> of July but would entice visitors to our towns.

It was agreed that the EDC will meet monthly for the foreseeable future to move forward with the initiatives discussed tonight.

The EDC now has a site on the Town website. All information about the EDC, including Mission Statement, meeting agenda and summaries of meetings can be found under Town Business - Economic Development Committee.

**NEXT MEETING OF EDC: MONDAY FEBRUARY 12, 6:30 pm, TOWN HALL COUNCIL CHAMBERS**

**TOWN OF CHESAPEAKE BEACH**  
**ECONOMIC DEVELOPMENT COMMITTEE**  
**AGENDA FOR MEETING JANUARY 22, 2018**  
**TOWN HALL 6:30pm**

1. Introductions
2. Discussion with Chris Jakubiak, Planning & Zoning Administrator  
How to encourage appropriate economic development in our Town
3. Future activities
  - \* Taste the Beaches
  - \* Stars and Stripes Festival
  - \* Summer concerts at Veteran's Park?
  - \* Reinststitute limited trolley service?
  - \* possible 5k race?
  - \* expanded advertising/marketing of attractions in area – newspapers, brochures, etc.
  - \* coordination with North Beach EDC and Calvert County EDC
  - \* conduct poll/public meeting to gain input from residents of what they feel is "appropriate" economic development
  - \* Other activities
4. Display for Maryland Municipal League Summer meeting in Ocean City
5. Follow-up activities and next meeting

Walkable Community Advisory Group (WAG) Meeting Minutes  
January 16, 2018

1. Attendees:

- a. Derek Favret, Liaison to Town Council
- b. L Charles Fink, Liaison to Town Planning and Zoning
- c. Amenda Brown, Committee Member
- d. Theresa York, Committee Member
- e. Jan Ruttkay, Committee Member

2. Members discussed the goals and organization of the WAG

a. General goals

- i. All residents should have safe, pedestrian access to the "town center" -
- ii. Scope not limited to sidewalks – members agreed everything other than vehicular roadways would be within scope of Committee
- iii. Priorities should focus on biggest bang for the buck – priorities expect to include largest number of people served and higher safety risks

b. Organization

- i. Members discussed the pros/cons of organization as a Committee versus an Advisory Group or other. Group will not make decisions for the town, rather provide advice and recommendations to P&Z and Town Council.
- ii. Members want to encourage maximum public input and hold free communications with all other members between meetings.
- iii. Members reviewed draft Charter.

3. Members discussed next steps

a. Develop master list of areas for prioritization.

- i. Safety issue at Mears Rd at Chesapeake Station Shopping Center explored
- ii. Map illustrating proposed extension of railway trail shared with members
- iii. Members discussed walkways on private vs public property

b. Planning and Zoning Administrator should be engaged to develop a "roadmap" in conjunction with P&Z Commission to develop a walkable community annex to the Town Comprehensive Plan. Members indicated a desire to have P&Z Administrator attend an upcoming WAG meeting.

4. Budget

- a. FY18 – Approximately \$20K available in Town General Fund Budget to address sidewalk needs. This money can also be used to support WAG needs.
- b. FY19 – Members will develop an estimate of FY19 budget needs based on prioritization and other commitments.

5. General Discussion and Questions

- a. How will school bus or public transportation routes influence sidewalk priorities?
- b. WAG should work closely with EDC throughout process. Both groups should talk with business owners, as appropriate, to identify mutual goals.
- c. How will Town interact with County (Old Bayside Rd) and State (MD 260/261)? Did County amend their Comprehensive Plan, related to Old Bayside Rd?
- d. Should we be looking at places the town can claim as a right of way while the possibility still exists?
- e. Talk about information boards or maps or signs placed at strategic locations to help direct people around town (like at a mall).
- f. Why isn't there a crosswalk across MD 261 at Elementary School or near Fire Dept?
- g. County GIS maps will be a great resource for WAG.
- h. What is status of Town Adequate Facilities Ordinance?
- i. How many streets are there in Town?

6. Next Meeting: February 10, 2018