



**MINUTES OF THE  
TOWN COUNCIL MEETING  
March 21, 2013**

**I.** Bruce A. Wahl, Mayor, called the meeting to order at 8:00 p.m. In attendance were: Dr. Valerie L. Beaudin, Robert E. Carpenter, Stewart B. Cumbo, Jeffrey J. Krahling, Patrick J. Mahoney, and Eric M. Reinhardt, Council Members, Dr. James Parent, Town Administrator, Elissa Levan, Town Attorney, Sharon L. Humm, Town Clerk, Leslie Porter, Town Treasurer, Cheri Beard, Assistant Treasurer, Jay Berry, Superintendent of Public Works, William Watson, Code Enforcement Officer, Paul Woodburn, Town Engineer, Marilyn Van Wagner, Water Park General Manager, Wilson Cochran, Project Manager and First Sergeant Jones. Absent was Chris Jakubiak, Planning and Zoning Administrator and Jon Castro, WWTP Superintendent.

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

**III. Approve the Agenda.**

**MOTION:** Mr. Cumbo moved to approve the agenda. Seconded by Mr. Mahoney.

**MOTION:** Mr. Krahling moved to amend the agenda to table the introduction of Ordinance O-13-3, adopting the annual budget for the General Fund.

**The Mayor ruled this motion out of order.**

The Council voted on the agenda as presented. Ayes, Mr. Carpenter and Mr. Cumbo. Opposed, Dr. Beaudin, Mr. Krahling, Mr. Mahoney and Mr. Reinhardt. Motion failed.

The Mayor called for a motion to adjourn the meeting stating without an agenda there was no reason to conduct a meeting. Councilman Mahoney suggested Mr. Krahling wait until Ordinance O-13-03 is introduced to voice his issue in wanting to table and to have Council re-vote on the agenda.

**MOTION:** Mr. Mahoney moved to approve the agenda as original presented. Seconded by Mr. Cumbo, all in favor.

**IV. Approval of the minutes of the February 21, 2013 Public Hearing.**

**MOTION:** Mr. Mahoney moved to approve the minutes of the February 21, 2013 Public Hearing. Seconded by Mr. Krahling, all in favor.

**Approval of the minutes of the February 21, 2013 Town Council Meeting.**

**MOTION:** Mr. Mahoney moved to approve the minutes of the February 21, 2013 Town Council Meeting. Seconded by Mr. Carpenter, all in favor.

**Approval of the minutes of the February 25, 2013 General Fund and Mitigation Fund Work Session.**

**MOTION:** Mr. Mahoney moved to approve the minutes of the General Fund and Mitigation Fund Work Session. Seconded by Mr. Cumbo, all in favor.

**Approval of the minutes of the February 25, 2013 Executive Session Minutes.**

**MOTION:** Mr. Mahoney moved to approve the minutes of the February 25, 2013 Executive Session. Seconded by Mr. Krahlung, all in favor.

**Approval of the minutes of the March 11, 2013 Water Park Work Session.**

**MOTION:** Mr. Mahoney moved to approve the minutes of the March 11, 2013 Water Park Work Session. Seconded by Mr. Cumbo, all in favor.

**V. Petitions and Communications:**

- A. Deputy's Report** – First Sergeant Jones submitted the attached written report and addressed the Council's questions and concerns.
- B. Public Works Report** – Mr. Berry submitted the attached written report and addressed the Council's questions and concerns. Mr. Mahoney inquired to the status of the street light at 15<sup>th</sup> Street.
- C. Code Enforcement Officer's Report**- Mr. Watson submitted the attached written report and addressed the Council's questions and concerns. Mr. Mahoney asked Mr. Watson to investigate a problem at the property of the north side corner of 14<sup>th</sup> and Old Bayside Road concerning an eroding drainage ditch and to report back next month.

Public comment was received by Pamela Curtin of 7911 Old Bayside Road expressing her concern about a burnt out house on her street with a tree down in the alley inquiring status on a future solution.

- D. Town Engineer's Report** – Mr. Woodburn submitted the attached written report and addressed the Council's questions and concerns. Mr. Cumbo asked Mr. Woodburn to elaborate on the Trail extension in regards to the report compiled by Title Abstractor Terry Erder in reference to property title issues. Mr. Krahlung asked to have a copy of the plans on the MD Route 261 Sidewalk when ready.
- E. Water Park Report** – Mrs. VanWagner submitted the attached written report and addressed the Council's questions and concerns. Mrs. Van Wagner introduced "Quacks", the new mascot for the water park. Mrs. Van Wagner presented the idea to have season pass holders with preschoolers to come in during the adult swim.

- F. Wastewater Treatment Plant Report** – Mr. Castro submitted the attached written report but was not present to address the Council. Mr. Krahling inquired about the EPA DMR-QA Study 33.
- G. North Beach Volunteer Fire Department Report** – Mr. Gordy submitted the attached written report. Mr. Gordy thanked the Council for the Town’s donation and stated the donations from both Chesapeake and North Beach will go towards the purchase of a new utility piece.
- H. Treasurer’s Report** – Mrs. Porter reminded the Council of the upcoming budget work session on the Utility Fund and the WWTP Fund on Monday, March 25<sup>th</sup> at 7:30 p.m.
- I. Chesapeake Beach Special Events Report** – Mrs. O’Dell submitted the attached written report and gave an update on all of the upcoming events. Mrs. O’Dell thanked all the volunteers that came out Saturday, March 16<sup>th</sup> to help in the Railway Trail, Harbor Road and Kellams Field clean up.
- J. Mayor’s Report** –
1. The Mayor announced that a budget work session will be held on Monday, March 25<sup>th</sup> at 7:30 p.m. on the Utility Fund and WWTP Fund. A second work session will be held on Monday April 8<sup>th</sup> to discuss the utility rates.
  2. The Mayor reported that Councilman Cumbo and he attended the SMMA meeting at Indian Head on March 13, 2013 and encouraged the Council to participate in future meetings.
  3. The Mayor stated that three text amendments from the Planning and Zoning will be introduced at the April Council meeting.
  4. The Mayor stated that the Town staff was inundated with a flurry of calls in regards to utility rates due to a ROBO call.
  5. The Mayor thanked all those that attended the Infrastructure Tour on February 23<sup>rd</sup>. Mayor Wahl expressed his appreciation to Mrs. O’Dell for organizing the tour and Mr. Woodburn for his part in the transportation.
  6. The Mayor reported that Councilmen Krahling and Cumbo along with himself attended the Southern Maryland Legislative Reception on February 28<sup>th</sup> in Annapolis.
  7. The Mayor stated that on March 11<sup>th</sup> he did his annual visit to the Beach Elementary School speaking to the 4<sup>th</sup> graders on the “If I were Mayor” essay contest, stating the theme this year was “a vision of the future”.
  8. The Mayor stated on March 12<sup>th</sup> he testified before the Board of County Commissioners on the Tax Differential and was happy to say that the differential remains the same as the previous year.

9. The Mayor stated on March 19<sup>th</sup> he was invited to and enjoyed speaking at the Northern Calvert Lions Club.
10. The Mayor reported that iPads have been ordered for each Council member to be used during Council meetings. This, of course, will aid in paper waste and save time for the staff.
11. The Mayor touched on the letter received from Calvert County Public Schools on the redistricting of Beach Elementary stating that public hearings will be held for those desiring to comment on the various options presented.

## **VI. Resolutions & Ordinances**

- A. Introduce Ordinance O-13-3, an Ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the General Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2013 to June 30, 2014 and setting municipal tax rates.** A public hearing will be held at 7:30 p.m. prior to the next regularly scheduled meeting.
- B. Introduce Ordinance O-13-4, an Ordinance of the Town Council of Chesapeake Beach, Maryland adopting the annual budget for the Water Park Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2013 to June 30, 2014.** A public hearing will immediately follow the public hearing on Ordinance O-13-3.
- C. Introduce Ordinance O-13-5, an Ordinance of the Town Council of Chesapeake Beach, Maryland, adopting the annual budget for the Mitigation Fund of the Town of Chesapeake Beach for the fiscal year July 1, 2013 to June 30, 2014.** A public hearing will immediately follow the public hearing on Ordinance O-13-4.
- D. Introduce and Vote on Resolution R-13-1, a Resolution of the Mayor and Town Council of Chesapeake Beach for the purpose of making a declaration of official intent pursuant to U.S. Treasury Regulation Section 1.150-2 regarding the Town's intention to reimburse prior expenditures made in connection with Enhanced Nutrient Removal upgrades to, and, potentially, the expansion of, the regional Wastewater Treatment Plant and system serving the Town, the Town of North Beach, Anne Arundel County and Calvert County from the proceeds of one or more obligations to be issued by the Town.**

**MOTION:** Mr. Cumbo moved to approve Resolution R-13-1. Seconded by Mr. Carpenter. Ayes, Dr. Beaudin, Mr. Carpenter, Mr. Cumbo and Mr. Mahoney. Opposed, Mr. Krahling and Mr. Reinhardt. **Motion Passes.**

**E. Introduce Ordinance O-13-6, an Ordinance of the Council of Chesapeake Beach to authorize and empower Chesapeake Beach (“the Town”) to issue and sell from time to time, upon its full faith and credit, one or more series of general obligation bonds in an aggregate principal amount not to exceed THREE MILLION NINE HUNDRED FIFTY THOUSAND DOLLARS (\$3,950,000.00), each series of bonds to be issued and sold and the proceeds thereof to be used and applied for the public purpose of financing, reimbursing or refinancing costs incurred in connection with Enhanced Nutrient Removal upgrades to and the expansion of, the regional wastewater treatment plant and system serving the Town, The Town of North Beach, Anne Arundel County, Maryland and County Commissioners of Calvert County, together with related costs and costs of issuance as provided herein; determining that any such series of bonds be sold to the Maryland Water Quality Financing Administration (THE “ADMINISTRATION”) by private sale, without public bidding; authorizing the approval by resolution of one or more loan agreements with the Administration; acknowledging that any such loan agreement may provide for payment of the related series of bonds to be subject to acceleration upon an event of default; pledging any moneys that the Town is entitled to receive from the State of Maryland, including the Town’s share of the State income tax, to secure its obligations under the loan agreements; authorizing the Council by resolution to determine and provide for various matters relating to the authorization, sale, security, issuance, delivery, payment and prepayment of and for any series of bonds contemplated hereby; providing that to the extent required by the Administration, the Town may provide by resolution for a debt service reserve account to be funded from non-bond proceeds to secure payment of any series of bonds; authorizing and directing the payment of any fees or costs provided for in the loan agreements which are not payable from bond proceeds and providing that the Town’s obligation to pay such amounts shall be absolute and unconditional as provided in the loan agreements; providing that the Town shall use and apply proceeds of any such series of bonds only as permitted by the loan agreements, the clean water Act (as defined herein) and the MWQFA Act (as defined herein); authorizing the issuance and sale by the Town from time to time of one or more series of general obligation bond anticipation notes in an aggregate principal amount not to exceed THREE MILLION NINE HUNDRED FIFTY THOUSAND DOLLARS (\$3,950,000.00), prior to and in anticipation of any series of bonds, in order to finance or reimburse project costs on an interim basis, together with related costs and costs of issuance as provided herein; authorizing the issuance and sale by the Town from time to time of one or more series of general obligation bonds in order to refund or advance refund any of the bonds issued pursuant to the authority of this ordinance and to pay related costs and costs of issuance, provided that, the aggregate principal amount of any such series of refunding bonds shall not exceed one hundred thirty percent (130%) of the aggregate principal amount of the bonds refunded therefrom; authorizing the council by resolution to make any further determinations deemed necessary or desirable in connection with the issuance and sale of any such series of bond anticipation notes or refunding bonds and providing that each series of bond anticipation notes or refunding bonds shall be sold on a private (negotiated) basis unless otherwise determined by resolution; providing**

that the principal of and interest on any such series of bonds, bond anticipation notes or refunding bonds (each, a series of "Obligations") will be payable in the first instance from revenues received by the Town in connection with the operation of the wastewater system serving the Town (and to the extent required by the purchaser of any such series of obligations, from revenues received by the Town in connection with the operation of the water supply system serving the Town), all to the extent any such revenues are lawfully available for such purpose; providing for the levy of ad valorem taxes upon all real and personal property within the Town's corporate limits subject to assessment for unlimited municipal taxation to pay the principal of and interest on any such series of obligations in each fiscal year; pledging the full faith and credit and unlimited taxing power of the Town to the prompt payment of the principal of and interest on any such series of obligations; providing that the principal of and interest on any such series of obligations also may be paid from any other sources of revenue lawfully available to the Town for that purpose; authorizing the Council by resolution to provide for any amendments or modifications to any series of bonds authorized hereby and related documentation post-issuance; providing that any of the bonds, bond anticipation notes or refunding bonds authorized hereby may be consolidated with any other bonds, bond anticipation notes and/or refunding bonds authorized by the Council, as applicable, and issued as a single series of obligations; authorizing and directing officials and employees of the Town to take any and all action necessary to complete and close the issuance, sale and delivery of any such series of obligations and to carry out and consummate the transactions contemplated and by this ordinance; providing that this title shall be deemed a fair summary of this Ordinance for all purposes; and otherwise generally relating to the issuance, sale, delivery and payment of and for the obligations authorized hereby. A public hearing will immediately follow the public hearing on Ordinance O-13-5.

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

- A. Planning & Zoning Commission** – There was no meeting held in March. Mr. Jakubiak was not present to address the Council. The Mayor stated that the proposed Zoning text changes will be presented at next month's meeting.
  
- B. Board of Appeals** – There was no hearing held in March.
  
- C. Water Park Advisory Board** – Mr. Cumbo reported the Board is awaiting the economic impact study and will incorporate into their presentation for the Council. The Board is looking to present a presentation to the Council in April or May.

**D. Skateboard Park Committee** – Mr. Carpenter stated a draft plan will be submitted to each Council member for consideration of design approval for the April meeting.

**E. Election Advisory Committee** – Mr. Carpenter anticipates an Ordinance for next month's Council meeting. Mr. Mahoney suggested once the Council completes its work on the budgets that a work session be scheduled with the Board of Elections before a final Ordinance is presented. The Mayor and Mr. Carpenter were in agreement.

**F. Bayfront Park Committee** – Mr. Mahoney reported on the committee's recommendations which include a rate increase for out of town patrons, signage, issues at Chesapeake Village, portable toilets and public safety issues.

**MOTION:** Mr. Mahoney moved to adopt the 2013 admission rate increase for out of town patrons as presented. Seconded by Dr. Beaudin. Ayes, Dr. Beaudin, Mr. Cumbo, Mr. Krahlung and Mr. Mahoney. Opposed, Mr. Carpenter and Mr. Reinhardt. **Motion passes.**

**G. Chesapeake Beach Oyster Cultivation Society Committee** – Mr. Bacon was present to give the Oyster and Water Monitoring report.

#### **VIII. Unfinished Business:**

1. Councilman Krahlung suggested the Council schedule a work session for the Paul Messinese sewer issue and one for the Zoning Map. It was suggested that these items be revisited in May or June.
2. Councilman Krahlung also requested that when a particular motion or suggestion that is presented during an open meeting is considered or ruled out of order according to Robert's Rules, that it be quoted from Robert's Rules.
3. Councilman Reinhardt inquired about the status of the committee to study the feasibility of privatization of the water park. The Mayor stated he will address this at next month's meeting.

#### **IX. New Business: None**

**X. Public Comment:**

Public comment was received by:

1. Janice Sebold of 3238 Rector Lookout
2. Michelle Entzian of DeForest Drive
3. Teresa York of 7150 Old Bayside Road

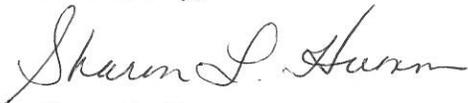
**XI. Council Lightning Round:**

1. Mr. Krahling thanked everyone for coming and wished everyone a Happy Easter. Councilman Krahling stated he would post on his website his reason for opposing Resolution R-13-1 for those interested.
2. Mr. Cumbo expressed his concern in understanding the reason for opposition on Resolution R-13-1 by several Councilmen.
3. Dr. Beaudin stated if anyone would be interested in speaking with her on the Beach Elementary School enrollment and Capacity report to please see her after the meeting.
4. Mr. Reinhardt stated he will be posting on his website the reason for opposing Resolution R-13-1 also.
5. Mr. Carpenter reminded everyone of the Easter Festival on Saturday and looks forward to Spring.
6. Mr. Mahoney thanked Mrs. O'Dell for the rundown of all the upcoming events in Town and wished everyone a Happy Easter.
7. The Mayor announced a Green Team meeting will be held Wednesday, April 3, 2013.

**XII Adjournment:**

There being no further business, the meeting adjourned at 9:55 p.m. on a motion by Mr. Mahoney. Seconded by Dr. Beaudin, all in favor.

Submitted by,



Sharon L. Humm  
Town Clerk



**MINUTES OF THE  
BUDGET WORK SESSION  
March 25, 2013**

- I. Bruce A. Wahl, Mayor, called the meeting to order at 7:30 p.m. In attendance were: Dr. Valerie L. Beaudin, Robert E. Carpenter, Stewart B. Cumbo, Jeffrey J. Krahlung, Patrick J. Mahoney and Eric M. Reinhardt, Council Members, Dr. James Parent, Town Administrator, Leslie Porter, Town Treasurer, Cheri Beard, Assistant Town Treasurer, Jay Berry, Superintendent of Public Works, Jon Castro, WWTP Superintendent, and Wilson Cochran, Project Manager. Absent were Sharon L. Humm, Town Clerk and Paul Woodburn, Town Engineer.
- II. **Pledge of Allegiance** – Councilmen Eric Reinhardt led the Pledge of Allegiance.
- III. **Budget Work Session on the Wastewater Treatment Plant Fund & Utility Fund.**

The Mayor stated that tonight's work session would consist of discussing the WWTP Fund and the Utility Fund budget. A work session will be held on April 8<sup>th</sup> to discuss the utility rates. The Mayor stated once he received the preliminary report of the rate structure from the Consultant he would distribute to the Council and have available for the public at the April 8<sup>th</sup> meeting. The Mayor stated due to additional input from the Council another work session on the General Fund will be held Monday, April 15<sup>th</sup>.

**Treatment Plant Fund FY 2014**

The Mayor wanted to make everyone aware that the WWTP is managed in a separate fund because it is a shared facility. Being the lead agent, the Town has the responsibility to operate the Plant but costs are shared by the Town and its partners, North Beach and Calvert County, thus, the need for a separate fund and its own budget.

**Revenues**

Mrs. Porter stated the Revenues are divided into Fixed, Variable, Other Fixed Costs and Grants and gave a detailed breakdown for the Council.

**Expenditures**

**Fixed Expenses: Wages & Benefits:**

Mr. Castro stated there was an increase in wages due to the hiring of a new Operation Trainee. With the proposed wage increase for FY14, the benefits and administration line items also show an increase. Mr. Castro stated that he would cut the overtime during the new construction adjusting the Trainee's schedule to compensate for the overtime.

**Other Fixed Costs**

**Engineering & Professional Fees:**

Mr. Castro said they are still in the ENR design stages and that will stay the same. Mrs. Porter clarified that the engineering costs related to the ENR project are treated as Capital Expense. Any Engineering and Professional fees would be for IT Support, fees that are paid to MDE, and any Attorney's fees paid that are Treatment Plant related. Mr. Castro stated there was an increase in the lab analysis and supplies line item due

to combining other lab related items to this. Mr. Castro also discussed Equipment repair, Safety, and Miscellaneous cost.

**Variable Expenses:**

Mr. Castro discussed the increase in chemicals, utilities and landfill tipping fees.

**UTILITY FUND FY 2014**

**Expenditures- Sewer**

**Operating Costs:**

Mayor Wahl stated that the TPF Fixed and Variable Costs are based on the TPF budget.

Engineering and Professional Fees will increase due to a single audit.

Mayor Wahl stated that the Banking and Credit Card Fees were moved from miscellaneous and its own line item created.

Miss Utility Fees are relatively the same with Line Repair & Maintenance along with Pump Station Repair & Maintenance remaining the same. Miscellaneous is a nominal fee.

Contingency line item for 2014 is at zero.

Personnel and Insurance Cost Allocation are based on the formulas and the allocations that the Town Council looked at when they discussed the General Fund at a previous meeting.

The Debt Services are the payments we make on all the loans that relate to sewer.

Councilwoman Beaudin asked Mr. Castro how many gallons of sewer annually are treated.

Mr. Castro stated that the gallons in 2011 were 271,690,000 and 2012 were 280,922,000, of which 56% is from Chesapeake Beach.

**Expenditures- Water**

**Operating Cost:**

The Mayor stated that there were nominal changes from the current year's budget.

Councilwoman Beaudin inquired to the number of gallons of water used for 2011/2012. Mr. Cochran will provide the information to the Council. Mr. Krahlting questioned the cost increase under water meters. Mr. Berry explained the changing out of meters and MXU's caused the increase.

**Revenues- Water**

**Capital Connection:** Mayor Wahl stated that in 2013, 48 Capital Connection fees were budgeted at a total of \$960,000, stating it isn't going to happen. Mrs. Porter said at this time there are only 18 for this fiscal year. Projected for 2014 are 35 taps at \$700,000 with some indications that this may happen with Chesapeake Village and Richfield Station and a few others being in the works. Mayor Wahl stated that if we don't use the Capital Connection Fees to pay off the debt services, user rates will have to increase.

Mayor Wahl discussed the Capital Requests for FY14. The Mayor stated that he removed the portable dry pump at \$60,000 from the list and deferred the Woodshire Avenue water line replacement at \$100,000.

Mayor Wahl stated that the projected sewer revenue is at \$463,000 and projected water revenue at \$290,500 giving a total user revenue required at \$1,524,527, leaving a shortfall of \$771,027.

**Public Comments were received by:**

Ron Draper-8193 Windward Key Dr.

John Bacon-8717 C Street.

The budget work session was adjourned at 10:00 pm. on a motion made by Mr. Mahoney. Seconded by Dr. Beaudin, all in favor.

Submitted by,

Fran Addicott  
Office Clerk



**MINUTES OF THE  
UTILITY RATES WORK SESSION  
April 8, 2013**

- I.** Bruce A. Wahl, Mayor, called the meeting to order at 7:30 p.m. In attendance were: Dr. Valerie L. Beaudin, Robert E. Carpenter, Stewart B. Cumbo, Jeffrey J. Krahling, Patrick J. Mahoney and Eric M. Reinhardt, Council Members, Dr. James Parent, Town Administrator, Sharon L. Humm, Town Clerk, Leslie Porter, Town Treasurer, Jay Berry, Superintendent of Public Works, Paul Woodburn, Town Engineer and Wilson Cochran, Project Manager.
- II.** **Pledge of Allegiance** – Mr. Mahoney led the Pledge of Allegiance.
- III.** **Utility Rates Work Session** –

The Mayor stated that tonight's work session involves the discussion of utility rates. The Mayor specified that he will allow the public to comment but will do so once the presentation has been presented and the Council has discussed it. The Mayor introduced Ms. Jean Holloway.

Ms. Holloway stated she is a Sustainable Infrastructure Circuit Rider with the Delaware Rural Water Association and has done training on rate setting and financial management since 1999. Ms. Holloway began her presentation by stating she deliberately did not look at previous proposed structures but created hers "from scratch" using data from the budgets the Council agreed upon at the work session two weeks prior, actual accounts and standard calculations and forecasting. She calculated a base rate in each utility, based solely on cost recovery, (being debt service and reserve funds), then calculated 3 scenarios for each using her standard practice methods as a starting point and also presented the process she used to determine the user rate per 1000 gallons for each. Thus, the minimum bill would be straight across the board and everyone would pay for what they used. Ms. Holloway addressed the effect of equivalent meter charge. If the Town wanted the rate to reflect different types of users, the most equitable way to do so would be by equivalent meter size.

Ms. Holloway made the following recommendations as per her rate analysis:

1. Establish a minimum bill structure to cover fixed costs (i.e. availability charge)
2. Eliminate gallons allowed in minimum
3. Charge minimum based on equivalent meter size with all residential users/units being=1

The Council thanked Ms. Holloway for a most enlightening presentation and each Council member voiced their questions, concerns and views to what was presented. Discussion included options of excluding a minimum bill and paying only for gallons used, removing the reserve portion of the fixed cost in order to reduce the overall quarterly bill, and the option of borrowing from the General Fund to offset operating costs in the upcoming fiscal year and allow the utility rates to be phased in over three years, noting that the loan would need to be paid back.

Public comment was received by:

1. Pamela Curtin of 7911 Old Bayside Road
2. Thomas Smith of 3902 26<sup>th</sup> Street

The Mayor stated the introduction of the Utility Fund will be introduced at the May Council meeting and will be voted on in June. The Mayor stated he will continue to work with Ms. Holloway to refine the rate analysis and welcomes any further comments from the Council.

The meeting adjourned at 9:33 p.m. on a motion by Mr. Mahoney. Seconded by Dr. Beaudin, all in favor.

Submitted by,



Sharon L. Humm  
Town Clerk



**MINUTES OF THE  
GF BUDGET WORK SESSION  
April 15, 2013**

**I.** Bruce A. Wahl, Mayor, called the meeting to order at 7:30 p.m. In attendance were: Dr. Valerie L. Beaudin, Robert E. Carpenter, Stewart B. Cumbo, Jeffrey J. Krahlung, Patrick J. Mahoney and Eric M. Reinhardt, Council Members, Dr. James Parent, Town Administrator, Sharon L. Humm, Town Clerk, Leslie Porter, Town Treasurer, Cheri Beard, Assistant Town Treasurer, Marilyn Van Wagner, Water Park General Manager, Jay Berry, Superintendent of Public Works and Wilson Cochran, Project Manager. Absent was Paul Woodburn, Town Engineer.

**II. Pledge of Allegiance** – Mr. Munro led the Pledge of Allegiance.

Councilman Cumbo asked a moment of silence for the victims of the Boston bombing that took place earlier in the day.

**III. Budget Work Session on the General Fund-**

The Mayor stated tonight's work session is a result of Council recommendations and or revisions to the General Fund budget. The Mayor stated he had received emails from several Council members with proposed revisions for consideration. The Mayor wanted to point out that from the discussion at the original work session of February 25<sup>th</sup>, the proposal to pay off the State Bond of \$510,700 would not need to be cut from the current year's budget to accommodate the pay off.

Councilman Mahoney started the evening with his proposal to add a line item of \$30,000 to the budget for Town Council legal fees, giving the legislative body a source for legal information. Mr. Mahoney suggested the removal of the \$25,000 informational sign at Town Hall and cut \$5,000 of the Christmas lights to compensate for the \$30,000. Councilman Mahoney stated he feels Ms. Levan works at the pleasure of the Mayor and feels the Council needs a legal advocate. After each Council member expressed their opinion on the subject, the majority of the Council was in agreement.

The Mayor stated the Council was provided with amended worksheets which incorporated the contribution of \$250,000 for the rainy day fund and a loan of \$800,000 from the GF to the UT Fund to help financially in phasing in a new rate structure over a three year period.

Councilman Krahlung presented his revisions for consideration. Each Council member expressed their approval and/or disapproval of the 14 items that Mr. Krahlung presented.

After all was said and done it was agreed the following items would be submitted as amendments to the GF budget for consideration:

1. The removal of \$20,000 for new Christmas lights
2. The removal of \$350,000 capital request for Veterans Park
3. The removal of \$25,000 for an informational sign at Town Hall

4. The removal of \$10,000 for surveillance camera in Veterans Park
5. The addition of a line item of \$30,000 for Council legal fees
6. The contribution of \$250,000 to the rainy day fund

The Council discussed the \$800,000 loan from the General Fund. Councilmen Carpenter and Mahoney were in favor of taking a \$800,000 loan from the General Fund and loaning to the Utility Fund to help in phasing in a new rate structure over three years. The remainder of the Council was in opposition of this.

Councilman Reinhardt asked Council to support taking a 1.3 million dollar loan from the GF and loaning to the UT Fund to pay for the FY2014 expenditures related to the ENR project. All the Council were in favor with the exception of Councilmen Carpenter and Cumbo.

The Mayor stated five amendments to the General Fund will be presented at the Town Council meeting on Thursday.

There being no further discussion the Council moved to adjourn.

The meeting adjourned at 10:03 p.m. on a motion by Mr. Carpenter. Seconded by Mr. Mahoney, all in favor.

Submitted by,



Sharon L. Humm  
Town Clerk

# Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: March 5, 2013  
To: Sharon Humm  
From: First Sergeant Roscoe Jones  
Re: Sheriff's Office Report-Chesapeake Beach

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In February, the Sheriff's Office handled 491 calls for service in Chesapeake Beach. This is up from 477 calls in January.

Call Breakdown for February:

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

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

Of the 491 calls, we handled:

- 1 Assault (Closed by arrest)
- 5 CDS Violations
- 6 Thefts (3 closed by arrests, 3 under investigation)
  - *Theft of Shampoo from Roland's (Closed)*
  - *Theft of purse (Closed)*
  - *Theft of firewood from Fastop (Closed)*
  - *Theft of purse from Ron N Reel (Under investigation)*
  - *Theft of cigarettes from Twin Beach Store (Under investigation)*
  - *Theft of sunglasses from UNLOCKED car at Rod N Reel (Under investigation)*
- 1 Burglary
  - *Shed broken into, boat motor stolen (Under investigation)*
- 1 Destruction of Property (Under investigation)
  - *Car window struck with unknown object (Under investigation)*
- 9 DWI

**Breakdown of Dispatched/Self Initiated Calls**

911 hang up – 5	Fight – 1	Trespassing – 5
Accident – 5	Follow up – 21	Unknown problem - 2
Alarm – 12	Found/recovered property – 2	Warrant Service - 5
Assault – 4	Fraud – 4	
Assist motorist – 5	House/building check – 2	
Assist other department – 4	Loud Party/Music - 2	
Assist sick/injured – 3	Noise complaint - 1	
Attempt to locate – 10	Parking complaint - 1	
Burglary – 2	Patrol check – 309	
CDS violation – 5	Police information – 3	
Check welfare – 4	Protective/Peace order - 1	
Conservator – 1	Special assignment – 7	
Destruction of property – 3	Summons service – 10	
Death investigation - 1	Suspicious person – 4	
Disorderly – 7	Suspicious vehicle – 4	
Domestic – 7	Theft – 7	
DWI – 9	Traffic complaint – 8	
Eviction – 1	Traffic assignment – 1	

\*\*Note – The reportable incident totals on page 1 may differ from the dispatched totals on page 2. The breakdown on page 2 represents all calls dispatched/self initiated by the sheriff's office. The totals listed on page 1 may be less due to factors the deputy learns upon arrival to the scene\*\*



Jay Berry,  
Superintendent Public Works

March 21<sup>st</sup>, 2013

## Public Works Report

Water Park- We will soon be dewatering the water park to check for new leaks. We have completed the pump room bolt replacement at this time. We are currently working on replacing the rusted and broken pipe hangers. The rusted out electrical cabinet has also been replaced.

Graffiti - No new graffiti has been reported.

Water leak- At this time there is no new main line water leak to report.

Wet wells- This month's PM check was performed at E Street wet well. This pump station has 2 submersible pumps along with 71 kilowatt back up generator. All is well, nothing remarkable to report.

Water meter/MXU- The Public works crew is still ongoing in their efforts to change out mxu's . We continue to work in the Bay View hills development along with other areas in Town.

Snow removal- We had the threat of a major storm which we all know missed us. We readied are fleet with plows and spreaders all for nothing. I believe that was the last time this winter we will talk about snow and I will be removing this from my report until next year.

Ball fields - Base ball is here along with Lacrosse. We have moved the bleachers and goal post so they can use the field. The bathrooms have been dewatered and are now in use.

Rail Way Trail cleanup- The cleanup was held on Saturday the 16<sup>th</sup> . At the time this report was submitted the cleanup has not happened yet and I will give an oral report tonight. I personally want to thank everyone who came out and helped.



# MEMORANDUM

**TO:** Mayor and Town Council  
**FROM:** Bill Watson, Code Enforcement Officer  
**DATE:** March 21, 2013  
**SUBJECT:** Code Enforcement Status Report

Vehicles Addressed	
Location	Status
4029 15 <sup>th</sup> Street – Jet ski on trailer w/o tags	Removed
3806 28 <sup>th</sup> Street – Inoperable Vehicle – Tags Expired	Moved
17 <sup>th</sup> Street Alley (South) Abandoned Vehicle	Letter sent, returned. Vehicle moved.
3512 Elizabeth Court – 3 inoperable vehicles	Cover letter, affidavit, 4 citations sent
3900 27 <sup>th</sup> Street – Inoperable Box truck on D Street	Letter sent. Moved.
7434 Dakota Avenue – Boat on Trailer in Right-of-way	Letter sent. Boat Moved
E Street in Tee Turn-around – Boat on trailer	DNR provided ownership info. Letter to be sent.
7415 Dakota – Small trailer parked on cul-de-sac	Letter to be sent

Grass & Other Violations	
Location	Status
3914 18 <sup>th</sup> Street – Tall Grass, Trash in driveway	Letter returned undeliverable
7533 I Street – Stump in Front Yard	Stump removed
8420 D Street – Vacant area overgrown with Phragmites	Met w/owner. Owner to pursue eradication in fall.
7537 C Street – Tree down in front yard of foreclosed house	Followed up with Bank. Contractor has been let to Landscaper.
3813 10 <sup>th</sup> Street – Dangerous Deck, trash	Cover letter, Affidavit & 2 citations sent.
8309 Bayside Road – Siding coming off south side of house	Called Owner. Will repair.
7636 Bayside Road – Bulk trash & brush pile on shoulder	Letter to be sent

**Court Status**

- No cases presently scheduled in court



**TOWN OF CHESAPEAKE BEACH**  
Engineering Report

Trail – Concept site plans for a Trail extension from the Trestle and thru the Richfield Station Rail bed have been developed and provided to the Critical Area Commission and the State Highway Administration (SHA). We are currently researching critical area woodland mitigation possibilities and property title issues (we spoke to the Title Abstractor Terry Erder on 1/9/13 and more research has been completed – an extensive report has been compiled which we understand from Terry gives title to the town). We are currently seeking guidance from title attorneys to gain title insurance. Preliminary Environmental studies are complete to move forward with the Trail extension plans and the Critical Area Commission has requested a meeting to help move us through the process. The meeting is scheduled for March 19. Several potential mitigation programs have been identified and are being pursued. A set of 30% design plans have been forwarded to MSHA to get their feedback on how to gain additional TEA-21 funding.

WWTP – (ENR upgrades) – All permits have been issued and construction bids were received November 30<sup>th</sup>. Bid award packages have been sent to MDE for approval and funds procurement. We had our preconstruction meeting with Bearing Construction on March 12, 2013 and anticipate an April 2013 construction start date.

Kellams Field – We are working with American Irrigation to determine the connection needs (pressure & volumes) for the purple pipe. This work can be performed in conjunction with the WWTP upgrades.

Richfield Station Water Tower – Inspection of the facility has been completed. The inspection report recommendations outline the need for the tank to be cleaned and repainted on the inside and outside of the tank. Corrosion Control Corporation is under contract to perform the Phase One interior work. The interior work of Phase One cleaning and has commenced. The tower is now offline. Completion is scheduled for mid July.

Water Park – Short and long term maintenance, repair and upgrade items are being evaluated. Budgeted repair work items are currently underway.

‘E’ Street Pump Station Influent Sewer Pipe and Storm Drain Inlet/Pipe Repair - The Town will be performing test holes over the sewer pipe to determine the extent of the ‘belly’ in the pipe and around the inlet. Recommendation for repairs will follow the test holes investigation by the Public Works staff.

Skate Park – Final design plans are ongoing by the skateboard consultant.

Purple Pipe – We are developing layouts for installation of the pipe to serve the Route 260 landscaping areas and Kellams Field. Operation of the system will commence with the ENR project.

Fishing Creek Dredge – The U.S. Army Corps of Engineers has given the Notice to Proceed and the contractor has completed repairs to the existing spoil site. The contractor has mobilized and dredging is underway. Dredging should be complete in the next few weeks.

Fishing Creek Bridge (MD Rt. 261) – We are continuing to coordinate with the MSHA design team for the bridge replacement project. We were informed that the project is funded and scheduled to bid in 2013 with a 2015 construction completion anticipated. SHA has taken a second look at the bridge geometrics and is currently working with the Town to work out design and construction specifics. We are also working with the various utility companies (AT&T, Verizon, Comcast and BGE) to have their utilities relocated prior to construction. The Town has also recently met with SHA to detail the relocation of the Town water and sewer lines, and all overhead utility lines.

MD Route 261 Sidewalk – Design plans are underway to extend a pedestrian walkway from Beach Elementary School to Chesapeake Village and Bayfront Park. The site survey and environmental plans are complete.



## Water Park Report

Marilyn VanWagner, General Manager Water Park  
March 15, 2013

### Staffing –

Interviews are in full swing for the 2012 Season. We are still taking requests for interviews on line.

Lifeguard training begins this weekend and continues throughout the week.

Training packages are being updated for each department. All departments (The Lifeguards, The Grill, The Cashiers, and The Water Park Patrols) will have formal training followed up by a written exam.

### Marketing –

The Water Park needs a mascot! We searched all over the country and we found the perfect one. He is on his way right now from Akron Ohio and should arrive no later than this Monday. We are excited at the Water Park and can't wait to meet our new friend. His name is Quacks and he is a BIG Yellow Duck! He will be instrumental in helping us with all of our fundraising events, birthday parties, and all other special events. We have found some room and he will live at the park this summer. He will also attend many local events. On March 23 he will attend the Funfest at Beach Elementary and then immediately after Quacks will make his first debut at the Town Easter Festival that same day. When you meet Quacks please give him a warm Chesapeake Beach Welcome!

Discounted Season Passes are currently being offered on line for Chesapeake Beach Residents.

All inserts for our marketing brochure are being updated. The brochure was launched last year and was appreciated by our guests and the local businesses as well. Inserts will include all of our Special events, a separate insert for Character Days, Swim lessons, Rates and a Schedule for the 2013 Season.

Many of the signs in the park continue to be freshened up and are being updated to add new rules and new procedures.

Splash Radio, our water park radio station will be back again this year. Any local businesses that want to advertise on the radio or have us announce a special interest message, please contact us at [waterpark@chesapeake-beach.md.us](mailto:waterpark@chesapeake-beach.md.us), or call 301-938-2233 for details.

### Planning –

On the radar for this season are many events. Some of the events we are working on are The World's Largest Swim Lesson, Duck Races with Sunderland Elementary School, Night Slides, Character Days, our Employee Appreciation Party, and the Employee Awards Celebration.

### Maintenance/Upgrades-

The work is now being done on all Maintenance Items that were identified over the winter.



**Chesapeake Beach Wastewater Treatment Plant Report**  
**Jon Castro, Superintendent**  
**March 15, 2013**

**Plant Operation:**

The Wastewater Treatment Plant received its new State Discharge Permit and NPDES Permit for a term of five years which became effective as of March 1, 2013 and will run until February 28, 2018. The Town will send in a reapplication for a new five year permit a year before this present permit expires. This new permit contains all the ENR discharge limits. MDE has given the plant a Consent Order until the ENR construction is completed.

The EPA DMR-QA Study 33 will begin at the end of March. The plant will begin the testing for this study in April as the permit requires. The study will test the accuracy of the plants daily lab tests along with the lab contractor the plant uses.

A plant tour was set up on February 23, 2013 for the Mayor and Town Council. The tour was given by plant staff and gave the participants a look at the plant pre ENR construction.

There were no incidents to report in the plant's Solids and Handling Operation or the Lab Sampling Operation with Duffield Hauling and Chesapeake Labs.

Plant operations for this monthly report did use the Shell Fish Tank on four different occasions since the last report. These occasions were all due to rain during storms. The last time it was put into operation was on February 11, 2013.

The plant had no emergency alarms responded to during this period but plant staff checked on the plant operation on four occasions after working hours during storm conditions.

The Wastewater Treatment Plant had no spills or violations to report.

**Future Projects:**

The ENR Project for the Chesapeake Beach Wastewater Treatment Plant has completed the permit process and design stage. The bid for the ENR construction was awarded to Bearing Construction and should start construction on May 1, 2013.

The plant records will be put into the Sure Scan System with the help of Town Employee Fran Addicott to ensure a better system of storing plant data.



January 2013 Town Stats

EMS = 123

Cardiac Arrest = 2

Seizures = 5

Chest Pain = 9

Unconscious = 9

Choking = 1

CVA = 2  
(Stroke)

Other Non Priority Dispatched Calls = 55

Diabetic = 4

Fire Standby = 2

EMS calls dispatched for the Town of CB = 34

Heart Attack = 2

EMS calls dispatched for the Town of NB = 14

MVC = 15

OB = 2

EMS Drill:

Review of electronically documentation

OD = 2  
(Over dose)

Respiratory Distress = 13



Fire = 73

AFA = 2

Brush = 1

Fire calls in the Town of CB = 28

EMS = 46

Fire calls in the Town of NB= 5

Fire's = 9  
(House, Chimney, Car etc)

Hazmat = 4

LZ = 1  
(Landing zone)

MVC = 7

Service Call = 3

**Fundraising**

Bingo ----- 1<sup>st</sup>, 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup>, 29<sup>th</sup>

Upcoming Fundraising ----- Sportsman Bash April 6<sup>th</sup> 2013

\*\*\*\*\*100 % Volunteer\*\*\*\*\*



February 2013 Town Stats

Fire = 60

AFA = 8

Brush = 3

Fire calls dispatched for the Town of CB = 18

EMS = 20

Fire calls dispatched for the Town of NB = 5

Fire = 15  
(House, Chimney, Oven, Car etc)

LZ = 3  
(Landing zone)

MVC = 8

Fundraising

Service = 3

Bingo 5th, 12th, 19th, 26th

Upcoming fundraising event ----- Sportsman Bash  
April 6th

\*\*\*\*\*100 % Volunteer\*\*\*\*\*



EMS = 98

Cardiac Arrest = 1

Chest Pain = 6

Choking = 1

CVA = 1  
(Stroke)

Diabetic = 1

Fire Standby = 3

MVC = 16

Respiratory Distress = 10

Seizure = 5

Syncopal = 3

Unconscious Subj = 5

Other Non Priority Dispatched Calls = 46

EMS calls dispatched for the Town of CB = 30

EMS calls dispatched for the Town of NB = 14

EMS Drill:

Crime Scene Preservation





PLANNING & ZONING MEMORANDUM

To: Mayor and Town Council  
From: Christopher Jakubiak, AICP,  
Planning and Zoning Administrator  
Date: March 15, 2013  
Re: Report

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The **Planning Commission** did not meet in March because there was no business to be decided. There are at least two projects that are anticipated for the April meeting:

1. Review of a Concept Plan for a 10-unit multi-family residential development project proposed to be developed under the Bonus Density Overlay District provisions of the Zoning Ordinance.

Location: Bounded by 28th Street on North, C Street on West and the shoreline of the Bay on the East.

Name: Sunrise on the Chesapeake.

Written notification to adjoining and area property owners will be provided 10 days prior to the Planning Commission meeting.

2. Review of a Concept Plan for the establishment of a planted Critical Area buffer in fulfillment of a condition of the Planning Commission's February 13<sup>th</sup> site plan approval of Abners' Crab House Gaming Room Addition.

The **Board of Appeals** was not scheduled to meet in March 2013.