



**MINUTES OF THE
TOWN COUNCIL MEETING
February 18, 2016**

- I.** Bruce A. Wahl, Mayor called the meeting to order at 7:00 p.m. In attendance were: Dr. Valerie Beaudin, Robert E. Carpenter, Stewart B. Cumbo, Jeffrey J. Krahling, Patrick J. Mahoney and Eric Reinhardt, Council Members, Elissa Levan, Town Attorney, Sharon L. Humm, Town Clerk, Laurie Smith, Town Treasurer, James Berry, Public Works Administrator, Paul Woodburn, Town Engineer, Marilyn VanWagner, Water Park General Manager, Jon Castro, WWTP Superintendent, Connie O'Dell, Community Development/Special Events Coordinator, Christopher Jakubiak, Planning and Zoning Administrator and Corporal Phelps. Absent was William Watson, Code Enforcement Officer.

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

- III. Approve the Agenda.**

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

MOTION: Mr. Krahling moved to amend the agenda to add under New Business, "Discussion on proper procedures for Charter Amendments, Resolutions and Ordinances. Seconded by Dr. Beaudin, all in favor.

The Council voted on the agenda as amended, all in favor.

- IV. Public comment on any item on the agenda.** No comment was received.

- V. Approval of the minutes of the January 21, 2016 Town Council Meeting.**

MOTION: Mr. Mahoney moved to approve the minutes of the January 21, 2016 Town Council Meeting. Seconded by Mr. Krahling, all in favor.

- VI. Petitions and Communications**

- A. North Beach Volunteer Fire Department-** Mr. Gordy submitted the attached written report and was present to address the Council. Mr. Gordy addressed Mr. Cumbo's concerns in regards to the large number of overdose calls reported.
- B. Deputy's Report** –Corporal Phelps submitted the attached written report and was present to address the Council. Corporal Phelps announced the Sheriff's Office awards ceremony will be held tomorrow evening at Calvert High School. Two Beach Deputies will be receiving awards. Deputy Fox will be receiving "Beach Deputy of the Year" and also a performance award and Deputy Pounsberry, a performance award and also has been nominated for "Rookie of the Year". First Sergeant Naughton also mentioned that Deputy Fox was part of the biggest seizure of heroin last year as a result of a tip, averting it from making its way to the Beach.

- C. Public Works Report** – Mr. Berry submitted the attached written report and was present to address the Council. Mr. Carpenter congratulated Mr. Berry and his team for an excellent job of snow removal. Mr. Berry stated things went well with the new contractor this year.
- D. Code Enforcement Officer's Report-** Mr. Watson submitted the attached written report but was not present to address the Council.
- E. Town Engineer's Report** – Mr. Woodburn submitted the attached written report and was present to address the Council. Mr. Woodburn gave an update on the Dredging and Bridge projects. Mr. Mahoney asked Mr. Woodburn to elaborate on the South Sewer Study Grant. Mr. Woodburn stated that the Town has filed for a grant to service the south side of Town with sewer for 146 properties. Mr. Carpenter inquired as to whether there has been a desire by the property owners to do this. On another note, Mr. Cumbo, due to other obligations, regrettably resigned the position of heading up a community outreach on the Richfield Station Trail extension plans. Mr. Cumbo asked the Mayor if Staff could take the lead on this to see if the desire is there from the community to continue the extension and, if so, would happily attend a meeting.
- F. Water Park Report** – Ms. VanWagner submitted the attached written report and was present to address the Council.
- G. Wastewater Treatment Plant Report** – Mr. Castro submitted the attached written report and was present to address the Council. Mr. Castro gave a brief update on the status of the ENR project.
- H. Treasurer's Report** – Mrs. Smith reported that budgets for the Wastewater Treatment Plant and the Utility Funds have been released to the Council and work sessions have been scheduled. Mr. Carpenter stated, remembering the long hours spent on budget work sessions last year, he recalls a Council member that abstained from voting when the General Fund was presented for adoption. With that in mind, Mr. Carpenter requested the Mayor to poll the Council and ask for a commitment of either a yes or no vote on the five budgets. If the Council is not willing to commit then he would be reluctant to attend those work sessions. After discussion, a majority of the Council declined to make a commitment.
- I. Community Development Report** – Mrs. O'Dell submitted the attached written report and was present to address the Council. Mrs. O'Dell was happy to report that only seven tax sale letters needed to be sent out this year. Also, work has begun on the 5th annual Stars and Stripes Festival which will focus on the Civil War this year.
- J. Mayor's Report-**
1. The Mayor reported the heartbreaking news of Daniel and Kayla Amos, a young, newly married couple, whom lost their lives in a tragic automobile accident several days ago. Kayla was the granddaughter of former Councilwoman Jo Finch. The Mayor asked for a moment of silence.
 2. The Mayor announced that the Ethics work session that had been scheduled for February 29th has been canceled. The Town Attorney will be meeting next week with

the committee to review the draft that was submitted and a work session will be rescheduled for a later date.

3. The Mayor stated that on Tuesday, February 23rd, David Craig, the Secretary of the Maryland Department of Planning will be here for a visit. The Mayor will brief Mr. Craig on current projects and anticipated projects here in Town. On Friday, the 26th, the Mayor announced the Governor is coming to Town for a visit and extended an invitation to the Council to come and meet him. The Governor will take a tour of the Town and discuss the current and forthcoming projects.

VII. Resolutions & Ordinances:

VIII. Report of Officers, Boards and Committees:

- A. **Planning & Zoning Commission** – There was a meeting held February 10, 2016. Mr. Jakubiak was present to address the Council.
- B. **Board of Appeals** – There was no hearing held in February. A hearing is scheduled for April 19, 2016 to construct a house on a property on B Street.
- C. **Water Park Advisory Board** – Mr. Cumbo reported a meeting was held with a representative from the Health Department in regards to regulations.
- D. **Chesapeake Beach Oyster Cultivation Society** – Mr. Bacon submitted the attached written report and was present to give the report. Mr. Bacon reported on the newest project, a pollinator garden and hotel, that will be located at the trail V adjacent to Bayview Hills.
- E. **Bayfront Park Committee** – Mr. Mahoney reported he had met with the Park Manager, Ms. Sheridan and Mr. Berry. A follow up meeting is scheduled for March 5, 2016.
- F. **Parliamentary Procedure Committee** – Mr. Mahoney reported that he and Councilman Reinhardt had been working together, using Robert's Rules and a book written by a 21st century parliamentarian of note, to draft a document with the goal in mind of tailoring it to suit the needs of a "small town". Mr. Mahoney stated he had submitted the document to the Council and has received feedback from everyone with the exception of Mr. Cumbo. With that being said, Mr. Reinhardt stated the document covers procedures and such that relate to the "town" and having been received well by the Council, the intention proposed here, is to incorporate into the Charter through a charter amendment. Mr. Reinhardt hopes to further discuss this under new business.

IX. Unfinished Business:

1. Mr. Cumbo stated, with the new bill submitted by Senator Conway in regards to ethics, will this affect the work that the committee has done? Mr. Cumbo requested the bill be forwarded to the committee for review.

X. New Business:

1. Council to consider the appointment of Charles Ruttkey to the Board of Appeals.

MOTION: Mr. Mahoney moved to approve the appointment of Charles Ruttkey to the Board of Appeals. Seconded by Mr. Carpenter. Ayes, Mr. Carpenter, Mr. Cumbo and Mr. Mahoney. Opposed, Dr. Beaudin, Mr. Krahlung and Mr. Reinhardt. The Mayor exercised his right to break a 3-3 tie vote and cast his vote in favor of the motion. **Motion Passes.**

2. Council to consider extension of contract with Southern Maryland Recycling through June 30, 2017.

MOTION: Mr. Mahoney moved to approve the extension of the contract with Southern Maryland Recycling through June 30, 2017. Seconded by Mr. Cumbo. Ayes, Mr. Carpenter, Mr. Cumbo, Mr. Mahoney and Mr. Reinhardt. Opposed, Dr. Beaudin and Mr. Krahlung. **Motion Passes.**

3. Council to consider the purchase of Financial Software from Tyler Technologies as budgeted in current fiscal year in the amount of \$49,255.

MOTION: Dr. Beaudin moved to approve the purchase of Financial Software from Tyler Technologies in the amount of \$49,255. Seconded by Mr. Mahoney, all in favor.

4. Council to consider awarding a contract to GlassMasters Boat Works to repair and restore the Blue Slide in the amount of \$48,409.00.

MOTION: Dr. Beaudin moved to approve a contract to GlassMasters Boat Works to repair and restore the Blue Slide in the amount of \$48,409. Seconded by Mr. Mahoney. Ayes, Dr. Beaudin, Mr. Carpenter, Mr. Cumbo and Mr. Mahoney. Opposed, Mr. Krahlung and Mr. Reinhardt. **Motion Passes**

5. Council to consider awarding a contract to Winkler Pool Management Inc., to replace all expansion joints in the Lazy River and replace all white tiles within these joints in the amount of \$9,100.

MOTION: Mr. Mahoney moved to approve a contract to Winkler Pool Management, Inc., to replace all expansion joints in the Lazy River in the amount of \$9,100. Seconded by Dr. Beaudin. Ayes, Dr. Beaudin, Mr. Carpenter, Mr. Cumbo and Mr. Mahoney. Opposed, Mr. Krahlung and Mr. Reinhardt. **Motion Passes.**

6. Council Discussion – RE: Budget Format for FY17

Mr. Mahoney started the discussion by stating that during his tenure on Council, he has worked under two styles of budget. With the previous Mayor, the budget was presented as a line item budget. Under the present Mayor, it has been presented with an Exhibit A, commenting that both have worked well. With that being said, Mr. Mahoney stated he has

had discussions with several Council members with the wish to try the line item style for the final year of this term, and is recommending the Council discuss as a group.

MOTION: Mr. Mahoney moved to direct the Mayor to construct a line item budget for the General Fund. Seconded by Dr. Beaudin.

Each Council member expressed their opinion.

MOTION: Mr. Carpenter moved to amend Mr. Mahoney's motion to include a line item budget on all the Budget Funds. Seconded by Mr. Krahlung. Ayes, Dr. Beaudin, Mr. Carpenter, Mr. Krahlung and Mr. Reinhardt. Opposed, Mr. Cumbo and Mr. Mahoney. **Motion Passes.**

The Council voted on the amended motion. Ayes, Dr. Beaudin, Mr. Krahlung, Mr. Mahoney and Mr. Reinhardt. Opposed, Mr. Carpenter and Mr. Cumbo. **Motion Passes.**

7. **Discussion on proper procedures for Charter Amendments, Resolutions and Ordinances-** Mr. Krahlung stated his intention here is to have the Attorney give the Council written guidance on the proper procedures to take when a Council member is looking to discuss and possibly prepare for introduction a charter amendment, resolution or ordinance. Mr. Krahlung wants to know if a Council member has the ability to contact the attorney to discuss a matter. The Mayor stated yes, but as a matter of cost control, would like to be informed when a Council member is considering contacting the Attorney. The Attorney did state that if a matter discussed would turn into drafting legislation, that beforehand, a consensus of the Council be taken.

Councilman Reinhardt inquired if this would be the appropriate time to make a motion to consider Council consensus on drafting a charter amendment to adopt the draft parliamentary procedures document that he and Councilman Mahoney drafted.

MOTION: Mr. Reinhardt moved that Council direct the Town Attorney to draft a charter amendment to adopt the parliamentary procedures document. Seconded by Mr. Mahoney, all in favor.

XI. Public comment was received by:

1. Susan Eastwood of 3260 Fortier Lookout inquired whether a charitable tax deduction receipt could be received for donations given to the Pitt Family.
2. Clara Mae Buckmaster of 3818 26th Street reported a code enforcement issue at 3814 26th Street. Mr. Carpenter announced that Ms. Buckmaster will be turning 79 years young in a few days!
3. Shirl Hendley of 4019 15th Street commented on the Financial Software that Council approved earlier in the evening.

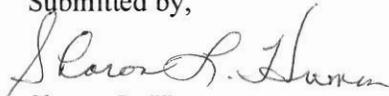
XII. Council Lightning Round:

1. Mr. Mahoney stated with March fast approaching, wished everyone a Happy St. Patrick's Day.
2. Mr. Carpenter followed up with Mr. Mahoney's comment, jokingly stating, with St Patrick's Day falling on Council meeting day, that we probably wouldn't be seeing Mr. Mahoney!
3. Mr. Reinhardt had no comment.
4. Mr. Krahling thanked everyone for coming out and really likes these shorter meetings!
5. Mr. Cumbo thanked Ms. Hendley for her comment and appreciated the Mayor and Council allowing her to speak.
6. Dr. Beaudin announced that the Dragon Boat races are coming up and she would be sending out information if anyone would be interested.

XII. Adjournment

There being no further business, the meeting adjourned at 9:05 p.m. on a motion by Mr. Mahoney. Seconded by Dr. Beaudin, all in favor.

Submitted by,



Sharon L. Humm
Town Clerk



January Town Stats,

Fire = 87

AFA = 2

Brush = 3

EMS = 51

Fire's = 10

(Chimney, House, Barn, vehicle, ETC)

Hazmat = 5

Investigation = 0

MVA = 0

Helicopter Landing = 3

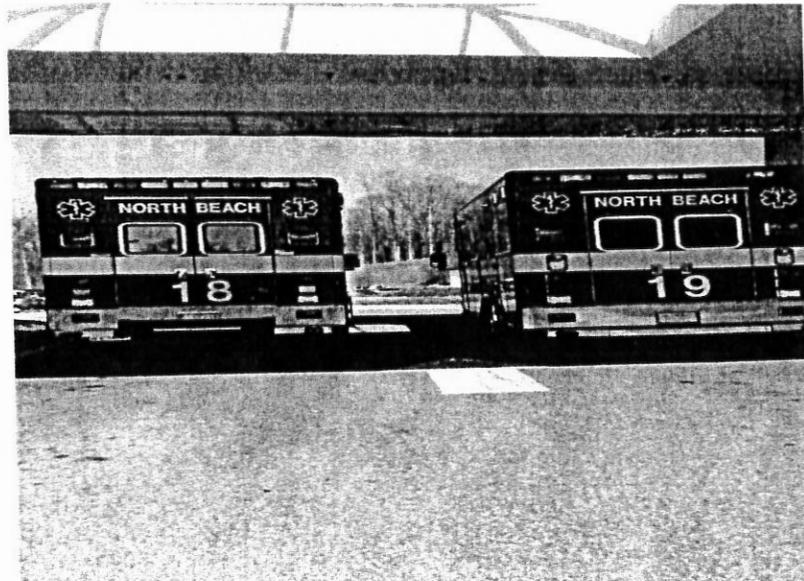
Service = 13

Fire Calls dispatched in the Town of CB = 58

Fire Calls dispatched in the Town of NB = 11

Fire Drills:

Fundraising: Bingo = 1/5 , /12 , 1/19



EMS = 130

Chest Pains = 18

Diabetic Emergency = 3

Fire Standby = 0

MVC = 7

Overdose = 23

Psychiatric Emerg. = 1

Respiratory Distress = 8

Seizures = 4

Stroke (CVA) = 3

Unconscious Subj. = 8

Choking = 0

Syncope = 0

Suicide = 0

Other Non- Emergent dispatched Calls =66

EMS Calls dispatched in the Town of CB = 73

EMS Calls dispatched in the Town of NB = 25

EMS DRILL;

EMEDS Tablets

Gun Shot = 0

Head Injury = 0

Hypertension = 0

Assault =

Altered Mental Status = 2

Full Arrest - 5

DOA- 1

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: February 9, 2016
To: Sharon Humm
From: Corporal Thomas S. Phelps
Re: Sheriff's Office Report-Chesapeake Beach

In January 2016, the Sheriff's Office handled 250 calls for service in Chesapeake Beach. This is down from 307 calls in December 2015.

Call Breakdown for January 2016:

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

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

Of the 250 calls, we handled:

- 2 Thefts
 - Shoplifting Fastop (Closed by Arrest)
 - Delivered Package (Under Investigation)
- 1 Destructions of Property
 - Heating System (Under Investigation)
- 5 DUI Arrests
- 2 Heroin Overdoses (Both Non-Fatal)

Breakdown of Dispatched/Self Initiated Calls

911 Hang Up – 1	Found Property – 3	Suspicious Vehicle – 4
Accident – 8	Fraud – 3	Theft – 5
Alarm – 9	Harassment – 1	Traffic Complaint – 9
Assault – 1	Industrial Accident – 1	Traffic Enforcement – 1
Assist Motorist – 7	Intoxicated Person – 3	Trespassing – 3
Assist Other Department – 5	Loud Party/Music – 1	Warrant Service – 2
Assist Sick/Injured – 5	Mental Subject – 2	
Attempt to Locate – 5	Missing Person – 1	
CDS Violation – 2	Parking Complaint – 2	
Check Welfare – 8	Patrol Check – 114	
Conservor of Peace – 3	Police Information – 6	
Destruction of Property – 2	Protective/ Peace Order – 1	
Disorderly – 11	Prowler – 1	
Domestic – 7	Special Assignments – 4	
Eviction – 1	Summons Service – 1	
Follow Up – 6	Suspicious Person – 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
Public Works Administrator

February 18, 2016

Water leak- There was a lateral line leak on 28th street that we have repaired since our last Council meeting.

Wet wells- We are currently testing pump 2 from Chesapeake Village for a seal fail. We have installed heat tape with weather proof insulation at the Dri-prime back up pump at this same location.

Water meter/MXU- We continue with sub-meter inspections/installations and are still working on pits and MXU change outs. Public works will be in Bay View Hills this weekend to change out old MXU's in the town houses.

Flushing – The flushing for this year is complete, we will flush again in early March.

Ball fields – We have met with everyone that is planning to use the field this year. We are working together to make the field available as much as possible. The County has set the schedule and sent it to us.

Rail Way Trail - We will be installing a pollinator garden when weather permits.

Water Park - Nothing new to report.

State Highway Bridge – I have attended several meetings with SHA. The Town will be moving forward in the early spring with phase 1 of our utility relocates.

Snow – We made it through a major storm with our new Contractor, there was a learning curve as to be expected. We are now in better shape for the next one. I would like to thank everyone that parked their vehicles off of the road. This makes our job of clearing the roads much easier. I would please ask everyone who lives in a court/cul-de-sac to try to do the same. Even if only one car is present in a court, this adds a lot of time to our job and there is no way not to pile snow around it. Thanks again.



MEMORANDUM

TO: Mayor and Town Council
FROM: Bill Watson, Code Enforcement Officer
DATE: February 18, 2016
SUBJECT: Code Enforcement Status Report

Vehicles	
Location	Status
<ul style="list-style-type: none"> 4041 1st Street – Boat & trailer parked on South Side of Street 	<ul style="list-style-type: none"> Cover letter, Affidavit & Citation Sent 12/7/15. Returned. 1/6/16 – Boat on D Street –New Letter, affidavit & citation with Watson Signature Posted Boat 1/13/16 Came to Town Hall 1/14/16 and stated he wanted to go to court. Sent to District Court 1/21/2016 Court Date 3/7/16
<ul style="list-style-type: none"> 4025 15th Street – Box Truck parked on Street 	<ul style="list-style-type: none"> Warning Letter sent 1/13/16 Owner & Tenant (Brother) called several times, numerous e-mails. 2/4/16 – Owner says contractor is making proposal. To create pad in rear yard off of B Street. Work will be done by April.
<ul style="list-style-type: none"> Boat & trailer on shoulder of Kilt Court & St. Andrews 	<ul style="list-style-type: none"> Sent DNR Request for Registrant address. Boat Owner called 2/2/16 – Will be moved by 2/5/16.
<ul style="list-style-type: none"> 8734 – Previously tarped vehicle – tarp coming loose, fence along sidewalk leaning into street 	<ul style="list-style-type: none"> Warning Letter sent
<ul style="list-style-type: none"> 2536 Richfield Lane – Inoperable Vehicle 	<ul style="list-style-type: none"> Warning Letter sent. Property management Co. sent e-mail - will address it.

Other Violations	
Location	Status
<ul style="list-style-type: none"> 3813 10th Street – Dangerous Deck, Trash, Siding Missing 	<ul style="list-style-type: none"> 12/9/15 – Owner says Deck to be repaired by 12/21, Dumpster to be delivered 12/10 for trash, Siding to be replaced by 12/16/15 Dumpster there, deck & siding not repaired - Citations sent to District Court Monday 1/21/16. Court Date 3/7/16
<ul style="list-style-type: none"> 3908 18th Street – Siding coming off house, Dangerous Shed, Rear door needs barricade 	<ul style="list-style-type: none"> Shed Demolished, Siding repaired. Barricade installed. Shed debris & trash to be hauled.

Other Violations	
Location	Status
<ul style="list-style-type: none"> 7837 C Street – Dangerous Deck, Weeds, Siding Missing/Needs sealing or replacement 	<ul style="list-style-type: none"> Deck completed. Received Siding work plan. CSHOA reviewing, now
<ul style="list-style-type: none"> 4013 17th Street –Decks in need of repair/replacement 	<ul style="list-style-type: none"> Sent warning Letter 9/31/15, Delivered 10/5 Permit to re-build 3 decks, applied for, staged completion - Front Deck – 2/29/16, Side Deck – 3/31/16, Rear Deck 5/31/16 No work visible 1/28/16
<ul style="list-style-type: none"> 8734 Bayside Road – Bulk Trash, No Gutters, Shed needs painting 	<ul style="list-style-type: none"> Warning Letter sent
<ul style="list-style-type: none"> 3706 27th Street – Neat Piles of Construction Debris 	<ul style="list-style-type: none"> Called Contractor – Will get roll-off box
<ul style="list-style-type: none"> 7327 B Street – Excessive Vines & Fence In poor repair 	<ul style="list-style-type: none"> Warning Letter sent
<ul style="list-style-type: none"> 2536 Richfield Lane – Bulk Trash in driveway & bed of inoperable Pick-up Truck 	<ul style="list-style-type: none"> Warning Letter sent. Property management Co. sent e-mail 2/4/16 - will address it.

Court Cases	
Location	Status
<ul style="list-style-type: none"> 3915 27th Street – Storage disorderly 	<ul style="list-style-type: none"> Defendant had attorney. Asked for 60 days, Judge granted Another 45 days granted to clean up. Court 1/18/16, if not abated Defendant’s Atty. granted another continuation to 3/7/2016
<ul style="list-style-type: none"> 3910 14th Street – Grass & Vines, Dangerous Deck, clogged gutters, Broken Window, Roof needs repair 	<ul style="list-style-type: none"> Sent 6 Citations 9/25/15 to owner & foreclosure Atty. Delivered to attorney 9/28/15. Owner letter returned 10/7 undeliverable. Posted 10/15/15 Sent to District Court 11/10. Court 1/4/16 Court delayed - Per Town Attorney, the foreclosing attorney has indicated that, upon transfer to bank, the property will be repaired 2/4/16 – Deck repaired, weeds cut, gutters cleaned, glass repaired,
<ul style="list-style-type: none"> 8315 Bayside Road – Holes in Stoop decking, missing window pane(s), hole in floor just inside door, Door not weatherproof. 	<ul style="list-style-type: none"> Memorandum to court describing violations as requested by Judge Riddle Warning letter citing 3 new violations sent 12/16/15, Delivered 12/22/15

Foreclosed/Abandoned/Vacant Homes	
Location	Status
<ul style="list-style-type: none"> • 3816 27th Street – Dangerous Shed, Missing Windows, Doors, flooring on porch 	<ul style="list-style-type: none"> • Sent 4 Citations 9/21/15 Delivered 9/26/15, Owner has signed agreement to comply 10/10/15 Structure secured. Shed covered (will be torn down), House doors & Windows boarded. New Contractor to start by 12/13/15
<ul style="list-style-type: none"> • 7340 G Street – Cages of wild birds – general disheveled conditions in rear of lot 	<ul style="list-style-type: none"> • Property Mgmt. Co. handling – Sent Warning Letter 10/20/15 Email – taking bids for clean-up 12/9/15 – Contractor authorized to begin clean-up of exterior of property 12/10/15 and to be completed by 12/12/15 1/14/16 – Lot appears cleaned up
<ul style="list-style-type: none"> • 7356 G Street – Yard full of Lawnmowers & other bulk trash, vines growing up house, gutters clogged 	<ul style="list-style-type: none"> • Sent 4 Citations 8/20/15. Delivered 8/29/15 Posted 9/24/15, less mowers visible 9/24/15, 11/19/15 – Less mowers 12/9/15 yard cleared Called Long & Foster to see if they are handling – no response, yet
<ul style="list-style-type: none"> • 7515 B Street – Missing Siding, Front Stairs missing, no gutters, woodwork needs painting 	<ul style="list-style-type: none"> • Sent 5 Citations 9/29/15 Delivered 10/1/15 Planning on Demo & Re-build. Letter 12/7/15 Attorney response 12/9 – Application to Board of Appeals submitted 12/2/15 Board of Appeals – 3/8/2016
<ul style="list-style-type: none"> • 7633 C Street – Trash, Debris Bulk Items 	<ul style="list-style-type: none"> • Previous Bulk Items removed, new Warning Notice Sent
<ul style="list-style-type: none"> • 2536 Richfield Lane – Inoperable vehicle & Bulk Trash 	<ul style="list-style-type: none"> • Warning Letter sent to Bank. Property management Co. sent e-mail 2/4/16 - will address it.

In the Works	
Location	Concern
<ul style="list-style-type: none"> • 7516 Old Bayside Road – Numerous Violations 	<ul style="list-style-type: none"> • Will be sending as many as 15 Citations
<ul style="list-style-type: none"> • 	

Recently Resolved Items	
Location	Status
• 8998 St. Andrews Drive – trailer with 2 jet skis	• Moved
• 8995 St. Andrews Drive – Oversized Vehicle	• Moved
• 8206 E Street – Boat & trailer partially in R/W	• Moved out of R/W
• 8207 Hart Lane – Inoperable Vehicle in Driveway	• Covered with Tarp
• 8549 E Street – Siding missing on rear of Townhouse unit	• Repaired
• 8727 David Lane – Couch on Street	• Removed
• 8722 Bayside Road – Inoperable Vehicle – (Missing Hood)	• Removed
• 3822 E. Chesapeake Beach Road – Debris & Bulk Trash	• Cleaned up

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

'E' Street Pump Station Influent Sewer Pipe Repair – The Town DPW&T staff has located the belly by camera and will perform a test hole over the sewer pipe to determine the extent of the belly in the pipe. The test is complete and the belly has been located. The Town is currently researching land records for an easement over this existing line that would allow them to repair the line. We have performed a field survey location of the pipe and have prepared easement documents over the line to present to the land owners for review and execution. The Town Attorney has prepared the easement document which has been forwarded for execution. In addition, a quit claim deed has been prepared for the paper street portion of Freely Avenue adjacent to this property to clean up a previous quit claim deed action. An agreement has been reached and the final deed has been recorded. We have performed the exploration test pits and prepared the construction bid documents. The contract has been sent to the awarded contractor for execution and coordination of work with Jay Berry. The contractor is coordinating with Public Works to start work. Weather will dictate the start of work.

Fishing Creek Bridge (MD Route 261) – The general contractor is Wagman Construction. BGE is currently installing a conduit beneath Fishing Creek to run their lines underground from Mears Avenue to Gordon Stinnett Avenue. MSHA and contractor coordination meetings continue on the existing water and sewer utilities to make sure the utility contractors understand the sequencing of the initial construction events (ongoing). Shop drawing reviews and utility conflict discussions have started and will be ongoing. The SHA construction representative (Mike Philips) came to the Mayors Night Out on July 6, 2015 and informed the group of the project status. It appears they are behind several months behind due to complications with utility relocations. The Papa John's has been shut down and should be demolished soon. Utility relocations continue with electric, water and sewer leads being installed. BG&E is back at work on the relocation efforts. We have request an updated schedule from SHA. Sewer shop drawings have been reviewed and materials will be ordered next month for an early spring start. Two sewer utility project State meetings were held this month to release water line and sewer line shop drawings into production. Work is scheduled to start in March and sheet piling in April.

Fishing Creek Dredging – A state matching funds grant is available to dredge the spoil site. We will be preparing plans and bid specifications to remove material from the existing spoil facility in preparation of future dredging. We also have requested MDNR perform a Fishing Creek channel bottom survey to determine how much time we may have before the channel needs to be dredged. A geotechnical engineer has performed soil borings to determine the use group and characteristics of the existing spoil material. This information will be used by bidding contractors during the future spoil removal project. We are also searching for viable offsite properties to take the spoils to. We have applied for permits to remove the spoil materials and plan to be out for bid in May. We are awaiting final plan and permit issuance. We met with an adjacent land owner to see if they would be willing to receive the material for the Town. They are very interested and we are working closely with them to determine if the opportunity can be beneficial for both the land owner and the town. We performed acidity test on the material to

ensure that it will be useable as an end product. Some lime will need to be mixed in the soil to have the PH of the soil adjusted slightly. The plans were approved by the Soil Conservation District with a permit included. The permit has been issued by the County and we anticipate going out for bid next soon. Bid packages are prepared with current soil testing and placement testing.

Purple Pipe – We are developing layouts for installation of the pipe to serve the Route 260 landscaping areas and Kellams Field. Operation of the system will commence with later stages of the ENR project. We have outlined the 4” pipe connection location to tie into the discharge pipe. This pipe will go in after completion of the denitrification filters (no new updates). I attended an MDE meeting regarding installation and use. The new guidelines are issued and the permit is being finalized. A meeting with MDE will be scheduled to go over scope and permitting. The meeting was held and a list of questions has been generated by MDE for us to provide to move this forward. A plan has been refilled with MDE for review. This system is intended to go online after competition of the ENR upgrades.

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. Preliminary discussions with the Critical Area Commission and the State Highway Administration have commenced to gain their support of the project and the alignment. A plan has been presented to SHA proposing a crossing from west side of 261 to east side of 261 at brownies beach. We are coordinating with the State “Safe Routes to School” committee on Monday April 14th, 2014 to review our proposal. The Town did not receive the grant. A meeting was held with Traffic Systems and Technology to review a crosswalk light system that could work for Bayfront Park. A proposal for the system has been obtained and will be included in the next years budget for your consideration. A meeting was held with SHA to discuss a matching grant program to install the sidewalk. The meeting revealed that the SHA funding is available but is based on very conservative layouts and design parameters. We suggested that a more refined layout be done to allow SHA to enter into a funding agreement with the Town that is closer to actual construction cost. SHA agreed to reconsider a refined plan to price out before presenting the agreement back to the Town. Documents are now back to SHA for review and approval. We have been in dialogue with SHA and they are pricing out the most current layout. The plans have also been uploaded to the Town website. A meeting was held with the State Design Review Team to go over the plans and our pricing. We expect a letter of their review soon. Additional information was requested, soil/stormwater, to support our findings. We hope to have a new commitment later this fall. Concept layout packages have been assembled to gain support for new grant funding. (No new update).

Richfield Station – A request has been made to BGE to relocate two existing poles at the entrance of Harrison and MD Route 260. A follow up inquiry has been made and BGE and a field meeting was held October 13, 2014. Councilman Combo, Krahling and I met with BGE. BGE provided follow up cost of \$101,000 to relocate poles. We have requested SHA right-of-way information, BG&E pole location plans and topographic maps to prepare a sight distance plan to begin discussions with SHA and BG&E over the possibility of moving the poles. We are awaiting the BG&E pole installation plan. The SHA plats are now available and BGE has reached out to us and has provided dates to meet in March. A meeting was held in March to discuss the BG&E proposal further. An updated cost estimate was prepared by BG&E at a cost of \$108,500 (see attached). This does not include Verizon and Comcast relocation. These additional cost have been requested but have not been received yet. A letter has been drafted to

go to SHA, BG&E, Verizon and Comcast putting them on notice that the Town does not believe that should be responsible to carry this cost. A letter was sent to the SHA on July 10, 2015, Douglas H. Simmons requesting the State fix this problem. SHA is currently investigating the situation per letter from Douglas Simmons. We expect a response soon and have reached out to SHA to determine when we might expect their review. A response was provided from SHA (see attached). A letter has been sent to the State requesting an updated traffic study be considered for placement of a signal at the entrance to Richfield Station. (No new update).

WWTP – The Contractor continued working inside the Pipe Gallery and New Blower Room, assembling the influent header DIP as they work their way towards the New Blower Room. Crew uncrated the new blowers and air compressor, and began prepping the equipment for eventual use by adding oil and rotating motors. Inside the DN Filters, crew continues assembling the Stainless 10" Standpipes and 8" Air Line Piping and installing the PVC hose connections from the Air Line Piping to the Media Retainers. Yard Piping team continues excavating and installing 4" Non Potable Water lines.

Electricians begin working in the Existing Blower Building; setting the new Blower PLC and begins to install new conduit from this PLC to the existing VFD Cabinets.

Carpenters arrived this week and began the Metal Stud Framing for the New Admin Building and has stockpiled some Gypsum Board and frames.

Attached are a few pictures, for your review.

Water & Sewer Manual – We have assembled W & S manual information from several local jurisdictions and will be meeting over the next month to start to assemble and integrate changes and comments into a draft manual. Staff has met and is working through the first several chapters of the new code. Chapters, one, two and the definitions section has a first draft and has been vetted and comments added. Chapter two and three reviews and final clean up are underway. A final draft version has been distributed for review.

South Sewer Study Grant – The Town has filed for a grant to service the south side of Town with sewer for 146 properties (See attached for back up information).

OLD BUSINESS

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

Trail – Concept site plans for a Trail extension from the Trestle and thru the Richfield Station Rail bed have been developed and provided to the Critical Area Commission and the State Highway Administration (SHA). We are currently researching critical area woodland mitigation possibilities and property title issues (we spoke to the Title Abstractor Terry Erder on 1/9/13 and more research has been completed – an extensive report has been compiled from Terry which she believes gives title to the town). We are currently seeking guidance from title attorneys and the town attorney to gain title insurance. Preliminary Environmental studies are complete to move forward with the Trail extension plans and the Critical Area Commission has requested a

meeting to help move us through the process. The meeting was held and they presented several mitigation programs. We also marked in the filed the trail alignment for a field review by the C.A.C. The C.A.C. approved the concept plan. A final title report has been delivered which outlines that the Town does have title to the trail bed through Richfield Station. There are a few old development bank liens that need to be cleaned up and the attorney is moving forward getting this done. The attorney has presented closure documents for signature by the lien holders. A meeting with the RSHOA will be scheduled in the coming months. (No new update)

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Water Park Report Marilyn VanWagner, General Manager February 18, 2016

Staffing –

The second Lifeguard Orientation for the 2016 Season took place last week at Town Hall. Our new Lifeguard Supervisors have been enrolled in their proper training classes to prepare them to train our new guards over Spring Break.

It is not too late to sign up. We still have many positions 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 of their choice. <http://www.chesapeakebeachwaterpark.com>

Season Passes –

Season Passes are currently being offered on our website. To avoid the lines for Season Pass pictures during opening week, you can sign up for pictures before the park opens. We are setting up appointments two weeks before opening again this season. In addition to the 20% Discount at the Beachcomber Grill, all Season Pass Holders will also receive a 20% Discount on all items purchased in our Store.

Special Events –

We have many Special Events planned for the 2016 Season. We will be hosting again, for our 6th consecutive season, The World's Largest Swim Lesson. Plans for our Night Slide events and our Employee Appreciation Party, are all underway!

We also have five Character Days planned for this summer. Have you met Hans Solo, Rey, Finn or Chewbacca from the new Star Wars Movie? They promise to come our water park this summer and they will bring a few more of their friends. The final list of Characters will be available on our website by the middle of March. On Character Days our guests will enjoy games for the children, and special goodies that are consistent with the Characters for that event.

Our Swim Lesson Program will feature a new class this season. This is our Junior Lifeguard Program. This gives children ages 12 to 14 the opportunity to learn what it is like to be a lifeguard, and they will also learn all the life safety skills (i.e. CPR and First Aid) that are necessary in this position. Also brought back by popular demand for the 2016 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 FY2017 have been discussed with the Treasurer and will be presented to the Mayor for review soon. This is in preparation for the upcoming FY2017 budget meetings.

Maintenance/Upgrades-

The Water Park Advisory Committee is finalizing all maintenance items for the 2016 Season and reviewing all Capital items necessary for the FY2017 budget.



Chesapeake Beach Wastewater Treatment Plant Report
Jon Castro, Superintendent
February 18, 2016

Plant Operation:

Bearing Construction is continuing to work to meet the completion date of June 10, 2016. They are finishing work on the second new Clarifier along with the Purple Water Pump Station. The De-nitrification Filters work is progressing and most of the electric work is completed. The Methanol Tank should arrive in a couple of weeks and the PACL Tanks are in place. The piping work will have to be completed for these tanks then the entire project can begin the work on wiring all the new equipment to the fiber optic wire system and begin to program all the new equipment together.

The plant ran samples for the second annual Bio-monitoring testing on 2-3-16 as the MDE Permit requirements. The testing is done on the plant's discharge Effluent and is a very complex test. This test also covers an intensive chemical analysis of the Effluent. Last year the plant passed all testing and hope to do so this year even with all of the ENR construction still going on.

The next big test for the Plant is the DMRQA Study 36. This test is required by the EPA and MDE annually to test all testing done at the plant on all tests performed on a daily basis and reported to the EPA and MDE on a monthly report sent in each month. This test will determine if all the test data performed at the Plant is accurate that is turned in to the EPA and MDE. Last year the plant passed all testing with the exception of one. We did a retest of the failed test after finding out we did not set the test up correctly and resubmitted the results. We passed the test after making the adjustments to the preparation of the test sample.

The bids will be going out this month on the installation of the new blowers after making a design change and submitting installation prints along with all the required electric work needed for the installation. We hope to get a lower bid price with this new install design and having it all laid out to work up the bids. These blowers will be tied into the new computer control system to give the operating staff more effective tools to control the plant's process control system to meet the new stricter Effluent Limits in the MDE permit regulations.

A progress meeting was held on 2-1-16 at Town Hall to go over any issues on the ENR construction and give updates on future construction schedules. Bearing Construction, Bilbrough Electric, W & R Engineers, plant staff, the Mayor of Chesapeake Beach Bruce Wahl, Town Administrator Richard Rose and Town engineer Paul Woodburn were all in attendants. Another meeting will be held on 2-12-16 to clear up some electrical details on wiring up the De-nitrification Filters.

The 2017 Budgets will be submitted this month and work secessions will begin in the following weeks.

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. The new press was put on line 9-30-15.

Plant operations for this monthly report did use the Shell Fish Tank on two occasions. The last time it was put into operation was on 12-10-15. All steps are being taken to drain back the SPT to get it ready for its next use.

The plant had no emergency alarms for this report period and an Operator was called in on 6 occasions to check the plant at night due to rain, heavy flows, and during the snow storm. Plant staff kept all operations at the plant working during the heavy snow storm with the help of Public works staff picking up operators who live within 5 miles of the plant and taking them home after performing all daily operations at the plant. The Plant did not lose power during this snow storm and all preparations were taken to get ready for the storm.

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

Future Projects:

To complete the ENR Upgrade Construction by the completion date of June 10, 2016. 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. The plant records and SOP will be put into Shore Scan System with the help of Town Employee Fran Addicott to ensure a better system of storing plant data.



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

February 18, 2016
codell@chesapeakebeachmd.gov

Water & Sewer/Community Development/Special Events

Utilities – Water/Sewer Billing

Utility bills were due on February 16, 2016 and water shut off notices will be distributed during the first week of March with 10 business days available to pay or establish a payment plan before actual shutoff.

MXU's/meters are being replaced in Bayview Hills February 20 – 21, 2106. Door hangers were distributed to 52 townhomes for replacement of equipment. Other properties affected include Howlin properties on Harbor Road, Fishing Creek Landings Marina properties, Seagate and Richfield Station including Woodland Lane, Deerfield Lane, Woodland Place, Deer Chase Lane, Green Leaf Terrace, Sparrow Court, Cardinal Way and Silver Fox Way.

Residents continue to be interested in sub meters with phone inquiries and well as procurement of applications.

Trash – Recycling Proposal

The current trash/recycling contract is up for renewal or exercise of the option to extend another year on June 30, 2016. We have been meeting with Southern Maryland Recycling about the current contract; but also have asked our attorney to work on updating a blanket type request for proposal which could be used in the future for all RFP's by simply inserting the scope of work and any other pertinent details.

SHA – Bridge Replacement

The monthly construction progress meeting was held on Wednesday, January 20, 2016 at the State Highway offices in Prince Frederick. BGE is expecting power outages late March to early April. The Navy has requested a month's notice before an outage occurs. I met with Hilary Gonzales, State Highway District 5 Community Liaison, Peter m. Keke, Ph.D., Assistant District Engineer, District 5 Construction and Mike Brown, Area Engineer, District 5 Construction on January 25. Mr. Brown will be contacting BGE requesting their presence at the monthly partnering meetings. Hilary will be instrumental in developing a SHA newsletter to be distributed to our Town and community citizens and businesses. The newsletter will address the bridge construction project, its impact on our community and an expected timeline.

Mayor's Night Out

February Mayor's Night Out attracted the largest attendance in the history of MNO. Former Mayor Gerald Donovan, his family and staff presented their conceptual drawings and plans for a major renovation at the CBRS as well as a 58 unit luxury apartment facility to be built on the corner of Harbor Road and Route 261.

March 7, 2016 – 7 pm – “Then and Now” through Calvert County – presented by Grace Mary Brady. Join us for a look at some fascinating pictures and an informal talk with Grace Mary Brady, longtime resident and historic preservation planner. Refreshments will be served.

2016 Town of Chesapeake Beach Calendar

Calendars are available to residents as well as businesses. Stop by Town Hall and pick up yours today. Also, it's not too early to start submitting your photo entries for the 2017 calendar. Email all entries to codell@chesapeakebeachmd.gov. Please submit in the highest resolution possible. We cannot use low res photos for the calendar publication.

Sweat Shirts, Caps, Tee Shirts, Tumblers and Tote Bags for Sale

Be sure to pick up our new “boatloads of fun logo” merchandise. Purchase items right here in Town Hall. Tumblers are \$8.00 each; caps and tee shirts are \$15.00 and the totes are \$20.00. The new sweatshirts, which are \$22 and \$24 are available in several colors and boast either a small or large logo on the front. The items are displayed in a showcase in the Town Hall Atrium. Payment may be made with cash, check or credit card (no American Express). These make excellent gifts for all Chesapeake Beach lovers!

Stars and Stripes Festival – 2016

Preparation is underway for the 5th Annual Stars and Stripes Festival scheduled for May 28, 29 & 30, 2016. The 5th anniversary festival will focus on the “Civil War.” Bradley M. Gottfried, Ph.D., President of College of Southern Maryland has accepted our invitation to present the keynote speech at Saturday's Opening Ceremony. We have also received confirmation that the Naval Academy Brass Band will be performing during the opening ceremony on Saturday.

We have tentatively booked Mr. Duke Thompson, popular Lincoln impersonator, who will be performing on the main stage during the Sunday Family Fun Day as well as Monday at the “Memorial Day” ceremony. We have also tentatively booked an historical dance group for Sunday. We continue to reach out to speakers, demonstrations, musicians, dancers and collectors. We strive to have a section dedicated to Civil War historical interpretation. If you are interested in participating, or need further information please contact Stephanie Zanelotti, Stars and Stripes Committee Co-Chair via email at sasz_cbssf@comcast.net or by cell at 301-752-0445. Ms. Zanelotti will direct your inquiries to the proper committee member. Monetary donations are accepted and greatly appreciated.

July 1, 2016 Fireworks Display

BGE has donated \$3,000 to the Town for use at the annual fireworks display. We hope to use the money towards a gathering or celebration at Veterans' Memorial Park. One will be able to watch the fireworks performance with choreographed musical accompaniment. The pyrotechnics company is choreographing the music to the production as part of their contract. We are working to make the music available at the Water Park as well as Veterans' Park and possibly other locations.



PLANNING & ZONING MEMORANDUM

To: Mayor and Town Council

From: Christopher Jakubiak, AICP
Planning and Zoning Administrator

Date: February 17, 2016

Re: Report

The **Planning Commission** met on February 10th.

At its meeting on February 10 the Planning Commission granted conditional preliminary site plan approval for the Harbor Vista South project. Rod & Reel Properties, Inc. submitted the site plan for the 58-unit apartment building. In addition to the Planning Commission's specific site plan comments, the applicant will need to demonstrate compliance with all applicable critical area mitigation requirements, meet all town engineering specifications, and obtain necessary county and state approvals (including stormwater management and sediment and erosion control).

Also on February 10, the Commission tabled its review of a site plan for the Rod & Reel Properties, which includes the construction of another hotel/resort building on the property (which will include restaurants, gaming rooms, retail, and banquet facilities), a four-level parking garage, boardwalk, and a crab house restaurant. The Planning Commission will take up the matter again at the March 9th meeting and anticipates that the applicant will be prepared to address the concerns that were raised at the February 10th meeting.



**Chesapeake Beach Oyster Cultivation Society Report
February 18, 2016
Chesapeake Beach Town Council Meeting**

CBOCS volunteers met on Saturday February 13 to make plans for the exciting new pollinator garden and hotel. The garden will be a U shaped 100 square foot raised bed structure similar to the Mosquito Repellent gardens. They will be located at the trail V adjacent to Bayview Hills. Their purpose will be to attract hummingbirds, butterflies, and lone bees. Plants are being selected and will be grown by a local nursery. The Pollinator hotel is being designed and constructed by Larry Ringgold and associates. CBOCS hopes that Planning and Zoning will not have any problems with this structure. It will feature apartments that will be filled with pollinator friendly material for hiding and laying eggs. The materials for the apartments will be created by the LORAX club in Northern High School and other volunteers. Construction of both the garden and hotel will be underway and will be completed by late March when they will be erected on the trail. Stay tuned for the exact installation date and come to the trail and help in the construction and planting.

At the suggestion of Mayor Wahl and Connie O'Dell, CBOCS volunteers have responded to the MML Challenge Program. This is to describe an innovative project that the town has undertaken in the last 5 years. We have put together a fantastic 3 page document with 6 accompanying pages of photos and are optimistic we win the award for our population group (3,000-10,000 residents). CBOCS is also being featured at the town booth at the MML meeting in June. We thank Mayor Wahl for giving us the opportunity to feature our great program.

The Oysterquarium committee met and is in the process of making some modifications for this next season.

Additional reef balls will be fabricated in April and May to enhance the habitat at the Old Rock reef. Come and join in the fun

On February 17 CBOCS had the first outreach program of 2016 with the Calvert County Master gardeners.

Attached is the yearly CBOCS event calendar. Detailed 3 month rolling calendar is available on the Town of Chesapeake Beach web site.