

**MINUTES OF THE
TOWN COUNCIL INFORMATIONAL
WORK SESSION
March 12, 2019**

I. Patrick J. Mahoney, Mayor, called the meeting to order at 6:00 p.m. In attendance were: Dr. Valerie Beaudin, Stewart B. Cumbo, Derek J. Favret, Gregory J. Morris, and Keith L. Pardieck, Council Members, Holly K. Wahl, Town Administrator, Dale Clark, Town Treasurer, James Berry, Public Works Manager, Jon Castro, WRTP Manager, Connie O'Dell, Code Enforcement Officer, Christopher Jakubiak, Planning and Zoning Administrator, Marilyn VanWagner, Water Park General Manager and Francine Addicott, Office Assistant. Absent were Lawrence P. Jaworski, Council Member and Sharon L. Humm, Town Clerk.

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

III. Informational Discussion on the following items:

1. Housing & Livability Code -The Town's ability to inspect rental properties is limited by the standards that the County has adopted so there have been some instances with housing conditions that have come up and the Town has not been able to inspect or work to remedy. The goal is to adopt a livability code. Mr. Jakubiak gave an overview of the Draft Housing Code he created for Chesapeake Beach. Mr. Jakubiak discussed the three sections of the code. I. General Provisions, II. Minimum Housing Standards, and III. Rental Licensing Program. Mrs. Wahl stated the first step is to adopt the livability code, then go through the specifics of the rental code once it is adopted. Comments and concerns were received from the Council and addressed by the Planning and Zoning Administrator and staff.
2. Water Park Re-Plastering RFP –Bids to Re-Plaster (white coat) the Main Pool at the Water Park including the Lazy River, Activity Pool, Splash Pool and the Lap Pool were received from Winkler, High Sierra Pools and Wilcox Pearl. Mrs. Wahl said there is a cost savings in doing these repairs this fiscal year versus next fiscal year. Mrs. Wahl is recommending Winkler Pool Management, Inc. to make the repairs with a 1-year warranty and labor. Their proposal also covers any unknown beam repairs.
3. Landscape RFP – Bids for The Landscape Maintenance Contract under a 3-year term with the option to secure a 5-year term were received.

Mrs. Wahl said she and Mr. Berry along with the Green Team refined the scope of work for cost savings. It will include replacing the stained mulch with a pine mulch, incorporating more native plants, and adding buffer gardens along the public areas of the entrances to the Boardwalk along B Street. Mrs. Wahl is recommending our current Contractor Windmill Farms and would like to consider extending that contract to a 5-year option.

4. Fireworks and Barge RFP – Bids were received March 11, 2019. Smith Brothers, Inc, was the only Barge bid that was received and offered to extend their rate for up to 3 years. Mrs. Wahl would like to recommend them for an extended period to allow budgeting for the cost.

The Fireworks display RFP- Bids were received by Fantastic Fireworks and Schaffer Fireworks.

Mrs. Wahl said that Fantastic Fireworks provides the best option for the Town and would be a nice change.

5. Public Works Truck re-allocation request of purchasing vendor– In October of 2018, the Town Council had awarded Public Works to purchase Utility Truck from Winegardner, but time lapsed, and it was no longer available. Mr. Berry said he found it through another provider, and it is exactly what they wanted. Mrs. Wahl is asking to move the award to that Vendor so it can be purchased.

6. Town Hall Access Control Proposals – – Proposals were received from B.O.S.S and RedHawk Fire & Security to install electronic strikes on all exterior doors with emergency egress doors for exit if Town Hall encounters a power outage. The proposal includes monitoring for fire and security along with the installation of a panic button for the front desk staff to utilize in case of an emergency. Mrs. Wahl said that B.O.S.S is the current provider for the Town and provides a cost savings in providing an “add-on” to the existing system to meet the expanding needs for the security of Town Hall. Mrs. Wahl was still reviewing the quotes and said that \$15,000 was budgeted for this fiscal year for upgrades.

7. Town Website Proposals-

CivicPlus Web Design Services & Maintenance and Revize Web Design submitted quotes for the upgrade of the Town’s Website. Currently the Town uses a Webmaster. Mrs. Wahl said that the Town wants to upgrade the website for www.chesapeakebeachmd.gov to make it easier for Town Staff to make updates.

8. Draft FY20 Budget Review–Mr. Clark provided an overview of the Draft FY20 General Fund budget, Mitigation Fund budget and Water Reclamation Plant budget. Mr. Clark went page by page and addressed Town Councils questions. Mr. Clark will incorporate the Town Councils questions into a revised draft to be presented to Town Council at the March Town Council meeting.

IV. Council Lightning Round –

1. Dr. Beaudin-Thanked everyone for their contributions for the Dragon Boat Fundraiser.
2. Mr. Cumbo- Thanked the staff for the large font size on the budget worksheets.

3. Mayor Mahoney- Thanked the Council for a great job in hiring Mr. Clark for the Town Treasurer.
4. Mr. Pardieck – Thanked staff for the work they did in putting this meeting together.
5. Mr. Morris –Heard no comment
6. Mr. Favret- Agreed that this was a good first budget work session. Mr. Favret said that on Monday the Walkable Advisory Board will meet to brief the Bay Front Park Committee, Green Team and the Economic Committee members on their proposal. All are welcome to attend at 7:00 pm in Town Hall.

- V. **Executive Session** Councilwoman Beaudin moved to close the regular meeting at 8:45 pm under the Statutory Authority of the Md. Annotated Code, General Provisions Article, §3-305(b) (1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals.” Seconded by Councilman Favret, all in favor.

The Mayor re-opened the regular meeting at 9:02 pm.

All members that voted in favor to close for an executive session were present the entire closed session and the purpose was to discuss employee compensation.

VI. **Adjournment:**

The meeting adjourned at 9:02 p.m. on a motion by Councilwoman Beaudin. Seconded by Councilman Favret, all in favor.

Submitted by,

Francine Addicott
Office Clerk