

**MINUTES OF THE
TOWN COUNCIL MEETING
October 20, 2011**

- 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, Ingrid K. Lamb, Patrick J. Mahoney, Council Members, Elissa Levan, Town Attorney, Sharon L. Humm, Town Clerk, Leslie Porter, Town Treasurer, Jay Berry, Superintendent of Public Works, William Watson, Zoning Administrator and Code Enforcement Officer, Paul Woodburn, Town Engineer, Jon Castro, WWTP Superintendent, Marilyn Van Wagner, Water Park General Manager, and Wilson Cochran, Project Manager. Absent were Stewart B. Cumbo and Julie Spano, Council Members, Dr. James Parent, Town Administrator and First Sergeant Bowen.
- II. **Pledge of Allegiance.** Mr. Mahoney led the pledge of allegiance.
- III. **Approve the Agenda.**

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

Mr. Carpenter asked to add "VII-F, Utility Rate System Committee" to the agenda.

The Council voted on the agenda as amended, all in favor.
- IV. **Public Comment on any item on the agenda.** None.
- V. **Approval of the minutes of the September 15, 2011 Town Council Meeting.**

MOTION: Mr. Mahoney moved to approve the minutes of the September 15, 2011 Town Council Meeting. Seconded by Dr. Beaudin, all in favor.
- VI. **Petitions and Communications:**
 - A. **Deputy's Report** – First Sergeant Bowen submitted the attached written report. Cpl. Dave Gatton was present to address any police issues.
 - B. **Public Works Report** – Mr. Berry submitted the attached written report. Mr. Carpenter inquired about the paint issues at Veterans Park. Mr. Berry reported that the contractor whom did the Veterans Park painting is under a 2 year warranty and will continue to repair as necessary until the Town makes a decision as to how to resolve the problem.
 - C. **Code Enforcement Officer's Report-** Mr. Watson submitted the attached written report.

- D. Town Engineer's Report** – Mr. Woodburn submitted the attached written report. Mr. Woodburn reported on the Railway Trail.
- E. Water Park Report** – Mrs. VanWagner submitted the attached written report. Mr. Carpenter asked Mrs. Van Wagner about the maintenance/upgrades in her report.
- F. Wastewater Treatment Plant Report** – Mr. Castro submitted the attached written report. Mr. Castro reported there were no spills or violations.
- G. North Beach Volunteer Fire Department** – Mr. Gordy submitted the attached written report. Mr. Gordy thanked the Town for their generous support and reported the Gator is up and running.
- H. Treasurer's Report** – Mrs. Porter reported that the audit should be complete by the end of the month and spoke briefly on the 1st quarter financial report.
- J. Mayor's Report** –

1. The Mayor appointed the following persons for the Election Advisory Committee; Pat Mahoney, Eunice Lin, Beth Gale, Malcolm Funn and Bob Carpenter as Chair. The Mayor directed the committee to focus on campaign finance disclosure and the polling place.

2. The Mayor was pleased to report the Railway Trail dedication was held on September 30th with a great turn out, giving special thanks to Special Events Coordinator, Pat Carpenter and all those involved for their support and participation.

3. The Mayor stated on October 3rd the Chamber of Commerce sponsored a briefing with the County Commissioners for businesses, which he attended and on October 4th made a visit to the U. S. Capitol on an invitation from Senator Ben Cardin for municipal elected officials, which among the speakers were Congressman Hoyer who spoke highly of our Chesapeake Beach Railway Trail.

4. The Mayor mentioned that the Town is still waiting on State Highway approval for the speed monitoring cameras.

5. The Mayor reported that the Cystic Fibrosis Foundation will have a "Cycle for Life Event" on Saturday, October 22nd and to be cautious of cyclists.

6. The Mayor stated a Zoning Map Amendment Ordinance would be introduced next month.

7. Mayor Wahl was sad to report that long time resident Annie Laura Wells had passed away and that funeral services would be held on Saturday, October 22nd.

8. The Mayor reported that the Town is still working with Comcast on the franchise agreement.

9. The Mayor reported that the Town anticipates receiving 75% reimbursement from FEMA for money spent during the cleanup of the August/September storms.

10. The Mayor reported that the Town Hall now has recycling bins available for anyone needing one.

11. Ms. Lamb pointed out that November is Municipal Government Works month and we need to fly our flag.

VII. Resolutions & Ordinance:

A. Vote on Resolution R-11-1, a Resolution Supporting Participation in the Sustainable Maryland Certified Municipal Certification Program.

MOTION: Mr. Mahoney moved to approve Resolution R-11-1, a resolution supporting participation in the Sustainable Maryland Certified Municipal Certification Program. Seconded by Mr. Carpenter, all in favor.

B. Introduce Ordinance O-11-9, an Ordinance of the Town Council of Chesapeake Beach, Maryland repealing all prior ordinances relating to Floodplain Management and enacting Chapter 19, "Floodplain Management" of the Chesapeake Beach Town Code, establishing Floodplain Zones within the Town Limits and requiring a permit for all development within the designated floodplain zones; providing certain minimum standards for construction within the floodplain zone; setting forth standards and procedures for submission and approval of plans for development; and establishing penalties for failure to comply with the provisions of this ordinance. A public hearing will be set for 7:45 p.m. prior to the next regularly scheduled meeting.

VIII. Report of Officers, Boards and Committees:

- A. Planning & Zoning Commission** – There was a meeting held on October 19, 2011. Planning and Zoning Chairman Jeff Labar was present to report on the meeting's activities.
- B. Board of Appeals** – There was no hearing held.
- C. Water Park Advisory Board** – Dr. Beaudin reported that along with the maintenance/upgrades mentioned in the Water Park report, the Board is looking at a 2-5 year plan with the possibility of adding a new feature to the park.
- D. Skateboard Park Committee** – Mr. Carpenter had no comment at this time.
- E. Cable TV Advisory Committee** – The Mayor reported that there was a meeting held October 5, 2011 and the franchise renewal was the topic of discussion. On another note, the Mayor stated that he attended the Richfield Station Homeowners Association meeting which is no longer under the developer but the citizens.
- F. Utility Rate System Committee** – Mr. Carpenter was concerned that there has been no activity on the committee, and with budget time just around the corner he encouraged the Mayor to, if necessary, re-establish the committee and consider including citizen members.

IX. Unfinished Business:

1. Ms. Lamb asked the status of the Harbor Road Ordinance.
2. Mr. Carpenter inquired as to whether the Town Attorney found anything further regarding the possibility that subsidizing the Utility Fund with capital connection fee revenues were illegal.
3. Dr. Beaudin suggested that at some future time, once the proposed zoning map has been adopted as the Town's official zoning map, that Planning and Zoning might consider clarifying certain language in the Zoning Code, particularly Article 3-100.

X. New Business:

1. **Consider awarding a construction contract to Mastercraft Homes, LLC for a contract amount of \$90,900 to remove and replace 840 LF of Boardwalk decking with composite deck board and repainting the 14th Street stair handrail.**

MOTION: Mr. Mahoney moved to approve awarding a construction contract to Mastercraft Homes, LLC for a contract amount of \$90,900 to remove and replace 840 LF of boardwalk decking with composite deck board and repainting the 14th Street stair handrail. Seconded by Dr. Beaudin, all in favor.

2. **Consider awarding a design services contract to Wally Hollyday Design for a contract amount not to exceed \$24,000. This contract includes design services for a 10,000 square foot skate park to be located at Kellams Field.**

MOTION: Mr. Carpenter moved to approve awarding a design services contract to Wally Hollyday Design for a contract amount not to exceed \$24,000. Seconded by Mr. Mahoney. Ayes, Dr. Beaudin, Mr. Carpenter and Mr. Mahoney. Opposed, Ms. Lamb. Motion failed.

XI. Public Comment:

Public comment was received by:

1. Nancy Feuerle of 4020 15th Street
2. John Bacon of 8717 C Street
3. Paul & Marsha Messinese of 3538 Cox Road
4. Clara Mac Buckmaster of 3818 26th Street

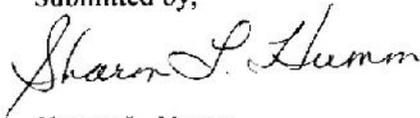
XII. Council Lightning Round:

1. Dr. Beaudin reminded everyone that Saturday, October 23, 2011 is the Halloween Family Fun Night at the Water Park from 6:30 to 8:00 p.m.
2. Ms. Lamb thanked everyone for coming.
3. Mr. Carpenter commented that with the failed motion regarding the skate park there would be a lot of disappointed young people.
4. Mr. Mahoney concurred with Mr. Carpenter's statement and wished everyone a Happy Halloween and Veterans Day.
5. The Mayor reported that the newsletter will be coming out soon.

XIII. Adjournment:

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

Submitted by,



Sharon L. Humm
Town Clerk

Memo



CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: October 12, 2011
To: Sharon Humm
From: First Sergeant Craig Bowen
Re: Sheriff's Office Report-Chesapeake Beach

In September, the Sheriff's Office handled 487 calls for service in Chesapeake Beach. This is down from 541 in August.

Call Breakdown for September:

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

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

Of the 164 calls, we handled:

- 2 Assaults – (2 closed)
- 0 Robberies
- 3 CDS Violations
- 10 Thefts – (3 closed and 7 under investigation)
- 0 Burglaries
- 5 Destruction of Property – (5 under investigation)
- 1 DWI

The remaining calls were minor non-criminal calls that required no further police action



Jay Berry,
Superintendent Public Works

October 20th, 2011

Public Works Report

Water Park – The Park has closed for the season. There are a couple of known leaks in the pool. We have drained the pool and at this time we are preparing for the Haunted Trail. After the break down and clean up from that we will work on winterizing the park.

Graffiti – We continue to take care of graffiti as we find it. There was some graffiti on the railway trail. Names and pictures were carved into the hand rail at the bridge trestle. We have sanded out what we could and might have to replace one top rail. Wilson is checking on a mobile camera that we could use to monitor the trail.

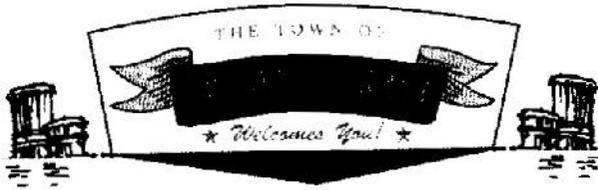
Chesapeake Village water tower – The water tower is currently on line. Wilson is working with the contractor and Ben Dyer to address an ongoing punch list.

Flushing- The flushing of the water system has been completed at this time. We flush the entire system twice a year, so we will be back at it in March of 2012.

Rail Way Trail- We continue our efforts to keep the trail looking good. As the weather has cooled more and more people seem to be using the trail. The P W crew is keeping up with the trash and has had our share of fallen trees and branches to deal with this year.

Water leaks- There was a 6" water valve that started leaking at the corner of C and 17th Street. The Public Works crew was able to repair the valve and back fill the trench left in the road. The asphalt repair should be completed shortly.

Snow-This is the time of year we gear up all of our equipment to prepare for the winter. We already have clean dry salt in stock left over from last year thanks to our new salt dome. Salt is a very corrosive element to work with and it takes a lot of maintenance to keep everything up and running. We installed a large hot water heater at the town garage to assist us with washing down all of our equipment this year.



Memorandum

TO: Mayor and Town Council
FROM: Bill Watson, Code Enforcement Officer, Zoning Administrator
DATE: October 14, 2011
SUBJECT: Code Enforcement Status Report
 Planning & Zoning Report

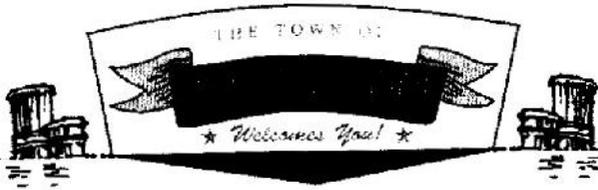
Code Enforcement

Location	Vehicles Addressed	Status
3800 Block of 27 th Street – Boat on Trailer	Towed by Sheriff's Department order	
8700 Block of Bayside Road – Boat Trailer	Call to owner – Moved	
7356 G Street – Inoperable Vehicle	Letter sent 9/14/11	
Fishing Creek Courtyards – Catering Cart w/dead tags	Call to owner, stickers affixed	
7921 Old Bayside Road- Fire Damaged House	Letter requiring demolition - Dangerous Building	
8730 Bayside Road – Inoperable Vehicle	Letter Sent 9/22/11	
8317 D Street – Fire Damaged Structure	Letter requiring demolition - Dangerous Building	
8356 G Street – 3 Inoperable Vehicles	4 Citations sent 9/30/11	
8400 G Street – 3 Inoperable Vehicles, Tall Grass	5 Citations sent 9/30/11 – Owner has elected to stand trial	

Location	Grass & Other Violations	Status
7537 C Street – Siding needing repair, painting, gutters	Unable to find owner.	Doing Alternate Service
3802 15 th Street – Tall grass	Mowed	
3716 18 th Street – Tall grass	Mowed	
8709 C Street – House in disrepair	Contacted Owner	
3809 16 th Street – Tall Grass	Mowed	
7603 Old Bayside Road – 3 citations	Letter returned, Process server attempting service	
3931 16 th Street	Notice of Tree Damage	
3910 14 th Street – Tall Grass	Certified Undeliverable – Doing Alternate Service	
3744 13 th Street – Tall Grass, Abandoned Pool	Certified Undeliverable – Doing Alternate Service	
3814 26 th Street – Illegal Accessory Dwelling	Citation sent. Owner has abandoned rental and is occupying.	
7336 C Street – Abandoned pool	Citation Sent 10/11/11	

Court Status

- No cases presently pending in Court



OFFICE OF THE MAYOR AND TOWN COUNCIL

Planning & Zoning

This part of the report is taken from the draft agenda, for the late meeting, this month.

- Public Hearing on the Proposed Comprehensive Rezoning scheduled for October 19, 2011 at 6:30pm
- Consider Final Approval for Condominium Plat – Richfield Station - Phase 3, Unit 1, Building RD5017 on Crest View Lane

Board of Appeals No applications for the Board have been received.



October, 2011
J-B03021-4775

TOWN OF CHESAPEAKE BEACH
Engineering Report

Trail – The trail is complete (see attached update).

WWTP – (ENR upgrades) – Design is ongoing. MDE design comments have been addressed and resubmitted to MDE. We have filed for grading and building permits with the County. Bid packages are assembled and ready to go out as soon as MDE gives the go ahead. A tentative bid schedule has been set for the first week of December.

Chesapeake Village Water Tower (see attached update) – The tower is functioning and is in use. Final contractor close out items are under way.

Kellams Field Reconstruction – Remaining items include the batting cage platform and minor punch list items. Homes by Les is currently working on these items. The new spring overlay is coming along nicely.

SCADA – The new Chesapeake Village water tower and 1st Street flow meters are currently being installed. Work on electrical equipment installation is currently taking place.

Richfield Station – Preparations are being made over the long term maintenance for the water tower structure.

Water Park – winter repairs and 2012 improvements planning is underway.

‘B’ Street Boardwalk – Bidding has closed. Ten bidders attended the pre-bid meeting and recommendation for award will be presented under New Business.

Veterans Park – See attached.

10-TOCB Project List.120808.jhm

11721 WOODMORE ROAD, SUITE 200 MITCHELLVILLE, MD 20721



BEN DYER ASSOCIATES, INC.
ENGINEERS, SURVEYORS, PLANNERS
TELEPHONE: 301-430-2000

To: Paul Woodburn, P.E.
From: JJ Brown
Subject: Report for the Town of Chesapeake Beach, J-B03021-4775
Date: October 12, 2011

Chesapeake Beach Railway Trail – Construction items for the Trail permits are being closed out. The Calvert County sediment control permit has been closed and the building permit is in the process of being closed out. We are investigating the possibility of adding a nature foot trail extension to the trail through Richfield Station. We are in final discussion with the Richfield Station Developer to open the Sansbury Road entrance through a temporary trail. The Kellams Trail head entrance camera is currently being installed.

Chesapeake Village Water Tower – The design team including Sterns and Wheeler/GHD completed final walk through of the Tower. They have compiled a list of minor items. Statewide Inspections was on site to perform final 3rd party inspection. Two items were noticed during electrical inspection. Statewide will be sending a letter with report stating the items. Fire Inspector will be sending final along with Statewide's letter.

'E' Street Pump Station Influent Sewer Pipe – The Town will be performing test holes over the sewer pipe to determine the extent of the 'belly' in the pipe. Recommendation for repairs will follow test hole investigation.

Veterans Park – Double P Painting was back on site to touch up and complete the face lift. All work is now complete.

Emergency Boat Tie-Up – Contractor has completed 95% of the project. A low tide is needed to fasten the bottom of the rub rails to the piles.

Misc – Paving and sidewalk improvements at Bay Front Park, Dakota Ave, Sansbury Dr, 31st and C Street, and the Public Works yard will be commencing in the coming weeks.



Water Park Report

Marilyn VanWagner, General Manager Water Park
October 14, 2011

2011 Final Details

The Park is in its final stages of clean-up from the 2011 Season. All equipment has been cleaned and is being put away for the winter. We continue to close the season out by taking inventory in each department. Final meetings are being held with our top vendors to review sales for the season and discuss what changes need to take place for next Season.

Staffing -

-Final interviews are still being conducted for next year's Management Team. All 2011 employees were given the opportunity to interview for the positions they are interested in before they left at the end of the Season. Once they are selected they will be enrolled in the proper training.

Marketing -

Continue to work on assessing the effectiveness of the overall marketing plan. This plan needs to include:

- reviewing all advertising from last year and look into how we can replace more of it with more of the free social networking.
- negotiating for seasonal advertising as opposed to annual commitments
- better advertising to drive people to the website
- integrating features such as on-line ticketing, group sales, birthday party scheduling, and gift cards needs to be added to the website.
- We need a general brochure, and specialized brochures for groups and parties also. We currently do not have any brochures. All we have been able to offer in the past are copies of flyers printed from the copy machine.

Maintenance/Upgrades-

- Baby Pool has leaks
- Both the security system and the public address system need to be upgraded
- Cracked concrete on decking in several areas, many of the cracks are trip hazards and need to be addressed.
- The parameter fence needs to be stabilized and redirected slightly near the concession Stand.
- The Lazy River is in need of caulking, and we need to seriously consider the plan for white coating.
- Met with LGIT, our Insurance Company, our signs needs to be updated in a few areas of the park
- The white and blue slides need to be caulked, they are leaking
- A few areas of the park need seasonal painting.



CHESAPEAKE BEACH WASTEWATER TREATMENT PLANT REPORT

Jon Castro, Superintendent
October 20, 2011

Plant Operation:

Plant personnel completed tests required on its permit during this report period. The first test was the DMR-QA Study 31 which was performed on 9-12-11. This test is performed in the plants lab on samples to check the lab equipment and test results we are sending to MDE. We passed this test. The second test was the Bio-Monitoring test which was done on the week of 9-26-11. This test is performed by an outside lab which tests the plant's Effluent for chemical analysis and the survival of fish. We will know these tests results at the end of October

There were no incidents to report in the plant's Solids Handling Operation or the Lab Sampling Operation with Chesapeake Labs. The plant removed 96 tons of sludge in September.

Plant operations for this monthly report used the Shell Fish Tank on one occasion. This took place on 9-23-11 due to heavy flows from Rain.

The plant had 1 emergency alarm responded to during this period. The alarm was due to a pump failure during thunder storms.

The Wastewater Plant had no spills or violations to report.

Future Projects:

The ENR upgrade for the Chesapeake Beach Wastewater Treatment Plant is at the 90% design stage and is scheduled for construction to begin in the spring of 2012.