



**PUBLIC HEARING MINUTES**  
**October 16, 2014**

- I. Bruce A. Wahl, Mayor called the public hearing to order at 7:00 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. Richard Holler, Acting Town Administrator, Elissa Levan, Town Attorney, Sharon L. Humm, Town Clerk, Laurie Smith, Town Treasurer, Cheri Beard, Assistant Treasurer, Paul Woodburn, Town Engineer, William Watson, Code Enforcement Officer, Marilyn Van Wagner, Water Park General Manager, Chris Jakubiak, Planning and Zoning Administrator, Connie O'Dell, Community Development/Special Events Coordinator and First Sergeant McDonough. Absent were James Berry, Superintendent of Public Works and Jon Castro, WWTP Superintendent.

**Ordinance O-14-16, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for The Town of Chesapeake Beach for the fiscal year from July 1, 2014 to June 30, 2015, to appropriate funds from the unallocated General Fund Reserve for allocation to the Dredge Reserve Fund.**

The Mayor called for comments from the Council on this Ordinance.

Councilman Carpenter stated that at the appropriate time he would be making an amendment to this ordinance to allocate an additional \$351,000 from the general fund reserves for renovations to the Veterans' Park.

The Mayor called for public comment. There was none received.

There being no further comments the hearing was adjourned at 7:05 p.m. on a motion by Mr. Mahoney. Seconded by Mr. Carpenter, all in favor.

**Ordinance O-14-17, 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 Chapter 19.**

The Town Attorney stated this ordinance would replace the current Floodplain ordinance due to new federal flood maps that have been issued and will become

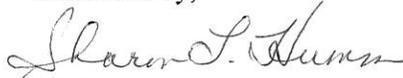
effective November 19, 2014. Ms. Levan stated there are a few, very minor modifications to the version that was originally introduced. Mr. Carpenter stated at the appropriate time he would make an amendment to the ordinance to incorporate those minor modifications. Mr. Cumbo stated that the Town had received a letter from FEMA stating, to avoid suspension, the Town needs to adopt floodplain management measures, such as a floodplain management ordinance by November 19, 2014. If suspended, the Town would be ineligible for flood insurance through the NFIP, new insurance policies cannot be sold and existing policies cannot be renewed.

Mr. Watson stated a public meeting had been held at town hall last week. Mr. Watson projected the flood maps to view for the Council and audience and went over the areas with changes, answering questions.

The Mayor called for public comment. There was none received.

There being no further comments the hearing was adjourned at 7:20 p.m. on a motion by Mr. Mahoney. Seconded by Mr. Krahling, all in favor.

Submitted by,



Sharon L. Humm  
Town Clerk



**MINUTES OF THE  
TOWN COUNCIL MEETING  
October 16, 2014**

**I.** Bruce A. Wahl, Mayor, called the meeting to order at 7:21 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. Richard Holler, Acting Town Administrator, Elissa Levan, Town Attorney, Sharon L. Humm, Town Clerk, Laurie Smith, Town Treasurer, Cheri Beard, Assistant Treasurer, Paul Woodburn, Town Engineer, Marilyn Van Wagner, Water Park General Manager, William Watson, Code Enforcement Officer, Chris Jakubiak, Planning and Zoning Administrator, and Connie O'Dell, Community Development/Special Events Coordinator and First Sergeant McDonough. Absent were Jay Berry, Superintendent of Public Works and Jon Castro, WWTP Superintendent,

**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 Dr. Beaudin.

**MOTION:** Mr. Carpenter moved to amend the agenda to include the introduction of Ordinance O-14-19, an ordinance allocating funds for Veterans' Park. Seconded by Mr. Mahoney. Ayes, Mr. Carpenter, Mr. Cumbo and Mr. Mahoney. Opposed, Dr. Beaudin, Mr. Krahling and Mr. Reinhardt. The Mayor used his prerogative to vote, breaking the 3-3 tie in favor. **Motion Passed.**

**MOTION:** Mr. Krahling moved to amend the agenda to include under New Business, to add a regularly scheduled work session every 3<sup>rd</sup> Monday of the month and meet if there is business to discuss. Seconded by Dr. Beaudin. Ayes, Dr. Beaudin, Mr. Krahling and Mr. Reinhardt. Opposed, Mr. Carpenter, Mr. Cumbo and Mr. Mahoney. **Motion Fails.**

**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 18, 2014 Public Hearing.**

**MOTION:** Mr. Mahoney moved to approve the minutes of the September 18, 2014 Public Hearing. Seconded by Mr. Cumbo, all in favor.

**Approval of the minutes of the September 18, 2014 Town Council Meeting.**

**MOTION:** Mr. Mahoney moved to approve the minutes of the September 18, 2014 Town Council Meeting. Seconded by Mr. Krahling, all in favor.

**Approval of the minutes of the September 29, 2014 Work Session.**

**MOTION:** Mr. Mahoney moved to approve the minutes of the September 29, 2014 Work Session. Seconded by Mr. Cumbo, all in favor.

**VI. Petitions and Communications**

- A. North Beach Volunteer Fire Department-** Mr. Gordy submitted the attached written report. Mr. Gordy was not available to address the Council. Mr. Carpenter inquired as to the nature of the recent fire at the Seagate Condominiums. Ms. Humm will contact Mr. Gordy for an update.
- B. Deputy's Report** –Corporal Phelps submitted the attached written report and First Sergeant McDonough was present to address the Council's concerns. First Sergeant reported on the destruction of property at the firehouse, the CDS violations, and the mail theft in Chesapeake Village.
- C. Public Works Report** – Mr. Berry submitted the attached written report but was not present. Mr. Varner, Assistant Superintendent, was available to address the Council. Mr. Mahoney stated he had been approached concerning a water run off issue at 4023 15<sup>th</sup> Street and asked if public works could follow up.
- D. Code Enforcement Officer's Report-** Mr. Watson submitted the attached written report and was present to address the Council. Mr. Krahling asked the status on the RV issue at 4005 15<sup>th</sup> Street, vehicle issues at 2245 Ivy Lane and 2318 Forest Ridge, and the multi-family use at 3814 26<sup>th</sup> Street. Mr. Krahling inquired as to the current status on the 3914 18<sup>th</sup> Street property situation in regards to declaring it uninhabitable. Mr. Watson spoke with the Health Department, Social Services and the Environmental Health Department but all stating their hands were tied. With the Town having adopted the County Livability Code and delegated its enforcement to Calvert County the Town has no recourse. In order for the County to step in, a tenant would need to file a complaint and/or a defect in the structure would need to be present.
- E. Town Engineer's Report** – Mr. Woodburn submitted the attached written report and was present to address the Council. Mr. Woodburn reported that DNR has agreed to come do the channel survey. Mr. Woodburn was pleased to report that the Town received a grant approval for \$125,000 to remove 30,000 yards from the dredge spoil site. Mr. Woodburn gave an update on the Skateboard Park status, the "E" Street pump station and reported that next month the Council will be presented the sub meter regulations for approval.
- F. Water Park Report** – Ms. VanWagner submitted the attached written report and was present to address the Council. Ms. Van Wagner invited everyone to come out Sunday, October 18<sup>th</sup> for the Town's Halloween Family Fun Night at the water park. The event will start at 6:30.
- G. Wastewater Treatment Plant Report** – Mr. Castro submitted the attached written report but was not present to address the Council. The Mayor did report that the three basins have now been completed and processing capacity has gone up and risk of

future discharge has gone down considerably. The shellfish holding tank is empty at this time.

- H. Treasurer's Report** – Mrs. Smith stated she was pleased to be with the Town and gave a brief financial report.
- I. Chesapeake Beach Special Events Report** – Mrs. O'Dell submitted the attached written report and was present to address the Council. Mrs. O'Dell gave a report on the MD Route 261 sidewalk grant stating that the State reconsidered the project with a financial stipulation. If interested, the State would need a letter of approval from the Town. Mr. Woodburn will look further into the details of this. Also echoed Ms. Van Wagner's comments inviting everyone to come out to the Halloween Family Fun Night. On another note, Mrs. O'Dell stated the water bills with the new rate structure have been sent out and the phones are keeping the staff busy!
- J. Mayor's Report** –
1. The Mayor stated John Bacon was not present tonight as his wife, Merrilyn, has undergone surgery and asked she be kept in our thoughts and prayers.
  2. The Mayor reported he will not be at next month's meeting and Council Vice-President Mahoney will chair the meeting.
  3. The Mayor introduced and welcomed the new Town Administrator, Richard Rose, who will be coming aboard on Monday, October 20<sup>th</sup>.

**VII. Resolutions & Ordinances:**

- A. Vote on Ordinance O-14-16, an Ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for The Town of Chesapeake Beach for the fiscal year from July 1, 2014 to June 30, 2015, to appropriate funds from the unallocated General Fund Reserve for allocation to the Dredge Reserve Fund.**

**MOTION:** Dr. Beaudin moved to approve Ordinance O-14-16. Seconded by Mr. Mahoney.

**MOTION:** Mr. Carpenter moved to amend Ordinance O-14-16, to allocate an additional \$351,000 from the unallocated General Fund Reserve for renovations to Veterans Park. Seconded by Mr. Cumbo.

Ayes, Mr. Carpenter, Mr. Cumbo and Mr. Mahoney. Opposed, Dr. Beaudin and Mr. Reinhardt. Abstained, Mr. Krahling.

**Motion Fails.**

**The Council voted on Ordinance O-14-16 as presented, all in favor.**

- B. Vote on Ordinance O-14-17, 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 Chapter 19.**

**MOTION:** Mr. Mahoney moved to approve Ordinance O-16-17. Seconded by Dr. Beaudin.

**MOTION:** Mr. Carpenter moved to amend Ordinance O-14-17 to accept and incorporate the minor amendments as earlier stated by Counsel. Seconded by Dr. Beaudin, all in favor.

**The Council voted on Ordinance O-14-17 as amended, all in favor.**

- C. Emergency Ordinance O-14-18, an emergency ordinance of the Town Council of Chesapeake Beach, Maryland amending Chapter 290, "Zoning," of the Code of Chesapeake Beach to amend Section 290-32, "Board of Appeals" to alter the composition and meetings dates for the Chesapeake Board of Appeals and declaring that an emergency exists warranting an effective date as of the date of adoption of this ordinance. A public hearing will be held prior to the next regularly scheduled meeting at 6:45 p.m.**
- D. Introduce Ordinance O-14-19, an ordinance of the Town Council of Chesapeake Beach, Maryland, amending the adopted General Fund Budget for the Town of Chesapeake Beach for the fiscal year from July 1, 2014 to June 30, 2015, to appropriate \$355,000 from the unallocated General Fund reserves for the propose of performing repairs, renovations and improvements to Veterans' Park. A public hearing will be held at the next regularly scheduled meeting immediately following Ordinance O-14-18.**

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

- A. Planning & Zoning Commission** – There was no meeting held in October. Mr. Jakubiak was present to address the Council.
- B. Board of Appeals** – There was no hearing held in October.
- C. Water Park Advisory Board** – No report.
- D. Skateboard Park Committee** – No report.
- E. Chesapeake Beach Oyster Cultivation Society Committee** – Mr. Bacon was not present to give the water monitoring report. Nancy Feuerle reported that during the Railway Trail cleanup the trail markers will be installed. Committee welcomes any and all volunteers.
- F. Bayfront Park Committee** – Mr. Mahoney reported that the committee met with Mr. Berry and exchanged thoughts and ideas. Mr. Mahoney will take the

information presented and prepare a report, meeting with Mr. Berry again to finalize before presenting to the Committee and then the Mayor.

**VIII. Unfinished Business:**

1. Sub Meters – Mr. Woodburn reported a work session was held September 29, 2014 to review the proposed procedure. Mr. Woodburn will incorporate recommendations made by the Council and will present to Council for review and approval.
2. Special Committees –Mr. Krahlung has asked this remain on the agenda until resolved. The Mayor stated that at this point in time he would not be appointing any committees as the code assumes a commission form of government, which the Town is not, but at Mr. Krahlung's request will allow it to remain on the agenda.
3. Mr. Krahlung inquired as to the status of the campaign finance issue. With Mr. Carpenter resigning from the election committee, where do things stand at this point? The Mayor stated he directed the attorney to draft and submit to the Ethics Commission an Ethics Ordinance and will be discussing this in the executive session tonight after the regular meeting. Mr. Krahlung stated campaign finance is not included in the Ethics ordinance and this would still need to be addressed.
4. Mr. Cumbo inquired as to the status of the 29<sup>th</sup> Street situation and is requesting this item remain on the agenda until resolved.

**IX. New Business:**

**1. Council to consider the re-appointment of Nancy Feuerle to the Planning and Zoning Commission.**

**MOTION:** Mr. Mahoney moved to approve the re-appointment of Nancy Feuerle to the Planning and Zoning Commission. Seconded by Dr. Beaudin, all in favor.

**2. Council to consider the appointment of Derek Favret to the Zoning Board of Appeals.**

**MOTION:** Mr. Mahoney moved to approve the appointment of Derek Favret to the Zoning Board of Appeals. Seconded by Mr. Krahlung, all in favor.

**3. Council to consider the approval of the purchase of 1 (one) Ditch Witch, Model FX25 Fluid Excavator Unit and 1 (one) Ditch Witch, Model T9S Tandem Axle Trailer in the amount of \$35,261 from Ditch Witch of Maryland, Inc. This item is in the budget.**

**MOTION:** Mr. Mahoney moved to approve the purchase of one Ditch Witch Excavator Unit with Trailer in an amount not to exceed \$35,261. Seconded by Mr. Cumbo, all in favor.

**X. Public Comment:** None

**XI. Council Lightning Round:**

1. Mr. Mahoney wished everyone a Happy Halloween and Happy Veterans Day.
2. Mr. Carpenter took the opportunity to thank Dr. Holler for his service as Acting Town Administrator and echoed Mr. Mahoney's comments for a Happy Halloween and Happy Veterans Day. Mr. Carpenter raised the question to the Mayor, in terms of adding items to the agenda, how the Council is to deal with this issue.
3. Mr. Reinhardt wished everyone a good evening.
4. Mr. Krahlung thanked everyone for coming out and also recognized Mr. Lightfield for his service in helping Mrs. Beard during the Town's absence of a treasurer. The Mayor thanked Mrs. Beard also and gave a round of applause.
5. Mr. Cumbo also thanked Dr. Holler and Mr. Lightfield for stepping in and helping the Town while in the process of filling the Town Administrator and Town Treasurer positions. Mr. Cumbo welcomed Mrs. Smith, Mr. Rose and new Board of Appeals member, Derek Favret to the Town.
6. Dr. Beaudin stated this is "End Hunger in Calvert County" month and any contribution would be much appreciated.

**Executive Session:**

**Close for Executive Session to discuss pending or potential litigation.** The meeting was closed at 8:45 p.m. for a Closed Executive Session pursuant to State Government Article 10-508(a) Subsection 8, to consult with staff, consultants, or other individuals about pending or potential litigation and to discuss the Ethics Ordinance on a motion by Mr. Mahoney. Seconded by Mr. Cumbo.

Councilman Carpenter commented that he would vote in favor of going into an executive session and participate in the pending or potential litigation matters but stated when the discussion of the Ethics Ordinance came about he would be excusing himself at that point.

The Council voted on Mr. Mahoney's motion to go into executive session, all in favor.

The meeting was reopened at 9:47 p.m. on a motion by Mr. Krahlung. Seconded by Mr. Reinhardt, all in favor.

All members that voted in favor to close for an executive session were not present the entire closed session. Mr. Mahoney was not present as he took ill and Mr. Carpenter excused himself after the subject of pending and potential litigation was discussed. The purpose was to consult with staff, consultants or other individuals about pending or potential litigation in

regards to the Sizemore's appeal from the decision of the Chesapeake Beach Zoning Board of Appeals, an age discrimination case, and the matter of the Ethics Ordinance.

**XIII. Adjournment**

There being no further business, the meeting adjourned at 9:48 p.m. on a motion by Dr. Beaudin. Seconded by Mr. Cumbo. Ayes, Dr. Beaudin, Mr. Cumbo, Mr. Krahling and Mr. Reinhardt. Absent was Mr. Carpenter and Mr. Mahoney. Motion Passes.

Submitted by,

A handwritten signature in cursive script that reads "Sharon L. Humm".

Sharon L. Humm  
Town Clerk



**SEPTEMBER 2014 TOWN STATS**

**EMS = 112**

**ALLERGIC RX = 2**

**AMS = 2      OTHER NON PRIORITY DISPATCHED CALLS = 43**

**CARDIAC ARREST = 3      EMS CALLS IN THE TOWN OF CB = 40**

**CHEST PAINS = 10      EMS CALLS IN THE TOWN OF NB = 17**

**CVA = 4**

**DIABETIC = 4**

**MVA = 8      EMS DRILL:  
SPLINTING**

**OVERDOSE = 3**

**RESP. DISTRESS = 11**

**SEIZURES = 7**

**SYNCOPE = 2**

**UNCONSCIOUS = 12**

**WATER RESCUE = 1**

100% VOLUNTEER



FIRE = 65

AFA = 2

BRUSH = 4

FIRE CALLS DISPATCHED IN THE TOWN OF CB = 22

EMS = 47

FIRE CALLS DISPATCHED IN THE TOWN OF NB = 11

FIRE'S = 3  
(HOUSE, BOAT, POLE, ETC)

HAZMATT = 1

FIRE DRILL:  
REVIEW OF EQUIPMENT ON ENGINES

LZ = 2

MVA = 5

WATER RESCUE = 1

FUNDRAISING:

BINGO: 9/2, 9/9, 9/16, 9/23, & 9/30

# Memo



## CALVERT COUNTY SHERIFF'S OFFICE TWIN BEACHES PATROL

Date: October 4, 2014  
To: Sharon Humm  
From: Corporal Thomas S. Phelps  
Re: Sheriff's Office Report-Chesapeake Beach

---

In September of 2014, the Sheriff's Office handled 397 calls for service in Chesapeake Beach. This is down from 422 calls in August 2014.

Call Breakdown for September 2014:

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

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

Of the 397 calls, we handled:

- 3 CDS Violations (Closed by Arrest)
  - Type ( 2 marijuana; 1 Heroin)
- 6 Thefts
  - *Theft of Items from Residence (Under Investigation)*
  - *Theft from UNLOCKED Vehicle (Under Investigation)*
  - *Theft of Mail (Under Investigation)*
  - *Theft of Bike from Yard (Closed by Arrest)*
  - *Theft of Cell Phone (Closed by Arrest)*
  - *Shoplifting Roland's (Under Investigation)*
- 4 Destruction of Property
  - *Damaged Vehicle (Under Investigation)*
  - *Damage to Firehouse (Closed by Arrest)*
  - *Damage to Vehicle/ Slashed Tires (Closed by Arrest)*
  - *Damage to Bayfront Park Cliffs/ Spray Painted (Under Investigation)*

- 2 DUI

**Breakdown of Dispatched/Self Initiated Calls**

911 Hang Up – 1	Follow Up – 10	Traffic Control – 1
Abandoned Vehicle – 1	Fraud – 2	Traffic Enforcement – 2
Accident – 7	Lost Property – 1	Trespassing – 7
Alarm – 13	Loud Music/ Noise Comp – 6	Unauthorized Use MV – 2
Animal Complaint – 1	Missing Person – 1	Violation Protective Order – 3
Assault – 4	Neighborhood Dispute – 2	Warrant Service – 6
Assist Motorist – 5	Parking Violation – 6	
Assist Other Department – 7	Patrol Check – 178	
Assist Sick/Injured – 6	Police Information – 12	
Attempt to Locate – 9	Protective/Peace Order – 1	
Burglary – 1 (Unfounded)	Robbery – 1 (Unfounded)	
CDS Violation – 6	Sex Offense – 2	
Check Welfare – 11	Special Assignments – 3	
Conservator – 1	Summons Service – 2	
Destruction of Property – 5	Suspicious Person – 14	
Disorderly – 9	Suspicious Vehicle – 15	
Domestic – 9	Theft – 6	
Eviction – 1	Traffic Complaint – 15	

\*\*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\*\*



William Varner,  
Assistant Superintendent Public Works

October 16, 2014

Bay Front Park – The Park is no longer staffed and we have removed the Porta-jons for the season. We are looking ahead to next year and discussing several issues with the Bay Front Park committee.

Graffiti – Park of the cliff face at Bay front Park was spray painted. This area is past our do not enter signage and in an unsafe place for public works to remove it. The rain and naturally falling dirt have pretty much taken care of removing it at the time of this report.

Water leak- There were 3 lateral line leaks since our last Council meeting that have all been repaired at the time of this report. We have also had to rebuild the PRV between Richfield Station water tower and the rest of Town.

Wet wells- Bay View hills pump number 2 has been reinstalled. We have pulled both pumps at Chesapeake Village for inspection, nothing remarkable to report. We will soon be preparing all wet wells for the winter season.

Water meter/MXU- We continue the replace MXU's and have completed the 3rd quarter water meter reading.

Flushing- Since our last Council meeting we have completed our 2<sup>nd</sup> flushing this year and will be flushing for the 3<sup>rd</sup> time in October.

Ball fields - We have been working with the Beach Bucs on several issues to make the facility ready for the football season. We have had to pull the grinder pump at the bathrooms and deal with a couple minor issues at the facility.

Rail Way Trail - Our main focus is cutting back all of the weeds on the trail and board walk. The temporary fencing at the Richfield Station end of the trail has been trimmed of weeds and straightened out. We are replacing pickets and top rails as needed. We have relocated some of the safety boxes on the trail to cover the areas where the 5<sup>th</sup> grade field trips occur.

Water Park - We have drained the Park and now I will be working with Brian the new Water Park technician to make him familiar with everything it takes to winterize the Park. We will be prepping the Park for our annual Halloween event and then finish winterizing. Brian is now familiar with the Pump room winterization process, next will be the entire Pool and potable water lines.



# MEMORANDUM

**TO:** Mayor and Town Council  
**FROM:** Bill Watson, Code Enforcement Officer  
**DATE:** October 10,, 2014  
**SUBJECT:** Code Enforcement Status Report

Vehicles Addressed	
Location	Status
2245 Ivy Lane – Vehicle w/expired tags	Letter sent. Wrong Address
3617 27 <sup>th</sup> Street – Untagged Vehicle	Letter sent. Returned – No receptacle
4005 15 <sup>th</sup> Street – RV on Street	Served at Council Meeting in September
2318 Forest Ridge Terrace – Inoperable Vehicle w/out of state tags	Sent letter. Wrong address

Other Violations	
Location	Status
3615 29 <sup>th</sup> Street – Abandoned Boat & Trailer in alley	Letter Sent
2801 Kilt Court – Boat & Trailer in Cul-de-sac	Letter Sent
2615 Sansbury – Vines overgrowing onto neighbor	Sent letter
7837 C Street – Dangerous Deck	Called owner. Will repair within a week
3814 26 <sup>th</sup> Street – Multi-family use not approved	Letter and citation Sent
8727 D Street – Tall Grass	Spoke to owner – will get mowed
8725 D Street – Tall Grass	Spoke to owner – will get mowed
7626 Bayside Road – Tall weeds, vines, wood in need of painting	Letter Sent

Abandoned Homes	
Location	Status
3914 18 <sup>th</sup> Street – Various Issues	Memo sent to Mayor & Council

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

**‘E’ Street Pump Station Influent Sewer Pipe and Storm Drain Inlet/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 is recommended for the paper street portion of Freely Avenue adjacent to this property to clean up a previous quit claim deed action. The Town attorney can further explain.

**Fishing Creek Bridge (MD Route 261)** – Monthly coordination meetings are being held. The project has been bid and an award is still anticipated for November. Calvert County will be relocating the existing fire boat lift soon. 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 2014 with a 2016 construction completion anticipated. BGE is planning to run their lines underground from Mears Avenue to Gordon Stinnett Avenue. Our recent focus has been on Verizon and Comcast lines which will eventually go underground after completion of the bridge. Verizon has agreed to place these lines underground. Two MSHA coordination field meetings have taken place after the Town marked existing water and sewer utilities to make sure the utility contractors understand the sequencing of the initial construction events. A new request has been made to add signage at the Mears Avenue light that says “commercial shopping center” with a directional arrow. Also, a new request was made to add a “no turn allowed sign” just past the intersection going south.

**Fishing Creek Dredging** – Two requests have been made, one to MDNR and one to the Corps of Engineers, to request funding help to jump start the project (see attached).

**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 14<sup>th</sup>, 2014 to review our proposal. The Town did not receive the grant. Staff is looking into alternative grant opportunities. 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.

**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 is scheduled for Monday, October 13, 2014.

**WWTP** – (ENR upgrades) – Bearing Construction continues to improve on the denitrification filter structure and clarifier. Horton Mechanicals' Sub Contractor installed all of the Louvers at Solids Handling Building and located the plant drain to do tie-in of drain for Post Aeration Tanks before starting Denitrification. Filter Pump Station.

**Water & Sewer Manual Sub-Meter Regulations** – Recommendations for adding a water sub-meter permit, design and inspection process to the water and sewer manual has been prepared for review and comment. We have compiled similar regulations and procedures from several local jurisdictions also for comparison. A work session was held last month and recommended changes are being added to the document for review.

### **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 this fall. Materials have been ordered.

**Public Works Pole Building** – The building permit has been issued. Construction has commenced and is close to completion for the second building at the Public Works yard.

**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. (No new update)

**Skate Park** – Final design plans are ongoing by the skateboard consultant. The consultant, Wally Holiday, is moving forward with final design and bid plans. Structural designs and stormwater management designs are currently underway and 80% construction plans have been delivered to the town for review. Construction review comments have been provided back to the consultant. The consultant plans to have final comments addressed and back to the Town. A construction cost estimate has been requested. A request has been made to file for permits. (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)

0-TOCB.Engineering.Report.10.04.2013.PW.lal



## Water Park Report

Marilyn VanWagner, General Manager Water Park  
October 09, 2014

### **2014, End of Season Details -**

The Park is in the final stages of clean-up. All equipment and work areas have been deep cleaned, closed off, and shut down for the winter. We continue to close the season out by finalizing the inventory in each department. End of season meetings have been set up with our top vendors to review sales for the season and discuss what changes need to take place for next season.

### **Staffing -**

Interviews for next season's supervisors will take place in November. A few employees from the 2014 season were given the opportunity to interview for supervisory positions for the 2015 Season. Once final decisions are made and supervisors are selected, they will be enrolled in the proper training classes.

### **Season Passes -**

Season Passes are currently being reviewed to see how we can give our Season Pass users more value. We are reviewing several plans offered by other parks to see what works best for both the guest experience and our bottom line. In 2015 our Season Pass holders will enjoy discounts on food at our Beachcomber Grill and other fun periodic discounts. These VIP's will avoid any lines and will also have the option of purchasing discounted refillable Souvenir Cups. We will also continue to offer our Early Bird Special for those that purchase their passes early.

### **Maintenance -**

The Water Park Advisory Committee recently walked the park and noted all items that need attention. Over the next few weeks we will look at getting estimates on each of these items and then look at how to prioritize them based on the budget. We will also update our five year plan and see if any of the previous quotes that we received need to be adjusted.

I will be attending classes at the World Water Park Convention again at the end of this month. This will give me the opportunity to share ideas with other water park professionals to see what is working best and to learn what new is happening in the industry. This will also allow me to be able to make contact with the various vendors that I work with on a periodic basis. Seeing these new products live rather than on a computer screen is very useful. All accumulated vendor information will be shared with the Water Park Advisory Committee.



**Chesapeake Beach Wastewater Treatment Plant Report**  
**Jon Castro, Superintendent**  
**October 16, 2014**

**Plant Operation:**

The ENR Upgrade Construction is progressing and keeping up to schedule for the completion date of June 10, 2016. Bearing Construction is working on the De-Nitrification Filters along with the new return pump station for the new clarifiers. The Three Oxidation Basins was completed and put on line on 9-17-14 with an entire upgrade in the basin equipment. The three Oxidation Basins will stabilize the process control at the plant and we should begin to see an improvement of the operation of the plant.

The new Wastewater Treatment Plant Trainee at the CBWWTP is Nicholas Maloy. His starting date was 9-29-14. We welcome Nicholas to the plant staff and training will begin at once. Jim Dickerson has recovered from his illness and will return to the plant to work on 10-13-14.

A progress meeting was held on 10-6-14 at the plant 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 and Town engineer Paul Woodburn were all in attendants.

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 one occasion since the last report. The last time it was put into operation was on 9-8-14.

The plant had no emergency alarms for this report period but plant staff has been working longer hours and different shifts to make adjustments to the plant operations and operate the solids handling equipment.

The Wastewater Treatment Plant had no spills to report for this October 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 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  
Community Development Director

October 16, 2014

## Special Events/Economic Development Report

**Fall Newsletter** – We are now accepting ideas and articles for the fall newsletter. All organizations and committees wishing to contribute should have their stories and photos to Barbara Dove Fink or Connie O'Dell by the last week of October.

### **South Side Walking Tour – Meeting Held on September 23, 2014**

The Chesapeake Beach History Committee prepared and submitted a grant application to the Southern Maryland Heritage Area Consortium requesting \$1,000 for artwork, layout and design for signage and brochures. The total cost of the project is \$7,670. The project, Phase I of the South Side Walking Tour was awarded the \$1,000 mini grant.

Mr. Clarence Schumaker, Daybreak Studios, 4022 15<sup>th</sup> Street was able to attend the meeting and offered his guidance on selecting photos to use on the signage. "Shoe" has now received the proposed language for the signs and the artwork and layout is in progress.

Ms. Joanie Kilmon, Twin Beaches Branch Library Manager will escort the library group "Calvert Conversations" on the first tour on May 14, 2015.

The work currently in progress is considered "Phase I" of a several phase project. "Phase I" will begin at the Railway Museum and end at Bayfront Park." "Phase II" will leave Bayfront and go back to the Railway Museum via another route (more along Route 261). The tour will make one big loop once the second phase is completed. Plans are then to begin mapping tour spots on the north side of Fishing Creek.

This project will take several years to complete and we welcome anyone who would like to join the committee. We meet informally about once every month or two.

### **Seeking Volunteers for Fall Events**

Special Events is looking for teenagers and adults to help with the 2014 seasonal events. They include the Halloween Family Fun Night on October 19 and the Holiday Lighting Ceremony on November 30.

### **Halloween Family Fun Night – October 19, 2014**

Plans are now underway for Halloween Family Fun Night at the CB Water Park. This year will be a full blown family fun night as opposed to a "Haunted Water Park". Marilyn VanWagner and I are working to create a fun, family friendly atmosphere for everyone to enjoy. The event will be held on October 19

from 6:30 until 8 PM. The theme is "Superheroes, Out of This World." The Water Park cave will be the center of attraction when it is transformed into the Enchanted Forest. It will be the home of fairytale princesses and even a Superhero or two!

The Twin Beach Players are looking for participants for a flash mob dance scene. They will be dancing to a wacky version of "Monster Mash". Mayor Wahl will be providing special lighting effects during the flash dance. The Players are also looking for folks to wear costumes during the event. For more info on the flash mob dance rehearsals and to sign up contact Vivian Petersen at [vivitar122@aol.com](mailto:vivitar122@aol.com). Look for more great surprises along the way as well as great music, a light show and games.

If you would like to help organize and decorate for the event or help with games and treats please contact Connie O'Dell at [codell@chesapeake-beach.md.us](mailto:codell@chesapeake-beach.md.us) or Marilyn VanWagner at [cbwaterpark@aol.com](mailto:cbwaterpark@aol.com). The decorating and preparation are now under way at the Water Park. We can always use an extra hand or two; just stop by on Saturday or Sunday during the day. I promise you will have fun; I am always good for a laugh or two.

### **Light Up the Town – November 30, 2014**

Join us on Sunday evening, November 30 at 6 PM for our annual lighting of the Chesapeake Beach Holiday Lights. Mayor Wahl will welcome Santa and Mrs. Claus. There will be special treats and entertainment for the children. Bring the family; it's the perfect way to end the Thanksgiving Weekend.

### **2015 Stars and Stripes Festival Committee Meetings**

The committee preparation for the 2015 event is now under way. The focus will be Korea, The Forgotten War. The focus for 2016, our 5<sup>th</sup> anniversary will be The Civil War. We are actively seeking volunteers for the Stars and Stripes Committee. To find out more about the diverse volunteer opportunities please email Stephanie Zanelotti at [steph9554@msn.com](mailto:steph9554@msn.com).

### **Fishing Creek Fall Clean Up**

We have added a fall clean up to the calendar this year and that will take place on October 25 from 10am until 1 pm. All volunteers are asked to meet at the Railway Trail Head. The Town of Chesapeake Beach will provide work gloves, trash pickers and trash bags. Stick around afterwards and have a slice of pizza!



MEMORANDUM

To: Mayor Bruce Wahl and Members of the Town Council  
From: Jeff LaBar, Chairman of the Planning Commission  
Re: Transmittal of Recommendations on Amendments to the Zoning Ordinance  
Date: October 7, 2014

---

On September 16, 2014, pursuant to its authority and responsibility under Section 290-31 of the Zoning Ordinance, the Planning Commission approved a set of amendments to the Zoning Ordinance and herewith transmits those amendments to you with our unanimous recommendation that they be made official through your adoption of them. The amendments would:

- Reduce the time it takes for an applicant to appear before the Board of Appeals.
- Allow single-family houses on small non-conforming lots to be rebuilt on their same footprints without obtaining a variance from the Board of Appeals, even when those footprints are located closer to the side front, or rear lots lines than current zoning standards require. (Essentially, this would exempt single-family houses from meeting strict setback standards if they are rebuilt on the same footprint and are no taller than the existing structure.)

The Planning Commission held work sessions on this topic through the Spring and Summer of 2014. We appreciate your thoughtful consideration and adoption of these amendments, which we believe will improve the practice and results of redevelopment in the Town.

The Planning Commission would also like to recommend that the Mayor and Town Council modify the current schedule of zoning application fees in the following ways:

- Reduce the application fee for a variance request from \$500.00 to \$250.00.
- Reduce the application fee to appeal a decision of the Zoning Administrator from \$1,000.00 to \$250.00.

The Planning Commission believes that reducing the fees as proposed will ensure that the fees do not unfairly discourage the use of the variance and appeals procedures that are provided for in the Zoning Ordinance.

Please know that I am available at your request to discuss the recommendations and answer any questions you may have.

## THREE AMENDMENTS TO THE ZONING ORDINANCE

In the Ordinance text that follows:

- Recommended new text is provided in **bold**
- Recommended text to be removed is shown as ~~strikethrough~~.

### 1. Amend Section 290-32(D) as follows:

*Purpose: Reduce the time it takes to get before the Board of Appeals for applicants needing a variance.*

#### Section 290-32

D. Receipt of applications, notice of hearings. Applicants for a special exception, variance, or appeal from alleged error of the Zoning Administrator or the Planning and Zoning Commission, acting in an administrative capacity, may be accepted at any time **and shall be scheduled for the earliest regularly scheduled Board meeting, or sooner if such meeting is called by the Chairman, following the 15-day period for public notification provided in subsection (1) below.** ~~Those applications received on or before the 15th of the month (the "cutoff date") shall be scheduled for a hearing at the regular Board of Appeals meeting date in the second month following the cutoff date, unless the Chairman of the Board of Appeals calls a special meeting on a particular application or applications. All~~ required elements of the application, including any required comment letters from other agencies (including the Critical Are Commission) must be submitted with the application for a hearing to be scheduled. Upon a hearing being scheduled, notice of the hearing shall be as follows:

(1) At least 15 days prior to the date fixed for public hearing, public notice containing the name of the applicant or appellant, the date, time and place fixed for the hearing, and a brief statement of the **application** ~~special exception sought by the applicant, or the error alleged by the applicant, or the variance or other question which is subject to appeal~~ **shall be advertised** in at least one newspaper of general circulation within the Town.

(2) Post in a conspicuous place on the property involved a notice of pending action containing the same information as in Subsection D(1) above, such posting to take place at least 15 days prior to the date fixed for the public hearing.

(3) Give written notice of the time and place of such hearing sent by registered mail to the applicant or appellant and to the owners of property contiguous to **and immediately across the street from** ~~or opposite~~ the property affected.

(4) ~~At least 30 days before the date of the hearing on an application~~ **Upon receipt of an application**, for a special exception, interpretation, or variance, the Secretary of the Board shall transmit a copy of said application to the Planning Commission, together with a notice of the aforesaid hearing

2. Add a subsection to 290-19(D) as follows:

*Purpose: Allow in-kind replacement of non-conforming single-family dwellings without the need to obtain a variance from the Board of Appeals.*

**290-19(D)**

**3. On any non-conforming lot within any district where single-family dwellings are permitted, a single family detached dwelling may be constructed as an in-kind replacement of an existing lawful single-family detached dwelling without regard to the setback standards of 290-19C provided the following conditions are satisfied:**

- a. **The application for construction of the new dwelling shall be submitted at the same time as the application for demolition of the existing dwelling.**
- b. **The replacement dwelling is located on the same footprint as the dwelling to be demolished or no closer at any point to any side, front, or rear property line than the existing dwelling.**
- c. **The height of the replacement dwelling shall be no greater than the dwelling to be demolished, except that only such additional height as may be required to adhere to the flood protection elevation as defined by the Town's Floodplain Management Ordinance is allowable up to but not exceeding the maximum building height required by 290-19C.**
- d. **Upon receipt of an application under the terms of this section, the Zoning Administrator shall notify in writing owners of property contiguous to and immediately across the street from the subject property. Such written notice shall provide such owners ten (10) days to submit written comments on the proposed plan prior to any decision on the application.**

3. Amend Section 290-28C(1) as follows:

*Purpose: Provide a cross-reference in the text of the Ordinance.*

**290-28C (1) Except as provided in Section 290-19D(3), a use of land or structure which does not conform to the regulations of Article III shall not be altered, reconstructed, extended, or enlarged except in accordance the following provisions...**



**Jeremy  
Kennell**

*Territory  
Manager*

W: (410) 984-3740

M: (888) 888-8888

**DITCH WITCH OF MARYLAND**

12975 Livestock Road // Sykesville, MD 21784

T: 410-442-1510 // F: 410-442-2393

Toll Free: 800-695-2702 // [www.ditchwitchofmd.com](http://www.ditchwitchofmd.com)

**INVOICE**

Invoice : E07000

Date: 9/15/14

Invoice to:  
Town of Chesapeake  
P.O. Box 400  
Chesapeake Beach, MD 20732

Ship To:  
Town of Chesapeake  
8200 Bayside Road  
Chesapeake Beach, MD 20732

<u>Description of Equipment:</u>	<u>Price</u>
1 (one) Ditch Witch, Model FX25 Fluid Excavator Unit S/N: CMWFX25XPD0000166 2013 Model Year, 3.1 hours Includes all standard equipment including: 500 gal. spoils tank, Water pump, 80 gal. water tank, 3' tiger hose, Vanguard Motor 31 hp.	\$32,645.12
1 (one) Ditch Witch, Model T9S Tandem Axle Trailer S/N: 1DSB122R6D1701344	\$ 9,994.14
Trade – In: 1 (one) Ditch Witch , Model FX20 Fluid Excavator Unit	\$ 7,378.26-
Maryland Non-Taxable (Need Tax Exempt Certificate)	\$ 0.00
<b>TOTAL</b>	<b>\$35,261.00</b>

Terms: Due Upon Receipt

# DITCH WITCH OF VIRGINIA

968 PROVIDENCE ROAD  
CHESAPEAKE, VA 23325-4203  
Phone 757-424-5960  
Fax 757-424-0109

Town of Chesapeake  
PO Box 400  
Chesapeake Beach, MD 20732  
Jayberry@chesapeake-beach.com

**Quote:** 50085252  
**Ext. Ref.:**  
**Description:**  
**Date:** 08/25/2014  
**Salesperson:** Robbie Royster  
**Mobile Phone:** 757-576-8833  
**Email:** rroyster@ditchwitchva.com

## Price Quote

Quote valid for: 30 days, until 09/24/2014

### FX25 Vac System

The FX25 Vacuum Excavation System is a low cost, low maintenance vac system that can perform a wide range of cleanup and soft excavation tasks. The basic unit includes the following: Briggs and Stratton Vanguard 31 hp (gross) air-cooled gasoline engine, open power pack design, and hydraulic door.

<u>Qty</u>	<u>Part Number</u>	<u>Description</u>
1	FX25	FX25 Vac System
1	FX25-6	FX25 Standard: 500gal spoil, 80gal water
1	153-954	REDUCER 4 1/2 FHCM-3 1/2 FHCF
1	310-893	3" SUCTION TOOL
1	318-652	3" SUCTION HOSE-50'-M/F
1	T9S	T9S Tandem Axle Trailer
1	025-020	T9S VAC TRAILER

Equipment Subtotal \$ 43,918.44

Subtotal Before Tax \$ 43,918.44

Total Tax \$ 0.00

Total Amount \$ 43,918.44  
U.S. Dollars

**Ditch Witch of Roanoke Inc.**

2355 West Main St.  
PO Box 280  
Salem VA 24153  
Phone (540)-387-0429

Town of Chesapeake  
PO Box 400  
Chesapeake Beach, MD 20732

**Quote #: 082614-1**

**August 26, 2014**

**Salesperson: Todd Smith**

**Mobile 540-520-2678**

**Email [tsmith@ditchwitchroa.com](mailto:tsmith@ditchwitchroa.com)**

**Price Quote**

---

**Ditch Witch Model FX25  
Vacuum Excavation System**

The FX25 Vacuum Excavation System is a low cost, low maintenance vacuum system that can perform a wide range of cleanup and soft excavation tasks. The basic unit includes the following: Briggs and Stratton Vanguard 31 hp (gross) air-cooled gasoline engine, open power pack design, and hydraulic door.

**Configuration**

<u>Qty</u>	<u>Description</u>
1	FX25 Vacuum System
1	FX25 Standard: 500gal spoil, 80gal water
1	REDUCER 4 1/2 FHCM-3 1/2 FHCF
1	3" SUCTION TOOL
1	3" SUCTION HOSE-50'-M/F
1	T9S Tandem Axle Trailer
1	T9S VAC TRAILER

Total sales price less taxes **\$44,345.00**

Pricing honored for 30 days

---



PLANNING & ZONING MEMORANDUM

To: Mayor and Town Council  
From: Christopher Jakubiak, AICP,  
Planning and Zoning Administrator  
Date: October 13, 2014  
Re: Report

---

The **Planning Commission** did not meet in October.

At its November meeting, it will be prepared to complete its review of the amendments to the Critical Area sections of the Zoning Ordinance and take up any development applications that may be received by then.

The **Board of Appeals** is not scheduled to meet in October.