



**Revised
February 26, 2008
WORK SESSION
MAYOR AND CITY COUNCIL
TOWN OF OCEAN CITY**

In attendance: Mayor Rick Meehan, Council President Joe Mitrecic, Council Secretary Nancy Howard, Council Members Jim Hall, Jay Hancock, Mary Knight and Margaret Pillas, City Solicitor Guy Ayres, City Manager Dennis Dare, Assistant to City Manager Kathy Mathias, City Engineer Terry McGean, Environmental Engineer Gail Blazer, General Services Director Joe Sobczak, Public Works Director Hal Adkins, Public Works Construction Superintendent Dean Dashiell, Public Works Maintenance Assistant Superintendent John Van Fossen, City Clerk Carol Jacobs, Deputy City Clerk Kelly Allmond, Members of the Press and Interested Parties. Council Member Lloyd Martin was absent.

Council President Joe Mitrecic called this work session to order at 12:00 noon; then, **Council Member Jim Hall moved to convene into closed session to discuss legal and contractual matters; seconded by Council Member Mary Knight. The vote was 4-0 with Council Members Hancock, Howard and Martin absent.**

The Open Session reconvened at 1:19 p.m..

1. Council President Joe Mitrecic reported that this closed session was held at noon to consult with counsel to obtain legal advice; and, to discuss a matter directly related to a negotiation strategy or the contents of a bid or proposal if public discussion or disclosure adversely impacts the public body's ability to competitively bid or make proposals. Persons present were: Mayor Rick Meehan, Council President Joe Mitrecic, Council Secretary Nancy Howard, Council Members Jim Hall, Jay Hancock, Mary Knight and Margaret Pillas, City Solicitor Guy Ayres, City Manager Dennis Dare, Assistant to City Manager Kathy Mathias and Attorney Steven Silvestri of Miles and Stockbridge.

Mayor Meehan acknowledged the passing of Citizen and Business Owner "Bo" Ruggerio. In addition, he sent best wishes to Bev Townsend who is the Secretary for the Town's Drug and Alcohol Awareness Committee.

2. In accordance with the Town's Employee Recognition Program, Public Works Maintenance Assistant Superintendent John Van Fossen introduced Public Works Maintenance Employees Ben Brandenburg and Michael Bishop.

3. Bid openings:

**A. Dodge Caravan
(FY08 Budget Allocation = \$24,000.00)**

City Manager Dare advised that Staff inadvertently opened the envelope of one bid because it was not marked as "Bid". **Council Member Margaret Pillas moved to accept the bid; seconded by Council Member Jay Hancock. The vote was 6-0 with Council Member Lloyd Martin absent.**

Vendor	Bid
Wright Chrysler Jeep Dodge, Lewes, DE	\$24,010.00
Barrett Chevrolet, Berlin, MD	\$24,074.00
Fred Frederick Chrysler, Easton, MD	\$24,204.00
Hertrich Fleet Services, Milford, DE	\$23,609.00
Green Gifford, Norfolk, VA	\$24,281.00

Council Member Jim Hall moved to acknowledge the apparent low bid from Hertrich Fleet Services with remand to Staff for review; seconded by Council Member Mary Knight. The vote was 6-0 with Council Member Lloyd Martin absent.

**B. Dodge Sprinter
(FY08 Budget Allocation = \$32,000.00)**

Vendor	Bid
Green Gifford, Norfolk VA	\$32,891.00
Spirit Chrysler Dodge Jeep, Swedesboro, NJ	\$34,283.00

Council Member Jim Hall moved to acknowledge the apparent low bid from Green Gifford Chrysler Dodge with remand to Staff for review; seconded by Council Member Mary Knight. The vote was 6-0 with Council Member Lloyd Martin absent.

4. General Services Director Joe Sobczak made a recommendation to contract with **Bel Air Auto Auction**, from May 2008 through April 2011, as auctioneers for the Town's spring and fall auctions. **Council Member Jim Hall moved to award the Auctioneer Services Contract to Bel Air Auto Auction; seconded by Council Member Margaret Pillas. The vote was 6-0 with Council Member Lloyd Martin absent.**

5. City Engineer Terry McGean requested approval for a Change Order for repair work on the Convention Center Canopy over the Visitor Center Entrance. Mr. McGean advised that the Stadium Authority approved the use of \$37,000 from the Convention Center's Capital Reserve Account to make the repairs. **Council Member Jim Hall moved to accept the City Engineer's recommendation to replace the structural steel underneath the Convention Center Canopy over the Visitor Center; seconded by Council Secretary Nancy Howard. The vote was 6-0 with Council Member Lloyd Martin absent.**
6. Environmental Engineer Gail Blazer requested approval to transfer \$10,000 from the Storm Water Mitigation and Critical Area Mitigation Funds to contribute to the Storm Water Management Retrofit Cost-Share Program. Mrs. Blazer advised that participation in this program (which encourages property owners to install storm water drainage systems conducive to water quality and drainage-see Attachment A) complies with the Maryland Comprehensive Conservation Management Plan. **Council Secretary Nancy Howard moved to approve the concept of contributing to the Storm Water Management Retrofit Cost Share Program and asked that Mrs. Blazer return with a more-defined program; seconded by Council Member Jay Hancock. The vote was 5-1 with Council President Joe Mitrecic opposed and Council Member Lloyd Martin absent.**

Council Secretary Nancy Howard moved to bring back a recommendation to incorporate landscaping requirements to the parking lot re-paving permits; seconded by Council Member Jim Hall. The vote was unanimous.

7. Public Works Director Hal Adkins and Public Works Construction Superintendent Dean Dashiell requested approval to revise the Town's Snow Removal Policy to: (1) clarify the State and Local Government's role in snow removal; (2) address clearing snow from side streets intersecting with Coastal Highway, bus lanes and sidewalks; (3) to clarify the "first pass" plowing intent; (4) address bulk snow storage and overboard snow disposal; (5) reprioritize the locations of snow clearing efforts. **Council Member Jim Hall moved to approve the revisions as presented; seconded by Council Secretary Nancy Howard. The vote was 6-0 with Council Member Lloyd Martin absent.**

Public Works Director Hal Adkins advised that Public Works Construction Superintendent Dean Dashiell attended a Route 50 Bridget pre-construction meeting with the State Highway Administration and learned that, from Tuesday, March 4, 2008 through mid-May, the bridge's eastbound lanes will be closed for milling and resurfacing. The Mayor asked that SHA District Engineers Donnie Drewer and/or Gene Coffiell appear to brief the Council on the project's progress.

8. City Clerk Carol Jacobs presented a request from John Robinson, to withdraw his bid for the 11th Street Beach Parcel and refund his 20% deposit. She recommended awarding the Parcel to the second highest bidder, Patrick McLaughlin. Council Member Jim Hall made a recommendation (and so moved) to accept Mr. Robinson's bid, and allow him to continue with the Beach Equipment rental process, or be subjected to debarment. Council President Joe Mitrecic restated the motion as: **Council Member Jim Hall "moved to deny the request to withdraw the bid"; seconded by Council Member Mary Knight. The vote was 6-0 with Council Member Lloyd Martin absent.** Council President Joe Mitrecic clarified that Mr. Robinson can still withdraw his bid but will not be refunded the deposit and will be subject to debarment; or, as Council Member Hall stated, he can proceed with the beach equipment rental business or be subject to debarment.

Modified for
clarification
on 3/10/08

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9. Assistant to City Manager Kathy Mathias advised that the St. Luke's Organization wishes to be added to the Springfest and Sunfest Beer Truck Rotation List for the Caroline Street Pad. She advised that, currently, there are fourteen 501 (c) Organizations on the list for rotation. **Council Secretary Nancy Howard moved to cap the list to fourteen organizations, and, retain St. Luke's as successor to a withdrawing organization; seconded by Council Member Jim Hall. The vote was 6-0 with Council Member Lloyd Martin absent.**
10. Council Member Margaret Pillas reported on the Tourism Commission Meeting of February 7, 2008 (See Attachment B).
11. Council Member Jim Hall reported on the Recreation and Parks Committee Meeting of January 15, 2008 (See Attachment C).
12. Council Member Jay Hancock reported on the Coastal Resources Legislative Committee Meeting of February 4, 2008 (See Attachment D). Council Member Mary Knight encouraged all businesses to place ashtrays outside their establishments to reduce the flow of cigarette butts into coastal waters. Council President Joe Mitrecic suggested that the Town consider installing ashtrays on the Boardwalk.

Council Member Jim Hall moved to adjourn at 2:54 p.m.; seconded by Council Secretary Nancy Howard. The vote was unanimous.

Attachment A

Stormwater Management Retrofit Cost Share

Program Justification:

Maryland Comprehensive Conservation Management Plan (CCMP) outlines action partners are to partake in to helping improve Water Quality. One goal of the plan is to “Decreasing Nutrient Input From Stormwater Runoff” (WQ 2.2). The Challenge is to improve stormwater quality from existing development by installing new and improved best management practices. The solution is to retrofit stormwater management devices in existing developments. Actions outlines are as followed:

- Review all development properties to identify those that need retrofitting.
- Investigate cost-effective and innovative stormwater treatment systems.
- Work with owners of identified properties to add stormwater management devices or retrofit existing ones.

Expected benefits of this would be to reduce flood damage to private property, enhance real estate values and improve water quality in the town’s canals and adjacent waterways and ultimately will improve fishing, crabbing and active use of the waters.

Types of Projects

The Town of Ocean City has developed the following retrofit cost share program to help upgrade those properties that want to install the stormwater management measures in an effort to reduce flooding and provide water quality treatment. Development projects that were built prior to January 1, 1985 were not subject to stormwater management measures thus would benefit greatly from installing a retrofit project. The following conditions must be met to qualify for the cost share program:

- Original structures of the project must have been built prior to January 1, 1985
- Proposed retrofit projects must be one of the following:
 - Bioretention
 - Infiltration
 - Reduction of impervious surface.
 - New Landscaping in excess of the requirements for repaving projects
 - Other measures approved by the Department
- Must provide measurable results for water quality
- Projects must obtain all required permits including the stormwater permit from the Town of Ocean City

Cost Share Program:

The cost share program will partially fund qualifying projects listed above to help treat stormwater for water quality and flood reduction. Complete construction drawings, site plan with stormwater computations must be submitted to obtain a stormwater permit and apply for the cost share program.

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The cost estimate will also be needed to justify the 1 to 1 monetary match. The match will be dollar for dollar up to \$5,000 maximum. Funds will be transferred from the associated accounts when project completed and a final report/reimbursement form completed.

Projects need to submit the application form with the construction drawings and back up data

Budget

This first year the proposed budget will be \$10,000 and transferred from Stormwater/Critical Area Mitigation Funds. The first year we will have two projects up to \$5,000 each or combination of a number of projects to equal \$10,000. Projects that meet the above criteria will be accepted first come first serve.

Dollar for Dollar match up to \$5,000 total Grant. Funds will be sent to you as reimbursement of cost paid once a final report and budget reimbursement has been submitted.

It is hoped that in future years matching funds from other revenue/grant sources to help pay supplement these funds. Future projects are contingent on obtaining the mitigation revenue and/or future match from State or Federal Agencies.

Official Use Only Received - Date: _____ Time: _____

Town of Ocean City
Stormwater Management Retrofit
2008 Mini-Grant Application
Water Quality and Flood Control

Date: _____

Project location/address: _____

Tax Map _____ Parcel _____ Lot _____ Block _____

Year Built _____ (must be before January 1, 1985)

Property Owner or Condo Association Name: _____

Applicant or Contact Person: _____

Mailing Address: Street _____

City, State, Zip _____

Contact Phone Number: (H) _____ (C) _____

*Email Address: _____

***Highly recommended (Please print clearly)**

Description: **Stormwater Management Retrofit Program**

Type of BMP: _____ (See list of approved BMP's)

Attach:

- Complete construction drawings and site plan for retrofit project
- Stormwater Management computations and pollutant removal worksheet,
 - 10% rule Worksheet
 - Storage computation
 - Drainage area delineation
 - Construction detail of BMP
 - Maintenance Agreement
 - Sequence of Construction

Budget:

- Estimated costs for entire project
- Cost share \$1 for \$1 up to \$5,000

Schedule: Final Report Due 30 after construction completion. Project must be completed and reimbursement request submitted with the FY 2008:

(Summary of work and photographs)

I/We hereby acknowledge should I/we receive this grant I/we are responsible for installation and maintenance of the retrofit project and the Town of Ocean City is in no way responsible to assist in maintenance.

Authorized Signature

Date

Property owner/Property Association President/Management Company

Attachment B

OCEAN CITY TOURISM COMMISSION MEETING

FEBRUARY 7, 2008 – 3:00 PM

ROLAND E POWELL CONVENTION CENTER

ROOM 214

CALL TO ORDER

Margaret Pillas called the meeting to order. Members present included: Margaret Pillas, Melanie Pursel, Susan Jones, Mayor Meehan, Mary Knight, Dr. Berger and Joe Mitrecic. Staff present included: Donna Abbott, Tom Shuster, Deb Travers, Dennis Dare, Bill Funkhouser and Mike Noah. Guests present included: Lisa Challenger representing Worcester County Tourism, Ruth Waters representing the OC Chamber of Commerce, AnneMarie Dickerson representing OC Hotel-Motel-Restaurant Association, Christine Cullen representing Ocean City Today, Ali Baker representing The Dispatch, Laura D'Alessandro representing Worcester County Times, Ann Hillyer representing oceancity.com, Emmett McGovern representing Full City Media, John Gehrig representing D3 Corp, Peck Miller representing the Performing Arts Center and Jim Rapp representing Delmarva Low Impact Tourism Experiences.

APPROVAL OF MINUTES

Motion by Susan Jones, Seconded by Mary Knight to approve the minutes dated January 3, 2008 as submitted. The vote was unanimous.

PRESENTATION ON TOWN'S WEBSITE (ococean.com)

Bill Funkhouser (Town's IT Department) and Deb Travers gave a presentation and update on the Town's website (www.ococean.com). The website is constantly being updated and upgraded to be more user friendly and interactive. Deb stated the web cams are most popular and the website is an excellent marketing tool for the Town. Deb reported a virtual visit (DVD produced by ComCast) would soon be added to the website.

REVIEW OF RESERVATION SYSTEMS

Mike Noah stated as a service to the Town's potential visitors hotel reservations can be made via the Town's website (ococean.com) and several reservation systems are available. Three Reservation system reviews were presented (Ann Hillyer representing oceancity.com and ReZEz, Emmett McGovern representing Full City Media and John Gehrig representing D3 Corporation.)

PRESENTATION ON PERFORMING ARTS CENTER

Peck Miller presented preliminary plans for a performing arts center located in Ocean City at 40th Street and Coastal Highway. Peck stated the need for several performing arts centers of various sizes throughout Worcester County. The preliminary plans for the five story building include seating for 1,500 to 1,800 patrons, parking for 560, transit bus drop off/pick up, large lobby area, gallery space and reception area. Mike Noah suggested the Tourism Commission view the results of the convention center expansion study when it becomes available before exploring the performing arts center concept.

PRESENTATION ON DELMARVA LOW IMPACT TOURISM EXPERIENCES

Work Session, dated February 26, 2008 continued...

(DLITE)

Jim Rapp, director of DLITE, gave an overview of the organization founded by Buddy Jenkins. DLITE is an organization promoting the resources we have (nature, water, birds, insects) and would like the peninsula to become the destination for the eco-minded traveler. DLITE would be developing a "water chill" program using the City's property on Lewis Road (easy access to Ayres Creek) to create a soft landing for kayak and canoe enthusiasts.

UPDATES

OC Chamber of Commerce: Written report submitted.

EDC (Economic Development Council): Written report submitted.

OC Hotel-Motel-Restaurant Association: Written report submitted.

Worcester County Tourism: Written report submitted.

ADJOURNMENT

Motion by Joe Mitrecic, Seconded by Mary Knight to adjourn the meeting. The vote was unanimous. Future meetings dates: March 13, 2008 and April 17, 2008.

lm

Attachment C

Town of Ocean City
Recreation & Parks Committee

January 15, 2008

1. Call to Order: The meeting was called to order at 9:35 AM at Northside Park. Present were Jim Hall, Lloyd Martin, Joe Mitrecic, Susan Petito, John Sullivan and Tom Shuster.

Also present was Ali Baker of the Maryland Coast Dispatch.

2. Approval of Minutes: The minutes of December 11, 2007 were approved as presented.

3. Surfing Beaches: Tom Shuster presented the Rotating Beach schedule for 2008. The Committee approved the schedule.

Tom Shuster presented Captain Butch Arbin's recommendation for the continuation of the Inlet Surfing Beach for 2008. The recommendation was approved by the Committee.

4. Winterfest Report: Tom Shuster presented the Winterfest of Lights Report for 2007/2008. Tom noted that 86,844 passengers rode the Winterfest train. Total revenue collected to date was \$368,659.54.

5. Ocean City Dog Playground: Tom Shuster reported that the Dog Playground opened on December 3, 2007. Tom noted that 42 passes have been sold to date.

The Committee commended the staff on the project and recommended that a ribbon cutting ceremony be planned for the spring on a morning before a Council Work Session. Tom Shuster will follow up and schedule the ribbon cutting.

6. Other Business: Tom Shuster reported on the letter received from Mr. Charles Allen of Raffles Condominium complaining about the noise of the bands from the Winterfest entertainment stage. John Sullivan outlined the current configuration of the tent and the location of the stage. Sully also reviewed the recommendations of Mr. Allen and concluded that for equipment, safety and operations considerations the recommendations to move the tent are not practical. Sully also noted that the stage cannot be changed to a new location without disrupting pedestrian flow and convenience in the tent.

The Committee agreed that the stage should remain in its current location but that a means of moderating the sound with the use of an acoustic shell behind the stage should be considered. Sully will also not rehire the groups that were objectionable to Mr. Allen.

The meeting adjourned at 10:18 AM.

**Coastal Resources Legislative Committee
Minutes February 5, 2008**

Attendees: Jay Hancock – City Council
Gail Blazer, Engineering
Terry McGean, Engineering
Mary Knight – City Council
Shelly Dawson - Surfriders

Call To Order

Meeting called to order at 3:05

Environmental Legislative Issues – Gail Blazer

Our last meeting with the Critical Area Commission was in January, where we presented a PowerPoint show in relationship to an Ariel view. We intend to go to another meeting with our changes to the City Code. Buffer is a sticky issue; there is nothing in our code as to what we can or cannot do with, swimming pools, decks in the setback, etc. Gail will be writing some changes for approval by the Council. We need for the Critical Area Commission to be very clear on what it is that they want, before we make any changes.

The Stormwater Ordinance is being revised at the State and Chapter 5 of the Stormwater Design Manual is also being revised. They are focusing on Environmentally Sensitive Design. Also being looked at are changes to the Zoning/Building Codes that prohibit the use of ESD techniques. We will have to adopt the new ordinance some time this year and we will be bringing it to the Council for review this summer.

The current legislative session a bill is going to be introducing to change the current Critical Area law. We need to review this legislation for impacts to the Town. Our code will need to be changed once this legislation is approved.

TMDL for Assawoman Bay is being developed at the State level and the County is working on getting them the information. We have been included in the process. We should be aware of any impact this process will have on the Town. Our storm drain outfalls will need attention if we are assigned a load allocation and documentation will be needed of the Stormwater

Stormwater Management Retrofit Cost Share – Gail Blazer

Would like to present to the Council to use some of the Mitigation funds for cost sharing for non commercial properties that are willing to do retrofitting using pervious pavers. There is a pilot project at the Irene now. Would like to offer to pay a portion of those willing to do this. We would set up a program on a first come first serve basis and try and do a few projects a year as funds become available.

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Chesapeake Bay 2010 Trust Fund, SB 213

In reference to the letter from Coastal Bays to Senator Gladden, Gail and Jesse would like to put together a letter as well in defense of Dave Wilson's letter and have Mayor Meehan sign it. Will be going to the Work session next week for a vote. 2/12

Miscellaneous Issues –

Mary Knight wants to try and revive the personal ashtray for business to give to customers who are outside smoking due to the smoking ban. She was going to the HMRA and ask to support a campaign to keep the cigarette butts out of our storm drains and Coastal Bays. Shelly from the SurfRiders has a number of these and can give a few for an example. Mary to let us know the response from HMRA and determine if we may be able to coordinate a campaign where the businesses pitch in and help pay for the product.

Shelly and the SurfRiders are spearheading a campaign to get the State of Maryland on board with the plastic bottle deposit. Plastic bottles are becoming a serious trash problem in our environment and landfills. In addition the cost of transportation and production is adding to the carbon footprint.

Next Meeting

April 8, 2008 - 3:00 pm

cc: Maryland Coastal Bays
Kathy Mathias