



TOWN OF HIGHLAND BEACH

(INCORPORATED 1922)

3243 WALNUT DRIVE

Highland Beach, Maryland 21403

Telephone (443) 837-5184

MAYOR

Crystal Chissell

COMMISSIONER

Michele Fuller

G. William Hunter

Sheila Jeanne Murchison

Linda Holmes Newton

TREASURER

Ronald L. Stokes, Sr.

Board of Commissioners' Meeting

Date: January 20, 2024

Attendees: Mayor Chissell and Commissioners Fuller, Hunter, Murchison, and Newton. The meeting was called to order at 10:06 a.m.

Agenda Review:

The agenda was reviewed and additions were made by the commissioners.

Citizens' Input

The floor was opened for comments from citizens.

Journal Review and Approval:

Commissioner Fuller moved for the approval of the journal from the December 2023 Board of Commissioners' meeting. The motion was seconded by Commissioner Murchinson and it was unanimously approved.

Treasurer Report Review and Approval:

Commissioner Newton moved to approve the Treasurer's Report as presented by the Treasurer. The motion was seconded by Commissioner Murchinson and it was approved unanimously.

Mayor's Report

Mayor Chissell presented a State of the Town report.

Mayor Chissell reported that Lisa Miller Scott is no longer serving as Town Manager and thanked Ms. Scott for her service to the town. The position will remain vacant for the time being. Mayor Chissell the town currently needs someone to serve in the position of Town Clerk as described in the Charter.

Commissioner's Reports

Public Works – Commissioner Newton:

Sand removal - The significant storm that we experienced on January 9th moved sand about a foot deep from the beach to Wayman Avenue between Douglass Avenue and the pier. We did not rush to have it removed because a second storm was forecast for this week. Luckily,

that storm was minor. We went through a competitive bid process for the job and Marvin's Landscaping was selected to move the sand from the road and the basketball court and distribute it in the area around the playground and swing equipment. The sand will be moved the week of January 22nd.

Landscaping contract: Commissioner Newton will be seeking bids for landscaping services within the next few weeks. Interested landscaping companies are invited to contact Commissioner Newton as soon as possible.

Flooding at Wayman Avenue and Bay Avenue: Anne Arundel County Department of Public Works and Heidler, Inc, a private contractor, have been out to assess the situation. We are currently in the process of clarifying who is responsible for that particular storm drainage pipe. This is a priority issue for the town.

Bruce Avenue Pier: One contractor come out to look at the Bruce Avenue pier and we are currently waiting for a ballpark cost estimate so that we can determine how to manage the expense of rebuilding the pier.

Bid Requirement: Commissioner Newton recommended that the Board of Commissioners follow a policy of requiring multiple bids or estimates for contracts for services over \$5,000.

Old Business:

Mayor Chissell provided an update of the Shoreline Erosion Project and the partnership with the Chesapeake Bay Foundation and the adjacent neighborhoods including Bay Highlands, Venice Beach and Oyster Harbor.

New Business:

None was discussed.

Citizens' Input:

The meeting was opened again to citizens' input.

Next meeting date and adjourn:

The next meeting is scheduled for February 17, 2024, at 10 a.m. (virtual, via zoom only).

Commissioner Hunter moved to adjourn the meeting. The motion was seconded by Commissioner Newton and approved unanimously.

Respectfully submitted,
Crystal Chissell
Mayor