

**Regular Meeting
Town of Preston
February 2, 2009**

The regular meeting was called to order by Commissioner Ellery Adams at 7:00 p.m. Also present were Commissioners Bill Mills and Robert Stacey, and Mimi Willis.

Attendance: Gary Waltemeyer, Bill Willis, Dawn Dickinson, Harold Moxley, Abby Schmidt of the Times Record, Chief Robert Reed and Mr. Palmer.

Ellery stated with sadness that Robert Newcomb passed away January 25th rather suddenly. He and Mrs. Newcomb have been valuable assets during the years and were always willing to jump in and help.

The minutes of the previous meeting were approved unanimously.

Police Report: Chief Reed reported that in the month of January he had:

13 calls for service

24 warnings were issued

3 citations were issued

2 assists; one with Caroline County Sheriff's Office out of town, one with Preston Fire Co. in town

He was involved in a chase with the theft of a lawn mower from Bell Creek that was on a rollback. The truck was stolen out of Delaware and the guys got away on foot.

The sign is at the west end of town and it is plugged in but the light bulb is burned out.

Public Works Report: Robert Stacey read the Public Works report. Dale reported he:

- continued working on the heating systems of all of the Town's buildings.
- shut the heat off in the archive building and put a heat lamp on the one water outlet in the room, to save electricity. Also, he put thermometers in each room to monitor the temperatures easier.
- shut down one of our aerators at the lagoon due to ice.
- took down all of the Christmas decorations on Main St.
- installed a new outlet at the office in the shop to hook up a phone charger.
- installed electrical outlets at both welcome signs.
- used the jetter and ran 250' on Division St.
- cleaned and raked leaves and trash at 100 Maple Ave. and removed some branches at the east end of town.
- put new batteries in the backhoe.
- installed salt spreader and spread salt throughout Town for our first snow of the year.
- have been working on sanding and painting our jetter.
- is making information cards on all of the water and sewer services in town

Robert said Dale Whitley is currently out with a hip replacement and Mimi said he has come in and worked on paper work already.

Ellery asked Mimi if she had a report and she reported that she talked to L.G.I.T. about the tornado from eight months ago and we are wrapping everything up and will receive our final check.

Unfinished Business: Ellery said:

- he has new surveyor's drawings for the new town building.
- He also said 3 bids were received on the Fooks Ave. ditch and one needs to be selected. Mimi said one was submitted by a somewhat unknown company. Mr. Whitley did get several recommendations and he called every one of them and he feels very strongly that Jack Mills is definitely qualified and has been in business for 10 years. He has done wetlands preservation, drainage, driveway, fill work and landscaping. Dale was told that he does exceptional work, is first class, careful and everyone was pleased to do business with him. He is licensed and insured in Maryland and Delaware. One bid from Breeding for \$17,577.; one from Jack Mills for \$13,475.; one from East Coast Excavating for \$15,700.; and one from CUI for \$39,500. Robert Stacey made a motion to accept the bid from Jack Mills, seconded by Bill Mills, unanimously approved.
- Bill Mills suggested anyone living on Fooks Ave. or affected by this work be sent a letter letting them know this construction will be coming up.
- Ellery advised that signs will be going up in front of 100 Noble Ave. for Nationwide Insurance.
- The Town has completed the transaction for a \$50,000. C.D. in Provident State Bank for 13 months.

- Bill Mills reported on Maryland State Retirement deductions for part time employees. He said to keep paying until we find out differently from them.
- We received an extension on our audit to March 1, 2009.
- Mimi was asked that a study be done for the cost of reading the meters. Mimi said she talked to Dale and Chris and they said it takes two men five days each to read the meters in town, on average. This breaks down to \$4,680. a year in time. If we purchase 100 new meters a year, it would cost about \$14,000. for the meter and wand for three years. Mimi told Dale we could look into hiring some part time help for him to have them installed. Mimi said we have 318 meters. Ellery said he thinks you need to figure 2 hours per man per meter for labor, in addition to the cost of the meter. Ellery suggested talking to Dale more to get a more exact cost.
- Our highway funds have been cut by \$10,000. this year.

New Business: The bills for January were unanimously approved to be paid, including 2 bills for gas for the Police Dept. and Public Works. Ellery questioned the Internet service bill. Mimi said we received it *gratis* as long as the Police Dept. was in the Town office. When it moved, the Town was then billed \$60.00 per month. The Police Dept. is still free.

- Ellery said a request for donation was received from the Pop Warner Football and Cheerleading group. Robert Stacey made a motion to donate \$50.00, seconded by Bill Mills, unanimously carried.
- Mimi thanked all for completing the “relationship questionnaire” from our auditor.
- Mimi said she received a letter today from M.D.E. stating they have turned over the responsibility of the capacity reports to the M.D.E. part of the County Health Dept. and they said our report was to have been turned in January 1st, which no one told us about and she will be completing it tomorrow.
- Because Mike Blanchfield was not present, Bill Mills said Planning and Zoning went over the requirements for the skateboard park with him.
- Ellery asked Mimi to call the contractor for the new building to see if we can get him going and see if there is anything we can do to help. Bill Mills suggested Dale check into finding someone to do the grading.

Ellery then stated a closed meeting must be held due to personnel issues, under OMA 10.580a part 1. Bill Mills made a motion to go into closed session, seconded by Robert Stacey, unanimously approved.

The Commissioners went back into open session at 7:50 p.m. They reported that no decisions were made.

Meeting was adjourned at 7:51 p.m.

Respectfully submitted,

Fran Johnson

On January 5, 2009 at 8:06 p.m. a motion was made to go into a closed meeting under OMA Article 10-508 (a) section (1)(i) and (ii). Present were Commissioners Adams, Stacey and Mills, Mimi Willis, Fran Johnson, Chief Reed and Town Attorney Walter Palmer. No decisions were made and the closed meeting was adjourned at 8:55 p.m.

On January 26, 2009 at 6:30 p.m. a motion was made to go into a closed meeting under OMA Article 10-508 (a) section (1)(i) and (ii). Present were Commissioners Adams, Stacey and Mills, and Mimi Willis. No decisions were made and the closed meeting was adjourned at 6:55 p.m.

On February 2, 2009 at 7:28 p.m. a motion was made to go into a closed meeting under OMA Article 10-508 (a) section (1)(i) and (ii). Present were Commissioners Adams, Stacey and Mills, Mimi Willis, Chief Reed and Town Attorney Walter Palmer. No decisions were made and the closed meeting was adjourned at 7:49 p.m.