

**Regular Meeting
Town of Preston
February 1, 2010**

The regular meeting was called to order by Commissioner Gary Waltemeyer at 7:00 p.m. Also present were Commissioner Shane Dickinson, Commissioner Bill Willis, and Mimi Willis.

Attendance: Kathleen Barry, Dawn and Austin Dickinson, Harold Moxley, and Attorney Walter Palmer.

The minutes of the previous meeting were approved by a motion made, seconded and unanimously carried.

Police Dept. Report: Because Chief Trise was not present, Commissioner Waltemeyer gave his report for January, 2010 including:

- 11 Traffic stops
- 23 calls for service
- 1 K-9 Deployment
- 16 hrs weekend business surveillance
- 24 training hours
- 36 crossing guard hours
- 1 criminal summons service
- 100 hours open business checks
- Joint Drug investigation with MSP – 2 arrests CDS

Public Works Report: Commissioner Dickinson read the Public Works report submitted by Dale Whitley, who said he:

- discharged a lot of wastewater because the infiltration was more than the lagoons could handle, however, no raw sewage was spilled
- took down the Christmas decorations
- installed a new chlorine line to the contact chamber at the sewer plant
- repaired a small chlorine leak at the sewer plant
- cleaned a sewer blockage at Noble Ave.
- cleared a blockage in the discharge line at the sewer plant
- replaced the flags at Town Hall and one of the brackets that holds them
- repaired water main leak at 102 Fooks Ave.
- removed a mixer motor from the de-chlorination tank at the sewer plant because it became submerged
- Bill said they helped move 2 nice pin oaks from his yard to the park

Administrative Report: Mimi gave her report as follows:

- Management Letter and audit finished and mailed January 30, 2010. The audit firm would like to meet with Commissioners at the February 22nd work session and brief us on the completed audit.
- processed bills for payment
- calculated and mailed corporate tax bills
- completed work on grant application for HVAC on new building and mailed
- processed accounts receivable
- sent out completed State Retirement annual report
- worked with Public Works and MDE, regarding the spillage from excessive rain and snow. Still working with getting a meeting set up with Town and MDE
- found memo on growth element resource and need to read, amend if needed, and have two public hearings.
- Davis, Bowen and Friedel are still working on the water resource element
- have called Fire Marshall Ken Bush 1/25, 1/28 & 2/1 with no response, regarding new building plans. Bill volunteered to call him and try to determine what is going on.
- working on setting up meeting between SHA and Commissioners and all interested parties regarding school crossing. Shooting for March 1. Ellery is checking on availability of the Lions Club.
- spoke with M.D.P. regarding Planning and Zoning member requirement. Small towns are required to complete the reading of the new requirements and take small exam. I notified Ms. Dalton.
- Completed scope of work required for bid on I & I study and ran ad in paper. Deadline for bids is February 15th at 3 p.m.
- created an invoice for real property tax and am working on programming for the invoice. This will save the town \$2,500. to \$3,000.
- Departments are complying with new purchase order request.

- Sent in reports for Caroline County Emergency Management so they could get reimbursement for cost of December snow storm.
- Public Works C.D. is due to be rolled over or cashed in.
- Bill said he would like to work close with Dale regarding the M.D.E. issue to get a handle on it. Gary was in agreement.

Ordinances: Commissioner Waltemeyer asked Commissioner Willis to read the Ordinance to Change Definition of Commissioner's Salary to be effective March 22, 2010. Bill made a motion to approve the Ordinance, seconded by Shane, unanimously approved.

Unfinished Business: Commissioner Waltemeyer said:

- since Bob Lorenz is not here, he said we need to get some bids in for the new building as soon as the Fire Marshall approves the drawings.
- he asked what was happening on the letter to Board of Education for info on school crossing. Mr. Palmer said he e-mailed a proposed letter to Mimi
- DBF is still working on Water Resource Element plan for the Comprehensive Plan
- Planning and Zoning needs at least 1 new member and, maybe, an alternate.
- Mimi said February 17, 2010 is the last day to turn in the referendum on the Five Commissioner Ordinance.
- we need to discuss another Charter change for adding Police Chief to Charter Employee. Mimi said it was to clarify the Chief would be employed at the Commission's discretion, for the Town's protection.
- we need to discuss the March meeting with State Highway regarding school crossing or town signs. Mimi said she has included Milton Nagle, C.E.O. of the Board of Education, Mr. Robert Jester, Transportation Officer for S.H.A., Mr. John Lister, Principal of Preston Elementary School, Charles Coppage and Mr. Wenz of State Highway, the Sheriff's Department. Commissioner Waltemeyer suggested Mimi call the Sheriff's Dept. to see where they stand on the school crossing, since some Sheriff's Departments handle the school crossing.
- Gary then said he would attend the PVFC Annual Membership Banquet on 2/20/10 at 6 p.m.
- also, the Caroline Hospice Valentine's Dinner Dance is 2/13 at 6 p.m.-\$30.00 each.

New Business: Bill Willis made a motion to pay the January, 2010 bills as submitted, seconded by Shane, unanimously approved.

- Mimi advised that the State of Maryland will again cut our highway funds by 90% and 3% out of our Police Aid and the same will apply for 2010-2011.

Comments were then taken from the floor:

Mr. Moxley said it has been 5 months to resolve the school crossing matter, and he thinks it is deplorable that it has not been resolved as yet.

Kathleen said at the December meeting, in response to a citizen's question regarding the new town building costs and nepotism, Commissioner Waltemeyer said there was no impropriety discovered. Why didn't the minutes include this information? Commissioner Waltemeyer said it was an oversight on his part and he believes it should have been included along with comments from all other citizens.

Regarding the new building, Commissioner Waltemeyer said in the beginning the Building Committee issued suggestions. Bob Lorenz has been taking care of his mother-in-law since she became ill during the Holidays. The Fire Chief has to sign off before anything can be resumed. We have got to get it rolling. A discussion was held regarding obtaining bids for a general contractor or electrical, plumbing, etc. Gary suggested a walk through be held to determine exactly what is needed. Commissioner Willis made a motion to put bids for an oversight package or subcontractors. The motion was seconded by Shane and carried unanimously.

Meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Fran Johnson

On January 25, 2010, at 7:35 p.m., Commissioners Gary Waltemeyer, Shane Dickinson and Bill Willis voted to hold a Special Meeting to consider a motion to go into an executive or closed meeting, under OMA Article 10-508(a)(1)(i) and (ii), to discuss purchase procedures and personnel matters. All three Commissioners voted for closure. A closed meeting was held Jan. 25, 2010 at the Preston Town Hall, from 7:36 p.m. to 8:06 p.m. Commissioners Gary Waltemeyer, Shane Dickinson, Bill Willis, Mimi Willis and Town attorney Walter Palmer and Chief Marcus Trise were present. The meeting

was closed under OMA Article 10.508(a)(1) (i) and (ii) to discuss purchase procedures and personnel matters. No decisions were made. The meeting was adjourned at 8:06 p.m.

On January 25, 2010, at 8:07 p.m., the Special meeting was reopened by Commissioners Gary Waltemeyer, Shane Dickinson and Bill Willis. Commissioner Waltemeyer advised the Special Meeting was adjourned at 8:08 p.m.