

**Regular Meeting
Town of Preston
November 3, 2014**

The regular meeting was called to order by Commissioner Jerry Stallings at 7:00 p.m. Also present was Commissioners Nelson Anderson, Gary Waltemeyer and Town Manager Stacey Pindell. Attendance: Town Attorney Walter Palmer, Andrew Sharp, Star Dem, Russell Dukes PVFC, Bob Lorenz, Steve Hildenbrand, and Lt. Donald Baker.

Gary made a motion to approve the minutes of the previous meeting minutes as presented, seconded by Nelson and unanimously approved.

Police Report: Lt. Baker read the police report for October 2014:

- 135 hours assigned with a total of 27 assignments
- 124 calls for service
- 3 reports taken
- 60 traffic stops
- 75 traffic violations – 17 citations and 50 warnings – 8 SEROS – 2 must appear

Public Works Report: Nelson read the Public Works Report for October 2014:

- Pumped 1,895,900 gallons of water
- Had not discharge any wastewater because the plant was shut down for the month of October.
- Had repaired a water leak at 226 Main St.
- Had a storm come through town on October 8th that did quite a bit of localized damage. Trees and fences were knocked down between Williamson St. and Tidewater circle. Had cleaned up the debris that had fallen on the sidewalks and in the streets. The sidewalk between the School and Tidewater had several large tree branches lying across it. We were able to clean it up before School let out. Also, had to replace a post for a stop sign that had been snapped in two.
- Had removed a tree stump at 300 Tidewater and covered the area with topsoil.
- Had made three temporary repairs to sidewalks in tidewater so trick or treaters could walk safely.
- Had removed the signs at the park entrance so they could be cleaned and painted. Two have been cleaned painted and put back. The largest one was broken. We glued it back together and sanded primed and painted it. It should be done soon and we will put it back where it belongs.
- Had met with representatives from Shore Stop to address a leak in their parking lot. The leak is after the meter so they are paying for the extra usage. However the water is running into our sanitary sewer. Had told them when they repair it we would like to install a new meter while the asphalt is dug up.
- Had also cut grass and sprayed weeds throughout town.

Administrative Report: Stacey submitted the following report for September 2014:

- Responded to phone/visitor inquiries
- Sent out violation notices for Cary Malkus
 - Processed:
 - water/sewer payments
 - real estate taxes
 - accounts receivables
 - accounts payables
 - building permits
 - daily mail
 - deposits
 - payroll
 - bank statements
- Worked with residents regarding building permit applications
- Corresponded with the following:
 - webmaster regarding website updates
 - CUSI regarding software question
 - MD Dept. of Benefits & Management regarding benefit and system questions
 - Caroline County Commissioners regarding waste permits
 - LGIT re: Public Works claim
 - TGM re: Auditors report 2013-2014

Planning & Zoning Report: Robert Lorenz presented the Planning and Zoning Report for October, 2014.

Meeting Summary

Present: Bob Lorenz, Steve Hildenbrand, Rosemarie Stacey

Absent: Mark Murphy, and one more new member.

Items reviewed:

1. Sidewalk at Crumbs Cup Cakes 147 Main Street – On 9 October Bob met with Dan Warrington Builder, Chris Waters Surveyor, and Rochelle Outten Md. State Highway Admin. Results of the meeting : The new curb will line with the existing curb, 2 foot grass, and a 5 foot sidewalk, the utility pole and fire hydrant will not have to be moved. Chris will submit to SHA the revised drawing reflecting the revisions.
2. A letter was sent several months ago to Preston Auto Group atten. Dave Wilson concerning repairs to the sidewalks on Main Street. (opposite the Auto body Shop north side of Main Street). No response to date from PAG. This could be a hazard for children walking to school.
3. Verizon Lease: The lease has been signed by the commissioners. To our knowledge no work has started yet.
4. Sidewalk ordinance is yet to be developed by the Town attorney Walt Palmer and Bob. (The owner is responsible to maintain the sidewalk free of snow, debris and keep it passable), One of the issues to be determined is who is responsible for the repairs and the cost of the repairs? Waiting on comments from the commissioners.
5. One of the commissioners has proposed a healing (memorial)garden to be developed at the north east corner of the park. A presentation drawing should be developed to show

the layout of the healing garden on 8 1/2 x 11 paper for distribution to the public in order to raise funds for this project.

6. Tree removable Tidewater Farms- The Town has a Forest Conservation ordinance passed May 2003. All the trees -13- requested to be removed are in the right of way area as addressed in a memo from the Maryland Dept of Natural Resources dated 10 Oct.2009 Road Tree Law. Dale Whitley has addressed this issue in a memo dated 10-13-2011. Questions arise as to : who determines the tree is to be removed?, who applies for and pays for the permit for each tree? who notifies the forester (Kathy Kronner)? who cuts down and disposes the tree (tree over 20 feet tall) and pays for this? who pays for the new tree and its location? who is responsible to repair / replace the sidewalk and the cost?) P & Z are waiting on the commissioners for their comments on Dale Whitley's memo dated 9-10-2014.

7. Bob received an e-mail dated 9/8/14 from Dr. Linda Whitby of Oasis Foundation of Maryland. They are interested in developing 239 Main Street (the old Provident Bank building) for "improving or restoring health, or treating or preventing disease." The property is zoned C-1 Neighborhood Commercial. Professional offices are a permitted use but under 3,000 s.f., the building is 5533 s.f. It appears this maybe a rehab facility for drug and alcohol abuse. Copies of the e-mail was given to the members of P&Z and the Commissioners for further study and comments. One of the concerns is the proposed use of the facility is it's with-in 500 feet of a fully occupied elementary school which is under major renovations for the next two years. P & Z will respond to Oasis Foundation after receiving comments from the Commissioners. We are waiting on comments from the commissioners on this issue.

8. Parking on street and off street parking, and what type vehicle is allowed in a residential driveway may need revisiting. Bob will develop a future ordinance to be run past the town attorney and the commissioners. Waiting on comments from the commissioners.

9. Handicap Parking- Immanuel Church is proposing a handicap parking area on the present lawn area facing Back Landing Road. It will have 10 handicap spaces with 8 additional spaces. It will be paved with asphalt and have two entrances one off Back Landing Road and one off Williamson Street. Drawings have been prepared and are out for bids now.

10. The Maryland State Highway Admin. (SHA) and the Federal Highway Administration (FHWA) requested the Town review all the sidewalks for accessibility and conformance with the ADA (Americans with Disabilities Act) standards. Recently SHA has made all the sidewalks and curb cuts accessibility, but we should review this and note any areas that may have been over looked. Jerry Stallings and Bob has volunteered to help with this task.

The next P & Z meeting will be held on Tuesday 11 November 2014 at 7: pm.

The next Town work session will be held on Monday 27 October 2014 at 7: pm

The next Town meeting will be held on Monday 3 November 2014 at 7: pm

Unfinished Business: None.

New Business:

- A motion was made by Gary to accept the bills as presented, seconded by Nelson and unanimously approved.
- A motion was made by Jerry, seconded by Gary and a unanimous vote to authorize the tree removal plan for Tidewater development presented by the Public Works Director.
- A motion was made by Nelson to pay the secretary's cost to attend the Mayor's dinner, seconded by Jerry and unanimously approved.

Russell Dukes discussed the location of a new hydrant, in conjunction with the Elementary School renovations. Bob Lorenz is the liaison with the contractor.

Adjournment

Meeting was adjourned at 7:23 p.m. by a motion made by Nelson, seconded by Gary and unanimously carried.

Respectfully submitted,

Carol Steffy, Town Clerk