

**Regular Meeting
Town of Preston
March 10, 2014**

The regular meeting was called to order by Commissioner Doug VanDerveer at 7:00 p.m. Also present were Commissioners Nelson Anderson, Jerry Stallings, Robin Wooters and Town Manager Kim Gadow. Attendance: Russell Dukes, Steve Hildenbrand, Lieutenant Ron Dixon, County Commissioner Larry Porter, Tom Walsh, Michelle Barry, County Commissioner Wilbur Levengood, Kathleen Barry and Town Attorney Walt Palmer.

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

Doug introduced Tom Walsh who is running for county sheriff. Tom spoke briefly about his goals. Doug then introduced County Commissioners Wilbur Levengood and Larry Porter who spoke about the renovations to the Preston Elementary school, the county budget and the tax differential meeting. Larry also thanked Kim on behalf of the County for her cooperation in working with them.

Police Report: Lieutenant Ron Dixon read the police report for February 2014:

- 120 hours assigned with a total of 24 assignments
- 103 calls for service
- 3 reports taken
- 110 traffic stops
- 159 traffic violations – 34 citations and 117 warnings – 8 SEROS – 2 must appear
- 1 arrest

Public Works Report: Nelson read the Public Works report submitted by Dale Whitley for February, 2014, who said the public works department:

- We pumped 2,032,600 gallons of water.
- We discharged 2,682,650 gallons of wastewater.
- Called in after hours to shut off the water to a home with broken pipes.
- Called in after hours to turn the water on to a home that had repaired broken pipes.
- Had several storms come through the area and had to clean the ditches on Sunset Blvd. to keep the storm water flowing.
- Had to keep the sewer plant flowing at maximum capacity to keep up with the increased flow.
- Had repaired a water leak at 165 Main St.
- Had Shore Rite Controls calibrate the flow meter at the sewer plant.
- Had one snowstorm this month. Had scraped the roads, shoveled the sidewalks and spread salt.

- Had found a utility pole that had been hit by the recycle bins. Had called the power company and they came and repaired it.
- Had worked on a ramp for safely loading chemicals at the sewer plant. It had been painted but it is not complete yet.
- Twice this month had used an excessive amount of water but could not find out why.
- Had taken the welcome sign from Harmony Rd. to the sign shop for lettering.
- While distributing door hangers for late water payments, we had noticed a shed had been placed in a town right-of-way on Noble Ave. had talked to the tenant and was told they thought it was OK because no one really used the area. They are currently using the area to park and to store unused items. All Town right-of-ways are important. However this one is especially important to the town because there is a sewer main running under the entire length of it. Access is needed for cleaning and inspection. Also if repairs were needed, the shed would have to be relocated. I turned the matter over to code enforcement.

Administrative Report: Kim submitted the following report for February, 2014:

- Prepared and mailed water cut off notices
- Prepared water cut off door hanger notices
- Attended County tax differential meeting
- Worked with contractors, residents and building inspectors regarding building permit applications
- Met with marketing representative for Caroline County Economic Development
- Responded to phone/visitor inquiries to include researching answers to their concerns/questions
- Sent out violation notices for Cary Malkus
- Worked on updating the Municipal Growth Element to correspond with changes in the comp plan
- Processed:
 - water/sewer payments
 - real estate taxes
 - accounts receivables
 - accounts payables
 - building permits
 - daily mail
 - deposits
 - payroll
 - bank statements
- Corresponded with the following:
 - Cary Malkus referencing resident code violations
 - C. C. Sheriff's Department about resident complaints and equipment value
 - Various title companies, attorney's and real estate agents for monies owed to the Town
 - webmaster regarding website updates

- Verizon representative regarding Verizon lease and miscellaneous questions the Commissioners had
- Harry Smith regarding maps for comprehensive plan
- MSRA for new payroll reporting
- David Dahlstrom regarding the comp plan

Planning & Zoning Report: Bob Lorenz submitted the following report for February 2014:

1. Sidewalk Crumbs Cupcakes 147 Main Street – No progress on the proposed sidewalk issue from the Contractor or the Surveyor. P & Z’s position has not changed as noted in the Meeting Summary dated 14 January 2014 para.2.
2. Revisions to the P & Z code- Waiting for the finalization of the revisions before reproducing copies and putting it on line.
3. Comp. Plan- Waiting for map revisions to be made before sending the Comp, Plan to MDP.
4. Mold on buildings- Its becoming more pronounced. Not much can be done because of the weather. P & Z suggests in the next news letter we inform the public it should be removed and suggest some inexpensive methods for its removal; only suggestions.
5. The following is a revision to para 10 of the Meeting Summary date 14 January 2014. The property off Sunset Blvd. owned by the Norris Taylor estate. It was a person, name unknown, (not a developer) who asked if the Town was interested in buying the property and annexing it into the Town (approx. 15 acres). He did not mention anything about proposed housing.
6. It was mentioned that a letter would be sent to Preston Auto Group atten. Dave Wilson concerning the repair to the sidewalks on Main Street owned by PAG.
7. It was also mentioned the folks in town should be aware that there is an ordinance that sidewalks should be shoveled within 48 hours after a snow fall ends. This has been ignored on parts of Main Street especially where children walk to school.
8. No word from Verizon on the lease for them to use the water tower for their equipment. It was noted the “Tower Ordinance” was unique to the request to construct a communication tower in January 2008. To date a tower ordinance does not exist.
9. Emergency Phone Number- There is no known emergency phone number posted for the public to call in case of an emergency after business hours or on the week end. An incident did occur on a Sunday afternoon when a water pipe broke and flooded the first floor and basement of a house on Main Street. The water meter had to be shut off. An emergency phone number could be posted on the Town office bulletin board on the Public Works building in the Town Directory and in the news letter.
10. We still need one more member to serve on the P & Z Board and one more member for Zoning Board of Appeals.

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

The next Town work session will be held on Monday 24 February 2014 at 7: pm

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

- **Resolution:** Jerry did the second reading of Resolution 2014-0224, Adoption of a Public Works Mutual Agreement. A motion was made by Nelson to adopt the Public Works Mutual Agreement, seconded by Jerry and unanimously approved.

New Business:

- A motion was made by Jerry to accept the bills as presented, seconded by Nelson and unanimously approved.
- Jerry made a motion to donate \$100.00 to Colonel Richardson Baseball, seconded by Nelson, unanimously carried.
- Nelson made a motion to accept the employee handbook revision-pay for temporary help, seconded by Jerry and unanimously approved.
- A motion was made by Jerry to waive the building permit fee for Preston Volunteer Fire Department food stand, seconded by Nelson and unanimously approved.
- A motion was made by Nelson to accept the Verizon Tower Lease, seconded by Jerry and unanimously approved.
- A motion was made by Jerry to sell the handguns for \$300.00 each the breathalyzer for \$150.00 and the shot guns for \$125.00 each, seconded by Robin and unanimously approved.

Jerry mentioned the Easter Egg Hunt will be on April 12th at 10 a.m. Jerry also mentioned that we will be doing the concerts and the food drive again this year. Doug opened the floor to the public. Russell Dukes stated that it has been a pleasure working with the Commissioners as well as Kim Gadow. Doug read a thank you letter for the donation that had been sent in to the Bay Area Rescue in memory of Peggy Dietrich.

Meeting was adjourned at 8:35 p.m. by a motion made by Jerry, seconded by Nelson and unanimously carried.

Respectfully submitted,

Stacey Pindell