

**Regular Meeting
Town of Preston
July 7, 2014**

The regular meeting was called to order by Commissioner Doug VanDerveer at 7:00 p.m. Also present were Commissioners Robin Wooters, Gary Waltemeyer, Jerry Stallings and Town Manager Stacey Pindell. Attendance: Robert Lorenz, Steve Hildebrand, Russell Dukes, and Ron Dixon, Caroline County Sheriff's Department.

Gary made a motion to approve the minutes of the previous meeting, June 2, 2014, as presented, seconded by Jerry, and unanimously approved.

Police Report: Lieutenant Ron Dixon presented the police report for June 2014:

- 140 hours assigned with a total of 28 assignments
- 87 calls for service
- 8 reports taken
- 46 traffic stops
- 69 traffic violations – 63 citations and warnings – 6 SEROS – 1 must appear
- 3 arrests

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

- Pumped 2,216,500 gallons of water
- Discharged 2,906,427 gallons of wastewater
- Had a meeting with Delmarva Power to discuss the replacement of utility poles in town. Specifically the installation of our electrical boxes for Christmas decorations. We came to an agreement that has them reinstalling the current outlets in the proper place on the new poles. And also agreed to remove the old electrical wire from the poles that was used for decorations in the past.
- Repaired the armrest on the back-hoe
- Repaired the muffler on the Kubota lawn-mower
- Replaced all eight wheel studs on the right side of the dump truck. We had four of them come loose and break off. So we decided to replace all of them.
- The chlorine pump in the treatment plant went to pieces one Sunday. We rebuilt it, but also had to replace all the fittings and hose.
- Flushed several fire hydrants in town
- Covered the storm drain in the empty lot across from town hall so traffic from the carnival would not run into it.
- Installed a new welcome sign at the west end of town.
- Repainted the arrows and lines in the parking lot at town hall.
- Had Division St. paved
- We took some leftover hot mix from the job and covered the railroad tracks on Backlanding Road. We hope this lasts longer than the cold patch we have been putting there in the past.

- With the recent dry weather we were able to lower the lagoon levels enough to clean the sewer line between the shop and southern states. This enabled us to get our inflow meter working again.
- Repaired a water leak on Sunset Blvd.
- Cut grass and sprayed weeds
- Read all the meters in town

Administrative Report: Stacey submitted the following report for June, 2014:

- Responded to phone/visitor inquiries
- Sent out violation notices for Cary Malkus
- Attended Mandatory Annual Retirement Coordinator Meeting
- Prepared and mailed water bills
- Prepared newsletter to be mailed with water bills
- Worked with accountant to do end of year transfer
- Continued with training the Town clerk
- Processed:
 - water/sewer payments
 - real estate taxes
 - accounts receivables
 - accounts payables
 - building permits
 - daily mail
 - deposits
 - payroll
 - bank statements
- Corresponded with the following:
 - Webmaster regarding website updates
 - Walt Palmer regarding Historical Society lease
 - LGIT regarding a liability question
 - Caroline County Sheriff's Department regarding a complaint
 - Accountant regarding bookkeeping questions
 - Delmarva Power representatives regarding pole replacement

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

Meeting Summary

Date: 10 June 2014

Present: Bob Lorenz, Steve Hildenbrand, Mark Murphy, Jerry Stallings

Absent: Rosemarie Stacey, and one more new member.

Items reviewed:

1. Sidewalk at Crumbs Cup Cakes 147 Main Street –No progress on the installation of the new sidewalk. Have not heard from the surveyor or the contractor.
2. A letter was sent months ago to Preston Auto Group atten. Dave Wilson concerning repairs to the sidewalks on Main Street. Our Town manager Stacey called Wendy Melvin of PAG we are awaiting her response.
3. Preston Elementary School – Construction is in progress and will increase when school closes for the summer on 13 June. Whiting Turner is the contractor. They have a site

office located in the parking lot next to the tennis courts. They have been assigned a temporary address which is 116 Noble Ave. Bob will act as the contact person between the contractor and the Town.

4. To date we have not heard anything concerning Verizon since the lease was signed. We should approve the future location of the building and the extent of the fencing.

5. 224 Main Street – The house has been torn down on 2 May and it is now a vacant lot. The property is zoned R-1 Residential and so are the properties on either side.

6. The zoning code is all most complete and will ready for distribution and to be put on line.

7. The house at 157 Wright Street and empty lot next to it has been sold to an individual currently residing in Easton. It is zoned R-2 Multi Family Residential.

8. Dollar General – John Camp of Oxford Chase Development has shown interest in the property next to Caroline Court and Harmony Road., parcel 288 containing approx 6.5 acres owned by William Kleinwachter zoned R-1 single family residential. He is interested in one to two acres with access from Harmony Road. It was determined it would be spot zoning and not permitted. A letter dated 19 May 2014 was sent to John Camp concerning this matter.

John Camp called on 3 June had an interest in the property between 98 Main Street (William Evey residence) and Preston Trucking. The County has it zoned Industrial, and they claim 98 Main Street is in Town limits. This is not so, 100 Main Street (Stacey residence) is in Town then a paper street and the property line of the corporate limits of the Town. The owner of 98 Main Street never wanted to be annexed in. The farm land would have to be annexed in, which cannot happen annexation must be contiguous. John Camp said he would keep looking for a suitable site. I suggested the Salvage site.

9. The Livery Stable 167 Main Street will be up for public auction which will be held on Wednesday 18 June 2014 at 11: am.

10. The new building code books for the year 2015 will be available soon. They are International Building Code (IBC), International Residential Building Code (IRC) and the International Property Maintenance Code (IPMC). These codes are revised and publish every three years.

11. A person asked if there are any restriction on the walkway from the street sidewalk to the house. Answer there are none it's the owner's option.

12. Sidewalk ordinance is yet to be developed by the Town attorney Walt Palmer and passed by the commissioners. The owner is responsible to maintain the sidewalk free of snow, debris and passable, One of the issues to be determined is who is responsible for the repairs and the cost of the repairs? Town street sidewalks you should follow the Counties recommendations for methods, materials and specifications. State road sidewalks you should follow the States Highway (SHA) recommendations for methods, materials and specifications. The question is who is responsible for the repairs and cost of the repairs?

13. 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?

The next P & Z meeting will be held on Tuesday 8 July 2014 at 7: pm.

The next Town work session will be held on Monday 23 June 2014 at 7: pm

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

Resolution 2014-0505 – Adoption of the Budget Fiscal Year 2014-2015. On a motion of Jerry, second of Gary, and a unanimous vote, the Resolution No. 2014-0505 adopting the budget for Fiscal Year 2014-2015, totaling \$564,055.00, was adopted as presented.

New Business:

- A motion was made by Jerry to accept the bills as presented, seconded by Gary and unanimously approved.
- A motion was made by Doug, to accept the use of a small portion of the park, for a butterfly park and meditation area, seconded by Jerry, and unanimously approved.
- A motion was made by Gary to accept the Historical Society Lease, seconded by Jerry and unanimously approved.
- A motion was made by Robin to donate \$360.00 to the Historical Society, seconded by Gary, and unanimously approved.

Jerry reminded those present of the next Concert in the Park, July 26. Also, he stated that very good turn out for the Jones Boys concert. Donations are being received for non-perishable foods and school supplies.

Bob Lorenz will be distributing the updated Zoning Codes to Board members and it will also be posted on line.

Russell Dukes discussed parking on Maple Avenue and how it interferes with the Fire Company trucks. If it is parking within a no-parking zone, that is an issue for the Sheriff's Department to enforce. Any change in no-parking on Maple would have to be approved by the State.

Meeting was adjourned at 7:40 p.m. by a motion made by Gary, seconded by Jerry and unanimously carried.

Respectfully submitted,

Carol Steffy