

**Regular Meeting
Town of Preston
February 2, 2015**

The regular meeting was called to order by Commissioner Douglas VanDerveer at 7:00 p.m. Also present were Commissioners Jerry Stallings, Gary Waltemeyer, Nelson Anderson, Robin Wooters and Town Manager Stacey Pindell. Attendance: Town Attorney Walter Palmer, Andrew Sharp, Star Dem, Bob Lorenz, Lt. Ron Dixon, CCSD, Russell Dukes, PVFC, Tom Dewey, JoAnn Hunley, Donald Willoughby, PVFC, Steve Hildenbrand and James McCormick, Caroline County.

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

Public Works Report. Nelson read the Public Works Report.

Pumped 1,657,400 gallons of water

Discharged 2,725,585 gallons of wastewater

Replaced a missing street sign at Tidewater circle and also replaced a post and two street signs that were hit at Main and Maple.

Cleaned approximately 500 feet of sewer lines on Noble Ave.

Had all town fire extinguishers inspected and certified for another year.

Took down the Christmas decorations on Main St. and put them back in their boxes and stored them till next year.

Installed a new cleat for the flagpole on Main Street.

Have begun building new sign boards for the welcome signs on Main Street. We hope to have them done soon.

Repaired a water leak at the water tower.

Cleaned the pumping station by the post office.

Helped a contractor repair a water line in Tidewater that was hit by a small excavator.

Cleaned the manhole by the lagoon twice because it was overwhelmed by grease.

Repaired a chlorine leak at the water plant.

Repaired a magnetic starter motor for one of the aerators at the lagoon that became encased in ice and could not turn.

Administrative Report: Stacey submitted the following report for January 2015:

- Prepared and mailed tax documents to Commissioners, employees, and vendors
- Prepared and mailed/filed tax documents to the IRS, State of Maryland, and Social Security Administration
- Worked with contractors, residents and building inspectors regarding building permit applications
- Responded to phone/visitor inquiries to include researching answers to their concerns/questions
- Processed:
 - water/sewer payments
 - real estate taxes
 - accounts receivables
 - accounts payables

- building permits
- daily mail
- deposits
- payroll
- bank statements
- Corresponded with the following:
 - Accountant regarding a tax filing question
 - Various title companies, attorney's and real estate agents for monies owed to the Town
 - Alarm company regarding PD alarm
 - MD State Highway regarding Maple Avenue parking
 - MSRA pertaining to a question they had
 - CUSI regarding 2 resident accounts
 - MDE regarding violations

Police Report: Lt. Ron Dixon presented the Police Report for January 2015:

- 130 hours assigned with a total of 26 assignments
- 127 calls for service
- 2 reports taken
- 48 Traffic stops
- 61 traffic violations – 11 citations and 40 warnings –10 SEROS – 2 must appear

Zoning Ordinance #2015-0126 was read by Jerry. Jerry made a motion to adopt the ordinance, motion was seconded by Nelson, and a unanimous vote.

Planning & Zoning Report: No meeting; no report.

Unfinished Business: None.

New Business:

- A motion was made by Gary to accept the bills as presented, seconded by Jerry and unanimously approved.
- James McCormick, representing the County, requested the Commissioners permit use of the public rights of way to run fiber optics, to include LED lighting. On a motion of Jerry, second of Nelson, and a unanimous vote the Commissioners authorized Caroline County to use the public right of way to run fiber optics, including LED lighting, and waived all permit fees.
- Gary made a motion to purchase three Quick Connect adapters for the fire hydrants, \$155 each or \$500. total; seconded by Jerry and a unanimous vote.

Public Comment – none.

Adjournment - Meeting was adjourned at 7:10 p.m. by a motion made by Gary, seconded by Robin and unanimously carried.

Respectfully submitted,

Carol Steffy, Town Clerk

