

**Regular Meeting
Town of Preston
March 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. Donald Baker, CCSD, Russell Dukes, PVFC, Tom Dewey, Colton Davis, Stephanie Dalton, Kathleen Barry, Michelle Barry.

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

Swearing in of Board of Elections members:

President Doug administered the oath of office to the Election Board members, Michelle Barry and Stephanie Dalton.

Police Report: Lt. Donald Baker presented the Police Report for February 2015.

- 120 hours assigned with a total of 26 assignments
- 115 calls for service
- 4 reports taken
- 53 Traffic stops
- 61 traffic violations – 20 citations and 53 warnings –4 SEROS – 3 must appear

Public Works Report for February, 2015:

- Pumped 1,497,200 gallons of water.
- Discharged 2,720,068 gallons of wastewater.
- Repaired a water leak on Main St.
- Cleaned the sewer line behind the 100 block of Main St. because the field was frozen enough to drive on. While back there we found a manhole cover had been knocked off. We put it back in place, but were unable to pour concrete to secure it because of the low temperatures.
- Cleaned the sewer between the shop and Southern States several times and we cleaned 300 feet of sewer main on Noble Ave.
- Installed a stop sign and post at Williamson and Back Landing that had been stolen.
- Repaired a chlorine leak at the sewer plant. Luckily we got the parts we needed from our chlorine vendor at no charge.
- Helped a demolition crew that had unknowingly damaged a meter pit on Main St. We stopped them and located the pit and coned it off so no further damage occurred.
- We were called in to shut off water for broken pipes twice and had one meter freeze. We were able to thaw the meter and replace it without any damage.
- Serviced the town truck.

- Put out late notices for water bills.
- Installed three quick connect couplings to three hydrants on Main St.
- Dug up and replaced a valve box on Main St. that had been damaged by a snow plow.
- Cleared the streets of snow a couple of times.

Administrative Report for February, 2015:

- Prepared and mailed water cut off notices
- Prepared water cut off door hanger notices
- Attended County tax differential meeting
- Contacted bands regarding 2015 Concerts in Park
- Attended Workers Compensation hearing
- 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:
 - C. C. Sheriff's Department about resident complaints
 - Various title companies, attorney's and real estate agents for monies owed to the Town
 - webmaster regarding website updates
 - Verizon representative regarding Verizon lease
 - David Dahlstrom regarding the comp plan
 - Md. Dept of Environment regarding meeting

Planning & Zoning Report for February, 2015:

1. Sidewalk at (Crumbs Cup Cakes) Heritage Investment- 147 Main Street – On 9 October 2014 Bob met with Dan Warrington Builder, Chris Waters Surveyor, and Rochelle Outten from the Maryland. State Highway Administration. On 26 January Chris Waters e-mailed Bob that will be a pre-construction to be held on Tuesday 27 January at 10:am with SHA inspectors. At this time we do not know the result of that meeting.

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 when the repair work will begin. This could be a hazard for children walking to school.

3. The house at 146 Main Street, at Lednum Ave. caught fire several months ago. They are going to demolish it, and filed for a demolition permit. It is suggested they also demolish the detached garage which appears to be structurally unsound. They plan to replace the house. We will need to review the plans. They must also submit a site plan (to scale) before a building permit can be issued. The original structure was built in 1890.

4. Bob received a phone call a few weeks ago from a person wanting to develop the empty store next to Verlo/Subway for a sea food take out store. To date no progress has been observed.

5. Last week Bob received a phone call from a person interested in using the old Provident Bank building 238 Main Street for a restaurant.

New Business:

- A motion was made by Gary to accept the bills as presented, seconded by Jerry and unanimously approved.
- A motion was made by Robin to purchase a Preston crock to donate to P.E.S. PTA, seconded by Gary, and unanimously approved.
- A motion was made by Jerry to send a fruit basket to Steve Hildenbrand, seconded by Nelson and unanimously approved.

JoAnne Hunley who had volunteered to head the Parks Committee events had informed the Manager she will no longer be able to volunteer. Jerry reported the Easter Egg Hunt is being planned for April 4 at 10:00 a.m. Until a volunteer comes forward, the office staff is working to engage the bands for the Concert Series.

Adjournment - Meeting was adjourned at 7:22 p.m. by a motion made by Gary, seconded by Jerry and unanimously carried.

Respectfully submitted,

Carol Steffy, Town Clerk

On March 23, 2015, at 7:55 p.m., Commissioners Doug VanDerveer, Nelson Anderson, Gary Waltemeyer, Jerry Stallings and Robin Wooters 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) to discuss personnel matters. A closed meeting was held March 23, 2015 at the Preston Town Hall, from 7:55 p.m. to 8:13 p.m. Commissioners Doug VanDerveer, Nelson Anderson, Gary Waltemeyer, Jerry Stallings and Robin Wooters, and Stacey Pindell were present. The meeting was closed under OMA Article 10.508(a)(1) to discuss personnel matters. Annual employee increases were determined. The meeting was adjourned at 8:13 p.m.

On March 23, 2015, at 8:13 p.m., the Special meeting was reopened by Commissioners Doug VanDerveer, Nelson Anderson, Gary Waltemeyer, Jerry Stallings and Robin Wooters and the Special Meeting was adjourned at 8:13 p.m.