

**Regular Meeting  
Town of Preston  
August 3, 2015**

The regular meeting was called to order by Commissioner Douglas VanDerveer at 7:00 p.m. Also present were Commissioners Nelson Anderson and Gary Waltemeyer, and Town Clerk Carol Steffy. Attendance: Town Attorney Walter Palmer; Katie Willis Star Democrat; Lt. Donald Baker, CCSD; Bob Lorenz; Russell Dukes, PVFC; Kathleen Barry and Ellery Adams.

**Meeting minutes:**

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

**Police Report:**

- 135 hours assigned with a total of 27 assignments
- 116 calls for service
- 3 reports taken
- 67 Traffic stops
- 113 traffic violations – 38 citations and 71 warnings –4 SEROS -1 must appear

**Public Works Report for July, 2015** was read by Nelson:

- Pumped 2,526,600 gallons of water.
- Discharged 2,730,199 gallons of wastewater.
- Cleared a sewer blockage on Car-O-Lin Ct.
- Chlorinated well #2 and the supply line to the treatment plant. We had a raw water sample tested and got good results. We put the well on line immediately. So far it is working fine.
- Installed a shut off valve on Lednum Ave.
- Repaired a water leak at 136 Lednum Ave.
- Repaired 2 water leaks on Chambers St. one on the main and one on the service at 108 Chambers St.
- Repaired one mower and serviced both mowers.
- Repaired a broken hydraulic line on the backhoe.
- Scraped and graded the driveway to the sewer plant.
- Sprayed weeds throughout town.
- Cut grass and trimmed trees at the park.

**Administrative Report for July 2015:**

- Responded to phone/visitor inquiries
- Sent out violation notices for Cary Malkus/Dave George
- Responded to request for information Chesapeake Employers re: B. Jenkins Job description
- Contacted Tom Larsen for Concert in the Park event
- Prepared documents for OSHA safety inspection requirements
- Prepared agendas, attended meetings

- Participated in CCAM Preston hosting July meeting at Fire Hall
- Assisted ASG with audit preparation
- Contacted Election Board members regarding Special Election
- Conversations with Keith Bobbick of Caroline County Assessment  
Re: real estate taxation of Old Town Hall
- Special Election research

Processed:

- water/sewer payments
- accounts receivables
- accounts payables
- building permits
- daily mail
- deposits
- payroll
- bank statements

Corresponded with the following:

- Letter to Preston Strategies Inc. regarding improvements to building

#### **Planning & Zoning Report for July, 2015:**

- 147 Main Street sidewalk completed
- 146 Main – no progress on obtaining a building permit to rebuild
- The Comprehensive Plan is under review for an update to the 2005 Plan.
- Proposed revisions to Section 146 to 152 of the Planning and Zoning Code have been submitted to the Commissioners
- Pharmaceutical Production Facility – the Solicitor is preparing an ordinance update, similar to the Clinic Ordinance 2015-0126
- Mark Murphy resigned from P&Z. Two new members are needed.

#### **Resolutions:**

Second Reading of Resolutions for OSHA requirements:

No. 2015-07272015A Adopting a Hazard Communication Program and

No. 2015-07272B Adopting a Respirator Protection Program were read and signed by the Commissioners.

#### **Ordinance:**

First Reading of the Zoning Ordinance Amendment, Section 39 Commercial and Residential Development Design Guidelines, Ordinance No. 2015-09142015 was presented.

#### **New Business:**

Pay Bills for July 2015. On a motion of Gary, second of Nelson, and a unanimous vote, the Commissioners approved payment of the bills for July 2015.

The Special Election to fill the unexpired term of Robin Wooters will be scheduled for August 31, 1-7 p.m.

September's meeting date will be held the second Monday, September 14, due to the Labor Day Holiday.

Resignation of Cary Malkus, Code Administrator effective August 31, 2015. Mr. Malkus recommended the hiring of David George, who has been working for the Town during Mr. Malkus' absence. The Commissioners agreed to hire David George.

ColdMaster Building owner and owner of Preston Gym were present to discuss the Gym moving into the ColdMaster building. The Commissioners looked very favorable on this proposal. Necessary architectural and engineering drawings will be required, and the building will have to be sprinklered.

Gary asked Kathleen Barry to assist with the preparation of grant application to the State for Park and Recreation upgrades. Bob Lorenz is also helping with the application. Ms. Barry briefly described the proposal, exercise equipment, ADA access improvements, improved play equipment, additional parking, and the meditation garden. The Commissioners were in agreement with the proposal.

The Fire Department will be holding an Open House in September for the community.

Ellery Adams stated the Railroad group has been granted permission to begin removing brush and trees from the right of way. The lease agreement is still being negotiated. The group plans to meet at the Preston Town Hall next month. When the date is firm, an email shall be sent to the Commissioners.

Mr. Adams presented comments regarding the water billing, that the system is inequitable, and he asked the Commissioners to look into a more equitable way to charge. He stated the current billing system is a burden to him and his tenants.

Kathleen Barry also commented regarding the water billing, that the minimum bill could be reduced for those who use less water.

Adjournment - Meeting was adjourned at 7:42 p.m.

Respectfully submitted,

Carol Steffy, Town Clerk