

**Regular Meeting
Town of Preston
December 5, 2016**

The regular meeting was called to order by Commissioner Jerry Stallings at 7:00 p.m. Also present were Commissioners Doug VanDerveer, Nelson Anderson, Gary Waltemeyer, Robert Stacey, and Town Manager Stacey Pindell. Attendance: Rich Petroske, Kari Clow, Connie Connolly, *Star Democrat*, Steve Hildebrand, Dale Whitley, Kathleen Barry, Lt. D. L. Baker, Philip Broussard.

Dr. Kari Clow, Preston Elementary School Principal, and Rich Petroske, introduced themselves and expressed thank you for the Food and School Supplies Drives; both have been a help to the school community. They also expressed thanks for help from Public Works for the Christmas Tree project. The Annual Tree Lighting will be held December 9.

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

Police Report: Lt. Donald Baker presented the police report for November 2016:

- 125 hours assigned with a total of 29 assignments
- 107 calls for service
- 8 reports taken
- 33 traffic stops
- 52 traffic violations – 19 citations and 33 warnings – 0 SEROS – 1 must appear
- 2 arrest

Public Works Report: Dale submitted the following report for November:

- Pumped 1,592,100 gallons of water
- Discharged 2,767,155 gallons of wastewater
- Replaced 8 meters on Noble Ave. with touch read meters.
- Replaced a curb box that we found broken.
- Repaired the hydraulic pump on the sewer machine.
- Installed posts around the perimeter of the Christmas tree at the elementary school. We also hung lights and had new bulbs put in the star on top. We also removed the old electric service from the tree.
- Removed signs from Railroad Ave.
- Installed a fire hydrant on Linchester Rd.
- Repaired the flashing lights on the dump truck and changed the fuel filter.
- We borrowed a sewer camera and checked the flow to the manhole at the end of Apple Lane. We could not find any problem with the pipe so we will have to have the collection trough rebuilt to allow the flow to enter the system smoothly.
- Changed the filter to our diesel tank and added fuel conditioner to it before having it filled.

- We removed an abandoned meter pit, pit setter and curb box from 3681 Choptank Rd.
- We removed an old meter pit and yoke from 146 Main St. and installed a new 1” meter, pit and service to the home.
- Flushed out the hot water heater at town hall to help with an odor problem.

Administrative Report: Stacey submitted the following report for November, 2016:

- Responded to phone/visitor inquiries
- Sent out violation notices for David George
- Md. Dept. of Budget & Management – ACA reporting
- Prepared door hangers for water shut offs
- Processed:
 - water/sewer payments
 - real estate taxes
 - accounts receivables
 - accounts payables
 - building permits
 - daily mail
 - deposits
 - payroll
 - bank statements

Worked with contractors, residents and building inspectors regarding building permit applications

- Corresponded with the following:
 - Webmaster regarding website updates
 - David George referencing resident code violations
 - AECOM regarding design updates
 - MDE regarding BNR monies
 - Delegate Christopher Adams regarding Maryland Department of Environments BNR law
 - Caroline County Tax Office regarding monies owed to Town on properties being sold
 - CUSI regarding software question
 - Board of Elections regarding Municipal Election Material

Planning & Zoning Report: report was submitted at the work session. The report follows:

Date 8 November 2016

Present: Bob Lorenz, Steve Hildenbrand, Rosemarie Stacey, and Bob Stacey

Absent: Phillip Broussard, Dawn Becker

Items reviewed:

1. The Douglas House / Junior Order 154 Wright Street:

The owner has decided to demolish the building and has erected a 30' x 30' pole building to store items from the house. The permits have been issued. We are waiting for work to proceed.

2. A strip of land 25'x261'on Maple Ave./Choptank Rd. in front of Choptank Transport is in question. It appears the County line and the Town line are not the same. This issue has been referred to the County and a surveyor will try to resolve this issue sometime in May. To date we have not heard from the County, nor has a date been set to resolve this issue. We must remind the County of this issue.

3. The site at 146 Main Street at Lednum Ave.: The house is under construction since July 2016.
It is the first new house in Town to be sprinklered. New water meter has been installed.

4. It was suggested we should develop an ordinance concerning undesirable type businesses such as "adult", but not limited to just that type. Denton has such an ordinance in place.

5. 230 Main Street: The owner/contractor Bryan Omohundro *has* started the renovations/addition to the house. Permits have been issued. Roof trusses have been installed.

6. The Park Exercise Equipment: On 2 November the committee met with the equipment supplier and located the eight exercise equipment stations (see the red dots on the pathway for locations). The installation should begin in mid December and will take approx. a week to complete. This is at no cost to the Town (grant = \$52,317). The play ground area will have three new pieces of play equipment. This is at no cost to the Town (grant= \$22,607) However the play ground area is required to have a protective base - engineered wood fiber base. The grant does not cover this cost it's a maintenance item. The cost for this will be presented to the commissioners at the next work session.

7. Valero Adult magazines: It appears the adult magazines have been covered over with a cover page. This appears to be acceptable. A final decision will be forth coming from the commissioners.

8. It was mentioned Bob should be included in the correspondence with our code enforcer David George.

9. It was suggested a committee should be established to review all information concerning the water/ sewer rates and wastewater treatment plant issues. The committee could consist of no more than five members including one commissioner, and perhaps one person from the business community. They will report and make recommendations to the commissioners on a regular bases; keeping in mind the commissioners have the final say. The work load will only increase as we attempt to establish the water/sewer rate structure; the start of the wastewater treatment plant design and construction phases.

There is a definite need for this type committee. This item should be reviewed by the commissioners at the next work session.

New Business:

- A motion was made by Doug to accept the bills as presented, seconded by Gary and unanimously approved.
- A motion was made by Doug, second by Gary, to pay Asphalt by Julie to repair seven areas around Town for \$3,300.00, unanimously approved.
- Game Time quote, C/o Cunningham Recreation \$7,376.00 Engineered Wood Fiber mulch, material and labor for the park. A motion was made by Doug second by Gary to accept the quote of \$7,376.00 for the materials and labor for the Park; motion was unanimously approved.
- AECOM update on design was presented and read by Jerry.
- Choptank Excavating \$1680.00 to rebuild trough in manhole Apple Lane & Valve Replacement on Maple Avenue. Motion of Doug second of Gary to accept the bid of \$1,680.00 to build trough in manhole Apple Lane & valve replacement on Maple Avenue was approved unanimously.

Gary thanked Stacey, Dale and Public Works employees for their efforts to beautify the Town for the Christmas season.

Upcoming meetings schedule: Due to the holidays, following meetings were set: December 19 work session; Regular January meeting January 9; Workshop meeting January 30.

Planning and Zoning will be reviewing the addition of lagoons as a use introduced into the Code in the R-1 District in 2013.

Meeting was adjourned at 7:25 p.m. by a motion made by Nelson, seconded by Bob, and unanimously carried.

Respectfully submitted,

Carol Steffy