

**Regular Meeting
Town of Preston
May 2, 2016**

The regular meeting was called to order by Commissioner Douglas VanDerveer at 7:00 p.m. Also present were Commissioners Jerry Stallings, Robert Stacey, Nelson Anderson, newly re-elected Commissioner Gary Waltemeyer and Town Manager Stacey Pindell. Attendance: Walter Palmer, Esq., Rosemarie Stacey, Dale Whitley, Lt. Donald Baker, CCSD, Steven Hildebrand, Kathleen Barry, and Robert Lorenz.

Swearing In of Newly Elected Commissioner Gary Waltemeyer. Doug Vanderveer administered the Oath of Office to Gary Waltemeyer.

Election of President of the Commissioners:

Gary nominated Jerry Stallings for President of the Commissioners.

Nelson nominated Doug Vanderveer for President of the Commissioners.

Vote for Jerry; Gary, Bob and Jerry.

Vote for Doug; Nelson and Doug.

Jerry was voted President of the Commissioners.

Election of Vice-President of the Commissioners:

Jerry nominated Doug as Vice-President of the Commissioners.

Bob seconded the nomination.

There were no other nominations for Vice-President.

Doug was voted Vice-President on a vote of four to one (Jerry, Bob, Nelson and Gary affirmative; Doug abstaining).

Jerry was seated as President and he chaired the remainder of the meeting.

Meeting minutes:

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

Police Report for April 2016 was read by Lt. Baker:

- 130 hours assigned with a total of 26 assignments
- 99 calls for service
- 4 reports taken
- 52 traffic stops
- 68 traffic violations – citations and warnings – SEROS – must appear

Public Works Report for April 2016: Dale presented his report:

- Pumped 1,645,400 gallons of water
- Discharged 2,751,924 gallons of wastewater

- Repaired a sign on Fooks Ave that was damaged
- Repaired a sign on Lednum that was damaged from excessive wind.
- Replaced a stop sign that had blown off at Chambers and Railroad.
- Repaired a chlorine leak at the water plant
- Had a chlorine gas leak at the sewer plant. We were able to stop the leak but we had to send our regulators off one at a time for rebuilding. We have one back and in operation. However we are still waiting on the second one. The gas also got into our colormeter for sampling chlorine and damaged it. We sent it to the manufacturer for repair and have it back and working properly. The leak also damaged a light and switch at the plant. We replaced them and they are back in operation.
- Replaced two meters that quit working.
- Cleaned the storm drain at the retention pond
- Patched holes on Railroad Ave
- Our weedeater quit working. So I ordered a new carburetor and installed it. So far it seems to be working fine.
- The town truck also needed a coil pack replaced. We were able to do it ourselves.
- We repaired a water leak in front of the Shore Stop.
- We removed the trail sign at the park and are cleaning and repainting it. However we do not have it back in place yet.
- We also cut grass and trimmed and sprayed weeds

Administrative Report for April 2016:

- Responded to phone/visitor inquiries/email
- Sent out violation notices for Code Enforcement
- Attended Electronic Recording training in Annapolis
- Letter of support for Ron Dixon regarding training grant
- Worked on budget preparation for the upcoming FY
- Prepared for election including: contacting judges, and preparing paperwork
- Prepared and mailed water bills

Processed:

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

Corresponded with:

- AECOM regarding Engineer Report proposal
- USDA regarding grant monies for Engineer Report
- Walt Palmer regarding Forest Conservation and Zoning Ordinance

- Caroline County Tax Office regarding electronic recording
- Representative from the Preston Fire department regarding SHA form for the parade
- Representative from the March of Dimes regarding SHA form for walk-a-thon
- Caroline County Board of Elections regarding voter registration list

Jerry mentioned that Stacey asked Matthew Andrew to volunteer for the Park and Recreation Committee. He has agreed.

Jerry commended Stacey for her follow-through on matters brought up at the work session meeting.

The Planning and Zoning report was submitted at the work session. The report follows:
Items reviewed:

1. We have reviewed section 39 pages 146 to 152 Commercial and Residential Development Design Guidelines of the Zoning code, as requested by the Commissioners. The revisions will be read at the next Town work session.
2. The Douglas House / Junior Order/ Preston Council Etc. at 105 (154) Wright Street. The owner has decided to demolish the building and erect a pole building to store items from the house. Gene Harris will apply for a demolition permit and provide a drawing showing the location of the proposed building.
3. 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.
4. Velero 233 Main Street - Most of the protective post have been knock over and/or missing along with the forestation signs. There are many tire ruts in the forestation area of the house in Tidewater Farms. The house is up for sale and has been vacant for over a year. We suggest the Town write a letter to Velero asking them to please restore the damage areas behind their building. P & Z has draft a suggested letter for the commissioners to review and sign. It is currently on hold for now. It is the Town's responsibility to enforce the Forest Conservation Ordinance adopted May 2003.
5. The empty lot at 146 Main Street at Lednum Ave. The developer/contractor has the approved drawings for the proposed house. Awaiting the issuance of the building permit and location of the house on the site. The house will be sprinklered.
6. At the last Town meeting 4 April Ed Quidas proposed the Town provide and maintain flower boxes and plantings at various locations thru out the town. Our response; the town does not have the personnel to maintain all the plantings and boxes. It should be up to the individual person / business to provide and maintain the plantings / flower boxes. If not maintained for one year they should be removed at the owner's expense.
7. It was suggested at the Town meetings an update be presented on the progress of the proposed sewer facility.
8. The porch at 230 Main Street is structurally unsound and may collapse at any time. It should be temporally supported as soon as possible before any one is injured or killed. Bushes have covered the entire front of the building including the front door. Not a pretty site for Main Street.

Also at 236 Main Street small twigs have covered the sidewalk for months, When wet they can cause slippery conditions for anyone walking. The twigs are the result of major tree limb failure. The sidewalk has not been swept in the last few months.

9. P&Z would like to be included in any correspondence with the Town's code enforcer. It was suggested that each commissioner be assigned a specific department in the Town's government such as administration, public works, parks and recreation, planning and zoning. If an issues arises it can be directed the commissioner assigned to that department. This can help lessen the confusion as to who's in charge of what.

Ordinance:

Ordinance 2015-09142015 proposed amendments to the Zoning Ordinance was presented. The Ordinance will be placed on the work session agenda.

New Business:

Pay Bills for April 2016. On a motion of Doug second of Nelson, and unanimously approved, the Commissioners voted to authorize payment of the bills as presented for April 2016.

Reminders of dates; Spring Fest May 21; June 26th Jones Boys and start of food drive and school supply drive.

Gary asked about Dale's memo regarding repair to Town truck damaged by an accident involving a deer. Dale is checking into purchasing replacement parts and doing the repair versus the body shop quote.

Gary asked that the water/sewer billing classification revisions be placed on the work session.

Adjournment. On a motion of Doug, second of Nelson, and a unanimous vote the meeting was adjourned at 7:23 p.m.

Respectfully submitted,

Carol Steffy, Town Clerk