

**Regular Meeting
Town of Preston
January 9, 2017**

The regular meeting was called to order by Vice President of the Commissioners Doug VanDerveer at 7:00 p.m. Also present were Commissioners, Gary Waltemeyer, Robert Stacey, and Town Manager Stacey Pindell. Attendance: Connie Connolly, *Star Democrat*, Dale Whitley, Matthew Andrew, Walter Palmer; Lt. Ron Dixon; Philip Broussard.

Due to the resignation of Jerry Stallings, the Commissioners reorganized the Officers; Doug VanDerveer assumed the position of President, Mr. VanDerveer nominated Gary Waltemeyer to serve as Vice President until April when the re-organization will be held with the newly elected Board. All Commissioners were in favor.

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

Police Report: Lt. Ron Dixon presented the following report:

- 135 hours assigned with a total of 27 assignments
- 110 calls for service
- 2 reports taken
- 26 traffic stops
- 46 total traffic violations – citations and warnings – SEROS 0 – must appear 1

Public Works Report: Dale submitted the following report for December

- Pumped 1,480,600 gallons of water
- Discharged 2,979,745 gallons of wastewater
- Finished the yard and driveway repairs to homes on Lednum Ave that were disturbed from the water line extension for 146 Main St.
- We put up Christmas decorations on Main St.
- While returning the bucket truck a tractor trailer coming from the opposite direction blew the flashing light off the town pick-up. We were able to repair it but lost two of the four magnets that hold it to the roof. We will replace it with a new one and put the old one on the gator for snow removal.
- Had a company repair seven patches throughout town with hot mix.
- Tested the electric at the Christmas tree when the power was turned on. We found that the timer that was installed was bypassed and hooked up to a photo eye. Also it only controlled one of the six outlets on the breaker box. We had to install a double pole timer and upgrade the breakers from 20amp to 30amp to get the lights to stay on more than a few minutes. We also had to replace some of the lights that went missing. However everything was ready for the tree lighting on December 9th.

- Had a valve replaced on Maple Ave that was not operating. When it was removed we found it was in the off position. Also it appears to have been one of the original valves because it had no mechanical joints. It was put together with lead joints.
- While the contractor was in town replacing the valve we had them cut in a new trough at a manhole on Apple Lane. While the sewer is flowing better I am going to have them come back and do some more work at the site.
- As stated at an earlier meeting we closed the playground on the 27th and started removing the old mulch. We want to make sure the new fiber that is being installed stays put; we are going to expand the size of the playground by a few feet. So we will have to get three or four new timbers to help square up the area and hold it in.
- We replaced a valve box on Choptank Rd. that was broken.
- We also read all the meters in town.

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

- Responded to phone/visitor inquiries
- Sent out violation notices for David George
- Typed and prepared quarterly newsletter to go out with water bills
- Prepared and mailed water/sewer bills for 4th quarter 2016
- Email and calls with AECOM regarding design of WWTP
- Planned town Christmas dinner
- Prepared for special election including: contacting judges and placing ad in newspaper
- Mailed donation letters to various businesses for Parks & Recreation
- Preparing information to provide to Ed Jones regarding water/sewer rate study
- 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
 - Delmarva Power regarding power to Christmas tree
 - Resident regarding water pressure complaint
 - MSRA representative regarding submitted forms

- Provident State Bank regarding signature cards
- C. C. Sheriff's Department regarding ammo purchase request
- C. C. Tax Office regarding filing of deeds, outstanding monies owed to the town
- Various title companies for monies owed to the Town
- Verizon representative regarding phone upgrade for public works
- Walt Palmer regarding 172 Main Street
- Mark MacDonald regarding engineered wood mulch and park equipment install date

Planning & Zoning Report: Bob Lorenz reported there were no items of business for review.

New Business:

Resolution No. 01-092017

A Resolution setting a tentative implementation schedule for the upgraded sewer projects was presented and reviewed. The schedule was presented by AECOM. A copy is attached to the minutes of record.

Bills for Approval – A motion was made by Gary, seconded by Bob, and a unanimous vote to accept the bills as presented.

Sale of ammunition tabled until next meeting

Work session will be held January 30.

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

Respectfully submitted,

Carol Steffy