

**Regular Meeting
Town of Preston
March 6, 2017**

The regular meeting was called to order by Commissioner Doug VanDerveer at 7:00 p.m. Also present were Commissioners, Gary Waltemeyer, Nelson Anderson and Kathleen Barry, Bob Stacey and Town Manager Stacey Pindell. Attendance:, Connie Connolly, *Star Democrat*, Dale Whitley, Walter Palmer; Donald Baker, CCSO, Philip Broussard, Robert Lorenz, Bill Willis, Stephanie Dalton, Steve Hildenbrand, Russell Dukes, PVFC.

Presentation of Service Award to Preston Employee 10 Year Service Award – Dale Whitley, Department of Public Works – Congratulations and appreciation were expressed to Dale Whitley for his 10 years of service to the Town.

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

Police Report: The monthly Police Report was presented by Donald Baker.

- 120 hours assigned with a total of 24 assignments
- 133 calls for service
- 8 reports taken
- 23 traffic stops
- 34 total traffic violations – citations and warnings – 9 – 25 – SEROS 0 – must appear 0

Public Works Report:

- We pumped 1,321,900 gallons of water
- We discharged 2,844,574 gallons of wastewater
- We entered 172 Main St. after our tenant moved out. We swept the floor and cleaned the windows and started the boiler. We also changed the lock and removed all items left on the wall. There are still some things in there that were left behind. I would like to get our former tenant to remove them otherwise we will have to dispose of them.
- We scraped and graded the driveway to the sewer plant.
- We installed new light bulbs in the shop.
- We installed 16 touch read meters in town.
- We had very large locate ticket in the Tidewater development. We basically located all water lines and services for a fiber optic line to be installed to the school.
- We helped with a water line repair in Tidewater that occurred late in the day. A contractor hit the line and was not equipped to repair it right away. We wanted to expedite the repair so water was off for the least amount of time.
- We had a sewer complaint that was not ours but the homeowners. However we cleaned the sewer main in front of the home just to make sure.

- We had to clean the sewer line and sensor between the shop and Southern States because the chart recorder quit working. It took three times before we were able to get it working again.
- We also pumped down an abandoned drywell at a pumping station at the sewer plant. Afterwards we shut off a line from a sump pump that was leaking into the drywell and removed a pump frame and volute that was at the bottom.

Administrative Report:

- Responded to phone/visitor inquiries
- Sent out violation notices for David George
- Email and calls with AECOM regarding design of WWTP
- Completed grant application for Md. Dept of Natural Resources Program Open Space for additional funding for safety tile for exercise equipment
- Completed disbursement request forms from MDE for Engineering Planning/Design
- 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
 - C. C. Tax Office regarding filing of deeds, outstanding monies owed to the town
 - Various title companies for monies owed to the Town
 - Ed Jones regarding water/rate study
 - Walt Palmer regarding Tidewater resident request
 - CDBG regarding grant funds
 - Md. Dept of Assessment & Taxation regarding a property
 - C.C. Tax Office regarding Real Estate Tax
 - Md. State Highway Admin. regarding sidewalks

Planning & Zoning Report:

Items reviewed:

- The Douglas House/Junior Order 154 Wright Street:
The contents of the house are currently being stored in the new building. The demolition date for the house has not been established yet.

- The site at 146 Main St. at Lednum Ave.: The owner has moved into the house. There are several items that need to be completed, such as site grading, two off-street parking spaces, etc., before the final C of O can be issued. MDIA and the Town will make the final inspection.
- It has been suggested we should develop an ordinance concerning the undesirable type businesses such as “adult” but not limited to just that type. Denton has somewhat of such an ordinance in place. When a new business desires to open in town they should be required to fill out an application for approval to include a detailed description with regards to the nature and type of business, etc. The application would then be reviewed by the Commissioners and Planning and Zoning for approval BEFORE the business would be allowed to occupy the building and open its doors. This form is yet to be developed. It is believed that by being proactive the Town could prevent a difficult, legally or otherwise, situation should any type of undesirable business to open in Town without this approval, and create a required procedure which would hopefully help remedy the previous.
- The Park play ground area is complete and being use. The exercise equipment has yet to be installed. We have been informed a code requires there be a rubber pad under the areas where your feet do not touch the ground. We are waiting for more details and cost to modify our grant. There will be no additional cost to the town. Currently there are only four parking spaces for the park area. Sketches have been made for additional spaces closer to the playground area.
- The old town building at Main Street and Maple Ave. is now vacant. The Town is looking to lease or sell it. Selling is preferred.
- Sidewalk repair on Main Street and Maple Ave.: We received an e-mail from SHA, Thomas Revelle dated June 2016 mentioning the sidewalk repairs should start this spring. It would be a good idea to send him a reminder letter with a start date.
- 106 Maple Ave. The house has been in foreclosure from some time. The structure is in questionable condition. It is suggested an inspection be undertaken to determine if the structure is economically feasible to repair or have it demolished.
- 110 Maple Ave. A two story large storage structure at the rear of the property has all of the siding missing exposing the framing members to the wind (up lift) and weather.
- Coldmaster HVAC has relocated from the warehouse on Mill Street to the Peirson/Gadow building at the corner of Chambers and Mill Streets.
- Ed Quidas, president of the Lions Club, in a memo to the Town, would like the citizens and businesses to get involved to make the Town more attractive. The beautification and maintenance should be the responsibility of the owner or occupancy of the property. The Town at this time does not have the resources (labor or monies) for this endeavor. They would also like to have a questionnaire mailed out with the water/sewer bills. The members of the Lions club should develop their suggested questions and/or comments and submit them.
- It was suggested to replace the recipe section in the water and sewer bills with an update on the water and sewer issues. Example: suggested dates for the completion of the sewer treatment plant (the tentative dates have already been

established) and the progress on the water rates. These items could be contained in one paragraph.

Next P&Z meeting Tuesday, March 14, 2017 at 7:00 p.m.

Update on Water and Sewer Plans for the New Wastewater Treatment Plant report by Chris Rogers, AECOM, Inc.

- Finalized the site plan after cut/fill analysis for several options.
- Proposed anoxic tank as part of treatment process.
- Drafted the process design of the effluent filter. Had a meeting with Parkson to finalize the design. Will start structural design this week.
- Completed the layout of control/chemical building. Will start structural design this week.
- Started drafting engineer report and technical specifications.
- Continued design of influent pump station, aeration basin and clarifier.
- Coordination with pump manufacturer to select appropriate pumps.
- Started geotechnical evaluation and report.

New Business:

Bills for Approval – A motion was made by Gary, seconded by Nelson, and a unanimous vote to accept the bills as presented, with the addition of payment to Stacey for mileage to Annapolis for the proposed legislation meetings.

Bay to Beach Landscaping to remove tree inside lagoon area for \$400.00. On a motion of Gary, second of Bob, and a unanimous vote, Bay to Beach was authorized to remove the tree inside the lagoon area for \$400.00.

Waive Choptank Transport plat 6172 sq. ft. in town limits real property tax at \$22.08 a year, on a motion of Gary, second of Nelson, Doug abstaining as he is an employee of Choptank.

Doug again invited everyone to participate in the March 27 meeting when the topic of the sewer upgrade will be the main topic of discussion.

William Willis will be prepared to discuss his memo.

Elections will be held on April 24.

Various news items from the town clubs were announced.

Gary announced that a budget hearing and tax differential, and waste water approval by the County Commissioners will be held tomorrow evening.

Bob Lorenz asked about the change in policy for the P&Z report to be placed on the workshop meeting rather than being on the regular meeting agenda. The minutes shall be researched to see what was discussed at the time that was changed.

Bob Lorenz requested copies of the rate study. The preliminary report was received late in the day this date, and Bob Lorenz is permitted to request a copy from Stacey Pindell.

106 Maple Street. He suggested the Commissioners contact the Bank to obtain information regarding the possible structural issues of this building.

Gary stated none of the commissioners are structural engineers.

Kathleen stated the Commissioners should not be liable for a structural issue with the property. Therefore, a letter should be sent saying that we suspect structural issues, especially the back porch, and that we want to know what they are going to do with it, posting or warnings or signs

Old Town Hall. The Commissioners want a for sale sign to be placed.

Adjournment. On a motion of Nelson second of Kathleen, and a unanimous vote, the meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Carol Steffy