

**Regular Meeting
Town of Preston
May 1, 2017**

The regular meeting was called to order by Commissioner Doug VanDerveer at 7:00 p.m. Commissioners present; Doug, Gary, Nelson, Kathleen; Commissioner elect Robert Stacey. Also present Maria Moxley, Rosemarie Stacey, Robert Lorenez, Theresa VanDerveer, Steven Hildenbrand, Dale Whitley, Frank Thomas, James Henning, CCSD, Phillip Broussard.

Swearing in of elected Robert Stacey as Commissioner, term for five years to expire 4/22. Doug administered the Oath of Office to Robert Stacey, elected for a new term.

Election of Officers:

Bob nominated Doug as president; the motion was seconded by Gary. Doug nominated Gary for vice-president, the motion was seconded by Bob. With a unanimous vote, the officers were seated. .

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

Police Report: The monthly Police Report was presented by James Henning for April 2017:

- 125 hours assigned with a total of 25 assignments
- 112 calls for service
- 5 reports taken
- 72 traffic stops
- 100 total traffic violations – citations and warnings – 23 – 76 – SEROS 1 – must appear 1

Public Works Report for April 2017:

- We pumped 1,716,200 gallons of water
- We discharged 1,330,413 gallons of wastewater
- We cleaned, greased and serviced both mowers
- We installed a cylinder on our tractor that we had removed and repaired because it started leaking.
- We also serviced the town truck and replaced the front brake pads.
- We also replaced a spindle on one of the mowers.
- We scraped and graded the driveway to the sewer plant
- We removed the box grader and installed the bush hog. We then mowed the area next to the driveway to the sewer plant and also the area next to Railroad Ave by the carnival grounds. We did this in hopes of finding a missing manhole to the town sewer main on Railroad Ave. We are still looking.
- We removed two trees on Tidewater Circle.

- We removed several loads of leaves from an area where the storm drain behind Tidewater Circle was getting clogged. This did help but we will probably remove more when we get a chance.
- We dug up a meter behind our water tower that needs to be replaced. However we found an abandoned water line that is still under pressure and will have to disconnect it before continuing with the meter replacement.
- We dug up a curb box on Main St to gain access to the shutoff valve at the bottom of it. We are doing this to investigate a water leak in the area that appears to be coming from an abandoned water line. If this can be confirmed we will just dig up the water main and shut off the water rather than replace a water line that is not being used.
- We had a problem with the east end pumping station. After removing both pumps and cleaning them we opened both check valves and cleaned them also. We found the force main was clogged and had to get a contractor to clean it for us.
- We also had to get a contractor to clean the sewer main on Railroad Ave that became clogged with roots.
- We also installed a manhole ring and cover on Railroad Ave to gain access to a manhole that was buried 10 inches under the road.
- We repaired a water leak on Chambers St.
- We installed a new water heater at our building at 172 Main St.
- We also cut grass and sprayed weeds throughout town

Administrative Report for April:

- Responded to phone/visitor inquiries
- Sent out violation notices for David George
- Worked on budget preparation for the upcoming FY
- Prepared for election by:
 - printing ballots
 - printing and preparing absentee registrations
 - placing ad
 - contacting judges
- Prepared and mailed water bills
- Met with councilman Steve Bollinger from Federalsburg to discuss water/sewer rate spreadsheet
- Processed:
 - water/sewer payments
 - real estate taxes
 - accounts receivables
 - accounts payables
 - building permits
 - daily mail
 - deposits
 - payroll
 - bank statements

- Corresponded with the following:
 - Various title companies, attorney's and real estate agents for monies owed to the Town
 - MD Dept. of Budget Management regarding a benefit question
 - Representative from the Preston Fire department regarding a parking complaint
 - Caroline County Sheriff's department regarding Eastern Shore Police Association's Fallen Hero's Ride
 - Caroline County Board of Elections regarding voter registration list
 - AECOM regarding design of WWTP

Planning & Zoning Report read at the Work Session.

Resolution: 05-12017 Water and Sewer Rates

There was discussion regarding the proposed Resolution for new water and sewer rates. The Commissioners noted that these rates will not be sufficient to cover the operating costs once the plant is operating.

President VanDerveer presented and read the proposed Resolution and Table.

Changes made to the Proposed Resolution: Paragraph 4. Resident and commercial users receiving water or sewer outside the Town limits will pay 2.0 times the amount shown in Paragraphs 1-3. The Bay Restoration Fund charge remains the same as it is for users inside the Town limits.

Changes for a part of the Table in the proposed Resolution (which were included in the reading of the Resolution):

Small and Large Commercial will be:

Water:	0-45,000 gallons	\$211.66
	Next 100,000 gallons	.74 per 1000 gallons
	Over 145,000 gallons	.53 per 1000 gallons
Sewer:	0-45,000 gallons	\$480.99
	Next 100,000 gallons	.58 per 1000 gallons
	All over 145,000 gallons	1.15 per 1000 gallons

Large Commercial is the same,

Sewer	0-45,000 Gallons	\$3196.69
	Next 100,000 gallons	.63 per 1000 gallons
	All over 145,000	1.15 per 1000 gallons

Unfinished Business: None presented.

New Business:

Bills for Approval – A motion was made by Gary, seconded by Bob, and a unanimous vote to accept the bills as presented for April, 2017.

All staff and several Commissioners will attend the Bill signing by Governor Hogan at the Annapolis docks on the new legislation enabling Bay Restoration Funds to be used for Sewer Upgrades for small towns across the State. Doug commended Stacey for all the work she did in getting the legislators and others together to make this happen, resulting in a \$575,000 additional savings for the residents of Preston, and for municipalities across the State. This was an amazing accomplishment.

Doug reviewed the update received from AECOM for the preparation of documents for the bidding of the sewer upgrades. The design work is on schedule. They estimate approximately 70% completion of the design. The documents should be ready to bid in December with bids opened in February of next year.

Jones Boys will be performing in the Park on June 25; Three Penny Opera September 9.

Annual Carnival June 5-10.

Jonestown Water-Sewer Project. The County Commissioners on May 2 passed a resolution regarding this project. She noted in the Resolution they pay the annual water rate for each property connected to the water system shall be \$300 annually. Developed lots and lots determined to be billable not connected to the Jonestown water system shall be assessed a water availability fee of \$150.00 per year until they connect to the water system. So the County has set the precedent and she recommends that the Commissioners consider in future modifications to the rates.

The County is placing a six-month moratorium on commercial solar panels.

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

Respectfully submitted,

Carol Steffy