

**Town of Preston  
105 Back Landing Road  
Regular Meeting 7pm.  
December 6, 2021**

**Attendees:** Nelson Anderson, Savannah Winston, Gary Waltemeyer, Amber Korell

The regular meeting was called to order by Commissioner Waltemeyer at 7:00 pm.

Comm. Anderson made a motion to approve the minutes of the previous meeting as presented and was seconded by Comm. Winston and unanimously approved.

**Police Report for November 2021**

130 hours assigned with a total of 26 assignments

- 238 Calls for service
- 3 Reports taken
- 83 Traffic Stops
- 109 Traffic Violations
- 1 Arrest

**Public Works Report –**

- pumped 1,520,500 gallons of water
- discharged 1,108,704 gallons of wastewater
- repaired a storm drainpipe on Chambers St that was damaged removing the curb for the new sidewalks.
- relocated 2 speed limit signs on Chambers St.
- replaced 2 curb boxes and a valve box when the sidewalk was removed for replacement.
- painted the curbs yellow at the fire hydrants.
- cleared a blockage at 112 Main St. using our force cup at the cleanout.
- Installed 2 new chemical tanks at the sewer plant at the request of prostart.
- Installed a bulletin board at the lab for prostart.
- cleaned the reject pump station at the sewer plant, and pulled both pumps to inspect the impellers for prostart.
- worked on the SCADA system when prostart could not get the RAS/WAS valves to operate with the touch screen.
- pumped out the vaults at the sewer plant that had excess water in them.
- pulled the #2 pump at the Tidewater pump station when it failed to operate and took it to Hills electric for repair.
- put out late notices for the water bills.
- removed 6 dead trees at the park.
- cut grass at the beginning of the month. Should be the last time this year.

**Administrative Report – Amber Korell**

- **WWTP:**
  - Worked with various Departments on our WWTP
  - Howard has all of our documentation requested and will be reviewing all in the next few weeks.

- GMB created an RFP for the installation of our Composite Sampler, Bids are due 12-22-2021. Public Notice will be in this Wednesdays newspaper as well as online @ our webpage prestonmaryland.us.
- **Town Business:**
  - The Town and our Codes Officer inspected properties and sent out violation notices and failure to get permit letters.
  - Our 2020 Audit with TGM Group has been extended through December 31, 2021.0
  - Image Asphalt is scheduled to be almost complete the sidewalk on Chambers Street, forming and pouring the new section at the end near railroad by end of the week.
  - T-Mobile and Southern Corrosion are still working together, in order for T Mobile to submit for permit. Once we receive the permit and it is approved per SC, we will get our tower lease in order for them to sign.
  - The Red Shef Food Truck and the Town of Preston are accepting gentle used or new TOYS, to distribute to Preston children. We are accepting Toys at Town Hall until this Friday Dec. 10<sup>th</sup>!!
  - Ordered 6 new light strands for the PES Christmas Tree Lighting on 12-11-21, Tree Experts of MD donated their time and bucket truck to re- hung our lights this past Saturday 😊
  - We are working to create a Scholarship Program to award one of our CRHS students from Preston. A packet will be put together for a future meeting to present, we are looking to begin after Christmas for the 2022 graduating class year.
- **Planning and Zoning**
  - Amber is still in the process of re-organizing our Zoning Code so the Table of Contents coincides with the actual code. Once complete each PZ member will receive a copy.
  - Mr. Callahan @ 165 Main Street when in paying on his utilities he stated he would no longer be looking to build on his lot, due to rising prices it has become impossible for him to build. He will be looking for other housing and putting his lot on the market to sell.
- **Parks and Recreation**
  - Dawn Malosh and myself have been working on the final grant report to the Arts Council from our Summer Concerts in the Park grant.
  - Donation letters have been sent out for the 22-23 event year and CCAC has been contacted about grants available to use again this year.

### **Planning and Zoning – RoseMarie Stacey- Meeting Minutes- November 9, 2021**

1. New Planning & Zoning Members: Planning & Zoning was pleased to introduce two new members, Pastor David-Casey-Motley and Sharon Gutz.
2. 168 Main Street: The property owner at 168 Main Street came to the Planning & Zoning Meeting. The commission asked the owner if he had any plans for P&Z to review. He did not bring plans, but was requesting information on what he needed to do with regards to planning & zoning. We discussed the requirement for bringing the property up to conformance. The property has been vacant for a number of years. Water meters would be required for each of the apartment units. Parking for his multi-family residence would need to be in compliance. He discussed room in his building for two businesses in addition to his four apartments. We discussed necessary fire marshal inspection. Planning & Zoning reviewed the zoning for his address and it is not zoned for commercial businesses. As Chairperson, Ms. Stacey would call him and let him know the area is not zoned for commercial, therefore, no business allowed. Ms. Stacey met with the Town Manager and felt a letter following up the P&Z Meeting was necessary. A letter was drafted and sent to the owner, citing Zoning Regulations Nonconforming Uses of Structures, R2 Multi-Family Residential, and Special Provisions for Off-Street parking and sent to the owner.

3. Comprehensive Plan: The commission discussed the Comprehensive Plan. We have copies of the Facebook and the water bill responses to the surveys. For the next meeting, Ms. Stacey will prepare all the information in one matrix, organizing the information. We also discussed the review of the zoning for all properties. When updating the Comprehensive Plan, we will also change any zoning the commission deems necessary.
4. Permits: The team reviewed a permit and signed off on it for a property on Main Street, moving of a shed and driveway extension. The Permit Process developed by Town Manager and P&Z was reviewed and discussed.
5. Next Meeting is December 14, 2021.

### **Ordinances /Resolutions:**

**EMERGENCY ORDINANCE 2021-O-5** AN ORDINANCE OF THE TOWN COMMISSIONERS FOR THE TOWN OF PRESTON, MARYLAND (“THE COMMISSIONERS”), AUTHORIZING THE TRANSFER OF CERTAIN REAL PROPERTY LOCATED AT 172 MAIN STREET, PRESTON, MARYLAND

WHEREAS, the Town of Preston, by the Town Commissioners for the Town of Preston, is authorized by Maryland Annotated Code, Local Government Article, Section 5-204(c)(3), as well as Article VIII, Section 801 of the Preston Town Charter to pass such ordinances authorizing the sale or transfer of real property when no longer needed for public use; and

WHEREAS, the Town Commissioners for the Town of Preston has determined that certain real property located at 172 Main Street, Preston, Maryland which is identified as Parcel Number 0135 on Caroline County Tax Map Number 0600 is no longer needed for the public use and it is in the public interest to convey the property to and

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSIONERS FOR THE TOWN OF PRESTON AS FOLLOWS:

Section 1. That the Town Manager of Preston is hereby authorized to execute any and all documents necessary to sell certain real property located at 172 Main Street, Preston, Maryland for a price of \$75,000.00.

Section 2. In accordance with Article VIII, Sections 801 of the Charter of the Town of Preston, this Ordinance shall become effective at the expiration of twenty-one (21) calendar days following approval by the Commissioners of Preston.

ORDAINED, APPROVED, AND PASSED by the Town Commissioners for the Town of Preston on this 6<sup>th</sup> day of December, 2021.

### **New Business**

- Comm. Winston made a motion to approve Ordinance 2021-O-5; Comm. Anderson seconded the motion. All approved.
  
- Comm. Anderson made a motion to approve the bills for NOVEMBER 2021; Comm. Winston seconded the motion. All approved.

-Comm. Anderson made a motion to cancel the December 27<sup>th</sup> Meeting Workshop due to the Holidays; Comm. Winston seconded the motion. All approved.

Comm. Anderson made a motion to adjourn the meeting at 7:16 pm; Comm. Winston seconded the motion, all approved.

The meeting adjourned at 7:16pm.

Respectfully Submitted by: Amber Korell