

**Town of Preston
105 Back Landing Road
Regular Meeting 7pm.
November 2022**

Attendees: Savannah Winston, Nelson Anderson, Douglas VanDerveer, Robert Stacey, Gary Waltemeyer

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

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

Police Report for October 2022

118 hours assigned with a total of 24 assignments

- 203 Calls for service
- 1 Reports taken
- 60 Traffic Stops
- 90 Traffic Violations
- 0 Arrest

Public Works Report –

- pumped 1,609,100 gallons of water
- discharged 1,194,744 gallons of wastewater
- removed the purple lights at the welcome signs and reinstalled the regular lights.
- removed an indoor meter from 3694 Choptank Rd. and installed it in a pit near the railroad tracks.
- hailed two loads of millings to railroad ave and spread them out to help with the repair of the road. We also scraped and graded the road to the sewer plant.
- resecured a decanter at the sewer plant after a clevis that was anchoring it to the floating dock fell off.
- also flexed all the aeration boxes at the sewer plant 4 times. (Once a week).
- installed a meter and pit outside of 243 Main St. We also removed the meter that was inside.
- repaired a leaking valve at Chambers and Mill St.
- repaired a water leak at 3656 Choptank Rd.
- repaired a water leak at 243 Main St.
- hailed asphalt and concrete to the recycle yard.
- repaired leaks in the holding tank of the sewer machine.
- serviced the town truck
- also cut grass and sprayed weeds

Administrative Report – Amber Korell

- **WWTP:**
 - Worked with Prostart, MDE, and GMB
 - Sewer Evaluation Project: the manhole inspection is complete; report was given at the last meeting. The bid for the CCTV of our sewer lines has been sent to advertisement and bids due November 22, 2022
 - Once AFP #32 the Final Pay App from JCC is approved; we will submit to MDE for final reimb. and close this project.

- **Town Hall:**
 - Code Clerk inspected properties and sent out violation notices
 - Rental inspections continue to be completed as scheduled and past due notices were mailed to landlords whom we haven't heard from
 - We worked with ASG and UHY in preparation for our FY22 Audit; once we have the numbers for final reimbursement on the WWTP they will schedule field review. We have a filing extension until 1-31-2023.
 - T-Mobile: The welding install was complete mid October and we have not heard when they will be back to install the antennas.
 - TM attended the 2nd Local Emergency Planning Committee; we will meet again in the early new year then meet quarterly going forward as we work on the county's emergency response plan.
 - TM attended the last 2 of the 4 training sessions with Small Systems Drinking and Wastewater Cohort
 - We continue to work with Caroline County Arts Council on Grant Funds available for Visible Art Projects
 - Completed the update of our Employee Health Benefits for 2023; we had one dependent change and a new enrollment in dental
 - Filed quarterly Federal and State of MD tax reports
 - We processed penalties' and mailed out past due water-sewer bills
- **Planning and Zoning**
 - Reviewed and Issued Building Permits
 - Attended their October 11th meeting where they discussed pending building permits submitted
 - We will need to assemble a Board of Appeals board for an application that has been submitted for a lot line setback variance. We have two members who have filed and need one more member before we can schedule a public hearing.
- **Parks and Recreation**
 - October 15th The Town held our 1st Hallow Daze Event, we had Jazzy Ed Sponsored by Caroline County Council of Arts, over 20 vendors and a costume contest at our park. We had a very well attended event and I'm excited to work on adding more activities to next year's event.
 - Still waiting on our two swinging benches then we will have completed all our projects for the 2023 CPP Grant and can send in for reimbursement
 - Worked with Shore Rivers- Will and Katie on MDE stormwater management review and sediment erosion control permits for the Green Park Grant

Planning and Zoning -

Date: October 10, 2022

1. Review of Permits

Planning & Zoning met and reviewed three permit applications. A pole barn application for 129 Maple Avenue, a concrete pad for 108 Carolyn Court, and a deck with covered porch for 208 Main Street.

2. Comprehensive Plan: P&Z is continuing review of the Comprehensive Plan.

New Business

-Comm. Winston made a motion to approve Resolution **2022-R-3 National Hunger and Homelessness Awareness Week**; Comm. Stacey seconded the motion. All approved.

-Comm. Waltemeyer made a motion to approve the bills for OCT. 2022; Comm. Stacey seconded the motion. All approved.

-Comm. Winston made a motion to authorized a budget of up to \$2,000 on Christmas lights/displays for 12-3-2022 event; Comm. Anderson seconded the motion. All Approved.

-Comm. Anderson made a motion to approve JCC Final Pay App in the amount of \$93,000.15; Comm. Winston seconded the motion. All approved.

-Comm. Anderson made a motion to approve I&I CCTV Project Draft RFP; Comm. Winston seconded the motion. All approved.

-Comm. Anderson made a motion to Cancel the Dec. 26th workshop meeting due to the holidays and Postpone the Jan. 2nd regular meeting to Monday Jan. 9th 2023; Comm. Winston seconded the motion. All approved.

-Desirae Motley nursery school director at Lutheran Immanuel Church requests if the Town could post a School Zone sign on Williamson Street to help with the speeding vehicles from Backlanding to the Lions Club driveway. The Commissioners will discuss this at the November workshop.

-Mr. Winters from 129 Maple Avenue introduced himself and explained he submitted permit needing a Board of Appeals hearing for a setback variance.

-Mr. Dukes from the PVFC stated they will be holding a Breakfast with Santa at the Fire Hall the second Sunday of December, and their monthly breakfast is back INDOORS.

-Comm. Anderson made a motion to adjourn the meeting at 7:30pm; Comm. Winston seconded the motion. All approved.

The meeting adjourned at 7:30pm.

Respectfully Submitted by: Amber Korell