

**Town of Preston  
105 Back Landing Road  
Regular Meeting 7pm.  
April 4, 2022**

**Attendees:** Nelson Anderson, Savannah Winston, Gary Waltemeyer, Douglas VanDerveer

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. Winston and unanimously approved.

**Police Report for April 2022**

135 hours assigned with a total of 27 assignments

- 216 Calls for service
- 2 Reports taken
- 79 Traffic Stops
- 110 Traffic Violations
- 0 Arrest

**Public Works Report – Dale Whitley**

We pumped 1,565,200 gallons of water

We discharged 1,371,906 gallons of wastewater

We pumped down the contact chamber at the sewer plant. This included pumping all sludge to the storage lagoon at the beginning of the plant. We also pressure washed the sides and swept the bottom.

We installed a new air dryer at the sewer plant

We replaced a thermostat at the public works shop.

We also installed a 240-volt plug at the shop to run the new air compressor. We also wired a new cord for the compressor and it is now in service.

We had a water complaint at the apartment building on Chambers St. The complaint was for low water pressure. We tested every hose bib on the outside of the building and found that they all consistently measured 50 psi.

We checked the water tower, which is located in the backyard of the apartment building, and we had 54 psi there. We told the owner our findings are normal for the town of Preston and there may be an internal issue with the water pressure.

We had a sewer complaint on Main St. We checked the sewer mains and they were clear and flowing. The homeowner had a plumber come out and clear the sewer lateral from the home to the street.

We removed some old wiring from the old police station and installed new data cable so we could use our computers and phone in the public works office.

We repaired the tic tac toe board at the playground when some bolts came loose.

We repaired a gate in the back fence line at the park. Someone had pried it off the hinges.

We also cleaned and mulched leaves that had built up by the fence.

We cleaned out some items from the shop that weren't being used and took them to be auctioned off at the yearly farm auction.

We scraped and graded Railroad Ave. We also added 2 tons of millings.

We helped with an inspection for rentals on Main St.

We repaired a water leak on Noble Ave.

We also read all the meters in town.

### **Administrative Report – Amber Korell**

- **WWTP:**
  - Worked with Prostart, MDE, and GMB on our WWTP
  - MDE Compliance Inspector did a field inspection on 3-30-22; Commissioners received a copy of the report via email.
  - GMB sent the RFP bids for the installation of our Composite Sampler to MDE; they approved the low bid; project was awarded to Bilbrough's Electric.
    - Composite Sampler isn't expected to ship until August 25<sup>th</sup>
    - MDE compliance suggested we rent or borrow a spare CS from a local municipality or have our current one with Envirocorp flow paced
    - Bilbrough's should be contacting with me this week to set up installation of concrete pad and electric for the CS
- **Town Hall:**
  - The Town and our Codes Officer inspected properties and sent out violation notices and failure to get permit letters. Town issued violation letters will now come with a photo of said violation so there isn't any discrepancy as to the issue.
  - PW and Amber conducted our first rental inspection at 207 and 209 Main Street, both units passed and were issued a rental license. A copy of the application, lead certificate, and property inspection report are on file for each unit.
  - ALL Business Licenses have been paid for and obtained!!!
  - T-Mobile: SC has approved the plans; SC extended their proposal price to April 10<sup>th</sup>; awaiting T-Mobile's approval
    - Lease Draft has been received, there has not been any discussion or questions
  - The "Legacy Creative Arts and Athletics Scholarship Program" applications are due by April 15<sup>th</sup> @ 3pm; we currently have two applicants and up to \$900 in donations; our goal is \$1,500. Donations must be collected by May 1, 2022. Applications are available at Town Hall, CRHS, CCTC or by email.
  - Happy TWO YEAR Anniversary to our Town Clerk Sandra McD-Gondeck!!
  - Updated the Town Charter with ordinance amendments approved since 2012-2022; plan to work on the Town Code next (last update 2001).
  - Met with Mike from Sustainable Maryland and our Green Team to discuss items for our Action Plan to become certified
  - Met with Mr. Harris and Mr. Prettyman about the Preston Observatory Project

- Planned a Caroline County “Meet the Candidates” night at the PVFC April 19<sup>th</sup> and 26<sup>th</sup> at 6pm
- **Planning and Zoning**
  - Worked with MDIA and Issued Building Permits
  - Planning and Zoning continue to work on the Comp. Plan Update
  - Completed the MDP Annual Report of building permits, which we had 0 this year
- **Parks and Recreation**
  - Been working on the next lineup of events at the park to apply for the Caroline County Council of Arts Grant Application again. This will cover the schedule of events from July to October.
  - Our 1<sup>st</sup> Pop Up Vendors Market of the year is April 16<sup>th</sup> 9-1
  - Town Beautification Day April 16<sup>th</sup> 10-12 Town Hall flower garden Dedication to “Peggy Wright” from the Preston Community Club.

**Planning and Zoning – Rose Marie Stacey- Meeting Minutes-Date: March 8, 2022**

**1. Code Violation/Complaint Form: Reference 107 Maple Avenue**

A Code Violation/Complaint form was filed with Planning & Zoning from the resident of 208 Main Street. The complaint was of untagged, obviously inoperable cars in the back yard with trash, pieces of car parts, tarps, plastic containers, etc. Since there is an existing drainage problem between the two yards with rain, the resident fears seepage of oil, antifreeze and residual gasoline into the ground. Also, there has been siting of numerous skunks, snakes and other wild animals.

Planning & Zoning is working with the Town Manager to prepare a letter to the owner of the property to begin the code violation process for 107 Maple Avenue.

**2. 230 Main Street:** P&Z reviewed plans and signed off on a permit application for decking around an above ground pool.

**3. Comprehensive Plan:** P&Z is initiating review of first Section of the Comprehensive Plan.

**4. Next Meeting:** April 5, 2022, at 7:00 p.m.

**New Business**

- Comm. Winston made a motion to approve the bills for March 2022; Comm. Anderson seconded the motion. All approved.

- Comm. Anderson made a motion to approve Ordinance “2022-O-2 Special Events Permit”; Comm. Winston seconded the motion. All approved.

- Comm. Anderson made a motion to award the On-Call Engineering Bid to GMB, due to their fixed hourly rates being the lowest; Comm. Waltemeyer seconded the motion. All approved.

- Comm. Waltemeyer made a motion to go into Closed Session to discuss personnel matters that affects one or more specific individuals; Comm. Winston seconded the motion. All approved.

7:16pm Break

-Comm. Waltemeyer made a motion to close the closed session @ 8:07pm, open the open session, Comm. Winston seconded the motion; all approved. Comm. VanDerveer stated the Council needed to discuss personnel matters. A decision was made in regard to FY22-23 Employee Raises.

The meeting adjourned at 8:08pm.

Respectfully Submitted by: Amber Korell