

**Town of Preston
105 Back Landing Road
Regular Meeting 7pm.
September 12, 2022**

Attendees: Savannah Winston, Nelson Anderson, Douglas VanDerveer

The regular meeting was called to order by Commissioner VanDerveer 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 August 2022

115 hours assigned with a total of 26 assignments

- 183 Calls for service
- 2 Reports taken
- 78 Traffic Stops
- 106 Traffic Violations
- 1 Arrest

Public Works Report –

- pumped 2,257,600 gallons of water
- discharged 1,094,285 gallons of wastewater
- pressure washed the gazebo at the playground and at the memorial garden.
- removed the old parking bumpers at the park and installed new ones. These are secured to the pavement with rebar.
- installed a bike rack at the park.
- pulled and cleaned the reject pumps at the sewer plant.
- also pumped down and pressure washed the discharge tank at the sewer plant twice.
- pumped down and pressure washed the wier at the sewer plant.
- removed the mixer in the anoxic tank at the sewer plant when it quit working. It is currently in the shop being rebuilt. It should be done by the end of the month. We got a loaner from prostart, and it only lasted two weeks. We are currently using sewage pumps to stir the mixliquo (raw wastewater and activated sludge in the treatment process) in the anoxic tank.
- floated all aeration chains at the aeration basin at the sewer plant when the sleeves on the aeration tubes became clogged with sludge. We will start doing this on a regular basis to keep them clean.
- cleaned the process water pumps at the sewer plant when the water volume diminished at the screen room.
- had to replace a float at the tidewater pump station when it failed one night. We still had issues and had to get an electrician to check all voltage to the panel and the relays in the panel. He did find some bleed over voltage and swapped some relays and now we seem to be okay.
- repaired the town mower when one of the mower deck spindles failed. We will replace the other two this winter.
- watered trees, plants and sod that was put down last month.
- cut grass and sprayed weeds all month.

Administrative Report – Amber Korell

- WWTP:

- Worked with Prostart, MDE, and GMB
- Prostart has been communicating more effectively with our Public Works crew since our last meeting.
- The Dale and Jimmy continue to work towards becoming a licensed 5A WWTP Operator.
- Hach Service Contract: Unfortunately, there is a 3,000 minimum for a field service engineer to visit your site. The onsite proposal price is 819 and they would have to add 2,181 to that amount for the minimum of 3,000. They asked if we had any other instruments that need serviced; we have the DR 3900 and we need a new colored meter; so, they are getting us a price for all.
- **Town Hall:**
 - Code Clerk inspected properties and sent out violation notices. Sandy has been doing a Town wide survey of pools/ladders/barriers and permits to ensure all are permitted and approved by Town and MDIA.
 - MDIA will now also sign off on our above ground pool permits to ensure they have the correct bonding and pool barrier; we will need to raise the permit fee to cover the MDIA expense which would bring it to \$100 same as inground pool permit fees.
 - Worked with Dept. of Benefits Management on a questionnaire about our health insurance benefits as they are preparing to go digital like the retirement agency has done this past year.
 - Worked with ASG and UHY in preparation for our Audit the end of Sept.
 - T-Mobile: SC will be out the week of Sept. 19th to start the welding install
 - Amber received a scholarship and was enrolled into University of Baltimore Certified Public Manager Program for FY22-23. She will be attending weeklong sessions once every other month and a leadership luncheon on the opposite months. Graduation will be in June 2023. Special Thank you to our Commissioners for allowing me to participate!!
 - Amber registered to attend: Small Systems Drinking and Wastewater Cohort training program which will be a combination of virtual meetings, live speakers, peer-to-peer discussion, and asynchronous sessions. Based on the topics you indicated on your registration forms, we have narrowed the topics down to these 4:
 - Access to funding sources 9-13
 - Green Asset Management: Incorporating Green and Natural Assets 9-27
 - Strategic Planning for Small Water Systems 10-11
 - How to Attract and Retain Talent at Your System 10-25
- **Planning and Zoning**
 - Worked with MDIA and Issued Building Permits
- **Parks and Recreation**
 - Began work in the Park to complete our projects awarded in the 2023 CPP Grant
 - Worked with Shore Rivers- Will and Katie as they surveyed the park for the Green Grant
 - August 13th, we held our 2nd Annual SUMMERDAZE from 9-5pm; Very well turn out from vendors and participants. We are excited to start planning next years event!
 - August 20th Vintage Blue Concert in the Park from 6-8pm; The Red Shef was on sit

Planning and Zoning – No Report

New Business

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

-Commissioners decided to table

-Comm. Anderson made a motion to approve purchasing WWTP Oxygen Sensor from Instrumart in the amount of \$3,022.77; Comm. Winston seconded the motion. All approved.

-Comm. Anderson made a motion to approve the JCC Change Order #7 (Final CO) in the amount of \$9,867.93 Comm. Winston seconded the motion. All approved.

-Comm. Winston made a motion to adjourn the meeting at 7:15pm; Comm. Anderson seconded the motion. All approved.

The meeting adjourned at 7:15pm.

Respectfully Submitted by: Amber Korell