

**Town of Preston
105 Back Landing Road
Regular Meeting 7pm.
May 1, 2023**

Attendees: Douglas VanDerveer, Gary Waltemeyer, Savannah Winston, Rich Petroske, Steve Hildenbrand

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

Comm. VanDerveer made a motion to for Comm. Winston to be Council President; Comm. Petroske seconded the motion; Comm. Waltemeyer and Comm. Hildenbrand nay the motion; 3-2 motion approved: President is Savannah Winston

Comm. Winston made a motion to for Comm. VanDerveer to be Council -Vice President; Comm. Petroske seconded the motion; All approved motion approved: Vice President is Douglas VanDerveer.

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

Police Report for April 2023- Sgt. Baker

10 hours assigned with a total of 24 assignments

- 250 Calls for service
- 8 Reports taken
- 89 Traffic Stops
- 127 Traffic Violations
- 4 Arrest

Public Works Report – Dale Whitley

We pumped 1,629,400 gallons of water.

We replaced 3 meters that had quit working.

We also monitored a meter on Main St for a possible leak after the customer received an unusually high, water bill. We found there was no leak.

We removed an old meter, pit, cover and the yoke from a demolished building on Fooks Ave.

We turned water on at the little league and at 203 Main St.

We installed belts and a pivot bushing on the exmark mower.

We installed new blades on the Kubota mower.

We did a yard repair to an empty lot on Lednum Ave. after the owner saw our sewer cleaning crew parked there.

We did a yard repair at the retention pond by the post office. This was caused by us in December when we were pulling pumps at the station with the backhoe on wet ground.

We spread mulch at the memorial area at the park and around the bushes and sign at town hall. We also spread the remaining mulch at the playground.

We also cleaned the playground equipment that was damaged by graffiti.

We have been busy with the sewer cleaning crew all month. We had to dig up a sewer main on Railroad Ave. when the jetter nozzle became stuck in the line. This was quite a project because of the size of the hole 25' x 10', and the time of day. (After hours).

We have also had to install gaskets and silencers on 4 manhole covers when they were removed for cleaning.

We also provided traffic control 3 times for the cleaning crew.

We met T-Mobile at the water tower so they could power up a metering device. They still haven't returned to install the antennae.

We also cut grass and sprayed weeds all month.

Administrative Report – Amber Korell

- **WWTP:**
 - Sewer Evaluation Project: Reybold has been on site since mid march; Public Works has been assisting them when needed. There have been areas of heavy cleaning due to tree roots. Reybold should be finished up by end of the week.
 - Prostart created a plan for the WWTP aeration basin issue; GMB submitted the plan to MDE for review.
 - The Town is due to deliver a corrective plan to MDE by mid May
 - TM met with GMB to discuss our sewer capacity and what availability our WWTP currently has; there have been requests for additional allocations at properties with one connection already. TM is to meet with a GMB specializing in this field on May 2nd
- **Town Hall:**
 - Code Clerk inspected properties and sent out violation notices
 - TM attended LGIT Annual Renewal Conference in Cambridge MD
 - TMOBILE- Poured the concrete pad and installed fencing
 - Prepared and held Town Elections for 2023; we had a total of 48 voters this year out of 518 registered.
 - Town clerk attended the State of MD Pre-Retirement Planning seminar in Salisbury
 - Comm. Anderson and Comm. Winston attended the Legislative Breakfast
 - We had SEVEN applications submitted for the TOP/LCAA Scholarship; the winner will be announced at the Award Ceremony on May 24th at 6pm. Awardee will be invited to our next regular meeting for Town recognition.
- **Planning and Zoning**
 - Reviewed and Issued Building Permits
 - 1 Open volunteer position for PZ Board Member; this will be put out in a public notice until filled. If anyone is interested, please contact Town Hall for an application.
- **Parks and Recreation**

- CPP grant: A full final reimbursement request of \$18,200.00 was submitted; once processed, reimbursement funds will be issued to the Town.
- SPRINGDAZE May 20 12-4pm
 - Has over 55 vendors booked
 - Amber is working on the park map and has contacted all vendors confirming their space
 - Event Advertisements have been submitted to Caroline Review, Tourism Office and the Chamber of Commerce
- Mikes Liquors Mural:
 - The County Planning Grant was approved and the Town has submitted for their mini grant in the amount of \$3,000 for our first Public Art Project.
 - A draft RFP Call for Artists has been designed and will be put in the paper once the Town is issued the CCCA Grant funds
- Meditation Wall:
 - We have submitted the MD State Arts Council -Public Art grant in the amount of \$47,316.00

Planning and Zoning –Meeting Minutes Date: April 11, 2023

Present: Sharon Gutz, Steve Hildenbrand, David Casey, Karin Packard, Town Manager Amber Korell

1. **162 Main Street-** Request for re-zoning will be recommended to the Town Council to approve and proceed with the process
2. **298 Tidewater Fence Permit:** Permit approved
3. **213 Main Street Gazebo-** Permit approved
4. **202 Apple Lane Pool Fence Permit:** Approved but asked Town Hall to check the square foot of the pool itself and ensure setbacks are correct
5. **132 Maple Garage Permit:** Permit approved
6. Open PZ Board Member position will be advertised until filled

Code Enforcement Report – Amber Korell Report on file at Town Hall

ORDINANCE/ RESOLUTIONS

2023-R-1: FY 23-24 WS Rate Increase
1st Reading: Comm. VanDerveer 5-1-2023

2023-O-1: FY 23-24 Proposed Budget
1st Reading: Comm. VanDerveer 5-1-2023

New Business

- Comm. Waltemeyer made a motion to approve the bills for April 2023; Comm. VanDerveer seconded the motion. All approved.
- AECOM Operational Support Invoice was tabled until the next workshop when our attorney will be present for advice
- Comm. Waltemeyer made a motion to approve the Reybold Construction CCTV Invoice in the amount of \$26,044.64; Comm. VanDerveer seconded the motion. All Approved.

- Comm. VanDerveer made a motion to approve the BDK quote to update the Public Works computers in the amount of \$2,240.00; Comm. Waltemeyer seconded the motion. All approved.
 - Comm. VanDerveer made a motion approve Planning and Zoning map amendment recommendation; Comm Petroske seconded the motion. All approved.
 - Comm. VanDerveer made a motion to approve the Employee Handbook 2023 Update effective July 1, 2023; Comm. Waltemeyer seconded the motion. All approved.
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- Joel Butler 160 Main Street

Mr. Butler addressed the council for the need to change and update our current Town Code on the website

- Bill Willis 136 Main Street

Mr. Willis addressed the council about a large brush pile in town limits that is against Town Code. Willis sent the commissioners an email and gave them a copy of that email at the meeting with a picture of the code issue.

- Janice _____ 101 Carolin Court

Mrs. Janice addressed the council about speeding on Harmony Road turning off of Main Street.

- Russel Dukes P.V.F.C

Mr. Dukes stated again the need to address the SHA about parking along the road and issues it creates for the equipment to have safe passage.

- Comm. Hildenbrand made a motion to adjourn the meeting; Comm. Petroske seconded. All approved.

The meeting adjourned at 8:05pm.

Respectfully Submitted by: Amber Korell