

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

Commissioner Attendees: Douglas VanDerveer, Savannah Winston, Rich Petroske, Steve Hildenbrand, Janice Isenberg

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

Meeting minutes from July 3, 2023 were approved as submitted.

Police Report for July 2023- Sheriff Baker

117 hours assigned with a total of 25 assignments

- 298 Calls for service
- 8 Reports taken
- 66 Traffic Stops
- 101 Traffic Violations
- 1 Arrest

Public Works Report – Dale Whitley

We pumped 2,192,900 gallons of water

We repaired two chlorine leaks at the water plant. While both leaks were minor, they required a lot of follow up to insure we had adequate chlorine residuals throughout the towns water distribution system. This included flushing hydrants at all dead end streets of the system to make sure we had enough chlorine at all areas of town.

We replaced the frost proof hydrant at the park when it started leaking. Just in time for one of our concerts.

We pressure washed the park bathroom. We also installed a mirror, double roll toilet paper holder, changing table and a new larger trash can.

We removed and unclogged both pumps at the Fooks Ave. pump station.

We cleaned and painted several hydrants in town.

We sprayed weeds on town streets. This included Tidewater, Chambers, Apple and Noble. We also sprayed the rocks around the lagoon.

We repaired a water leak on Choptank Rd.

We cleaned up storm damage at the park.

We also trimmed trees at the park as part of a project to get 5' of clearance from the branches to the ground.

We also cut grass all month

Administrative Report – Amber Korell

- **WWTP:**
 - Sewer Evaluation Project: Reybold has completed the CCTV project and GMB is reviewing all data collected

- AECOM will be attending the August workshop with a presentation on their operational support
- Prostart and BioWorks had a training session earlier this month and since Prostart has begun the plant operation per design suggestion. Time will tell if our Plant will operate without issues.
- **Town Hall:**
 - Codes Clerk inspected properties and sent out violation notices
 - July 13th TM attended a Graduation Luncheon for her CPM
 - Preston Connects Initiative continues to move forward with next steps to establish a schedule.
 - We closed out FY22/23 and have started the audit preparation with UHY
 - TM attended CC Hazard Mitigation Meeting on July 19th
 - Town Special Election was held July 24th ; congrats to Janice Isenberg our newly elected Commissioner
 - July 27th TM met with General Codes in regards to our Town Code update/codification and they plan to attend our August workshop meeting with a presentation
- **Planning and Zoning**
 - Held a meeting on July 11th
 - Reviewed and Issued Building Permits
 - We now have a large Zoning Map with an address overlay; compliments of Caroline County Planning and Codes
- **Parks and Recreation**
 - Community Parks and Playgrounds Grant Application is due August 23rd
 - TM is working on gathering all quotes and designs for the application
 - TM met with Shore Rivers about our CBT Green Grant application for James T. Wright Memorial Park. The Park Meadows Project has been put to BID, we had a pre bid meeting last Thursday in Oxford. This project will be completely funded, and Phase 1 of the Construction Schedule will begin Sept. 2nd.
 - Concert In the Parks Mini Grant application with CCCA was approved!
 - Reagan Kent Local Vocalist and the Jones Boys had their Concert's in the Park; the Jones Boys filled the park yet again!
 - The Southbound band Concert for July 29th was re- scheduled to October 14th
 - SUMMERDAZE Saturday August 12th from 12-4. We still need volunteers for the arts and craft table located in the Commissioners Meeting Room.
 - Mikes Liquors Mural:
 - A draft RFP Call for Artists is being reviewed by CCCA
 - Planning Grant was approved and funds have been issued from CCCA!
 - Meditation Wall:
 - A draft RFP Call for Artist is being reviewed by CCCA
 - Planning Grant was approved and funds have been issued from CCCA!
 - We will apply for the MD State Arts Council -Public Art Grant for the Meditation Wall in October 2023.

Planning and Zoning –

Meeting Minutes July 11, 2023

Present: Sharon Gutz, Karin Packard, Janice Isenberg, Amber Korell

1. 406 Linchester Road Fence Permit APPROVED
2. 108 Chambers Street Fence/Pool Permit APPROVED
3. 109 Chambers Pool/Deck Permit APPROVED
4. 109 Williamson Street Handicap Ramp Permit APPROVED
5. 402 Linchester Road Fence Permit APPROVED
6. 132 Maple Accessory Building/Fence Permit APPROVED pending MDIA approval
7. Comprehensive Plan 20 Year Update- table until next meeting, discussion about inviting MDP to our meeting to help with Comp. Plan.
8. Amber mentioned getting in touch with County PZ to get a large scale copy of the Zoning Map with an address overlay to hang on the wall in the meeting room. This would aide as a visual during discussion of properties and permits.

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

ORDINANCE/ RESOLUTIONS-

Resolution 2023-R-2 Amending Budget FY23-24

Read by Comm. VanDerveer

Resolution 2023-R-3 Schedule of Fee's Update

Read by Comm. Petroske

Resolution 2023-R-4 Amending Town Code Chapter 6 Article III Purchases and Contracts

Read by Comm. Isenberg

Typos were found and needs to be re -read at the next meeting

New Business

Comm. VanDerveer made a motion to approve the bills for July 2023; Comm. Petroske seconded the motion. All approved.

Comm. VanDerveer made a motion to approve the Town Proclamation Procedure; Comm. Petroske seconded the motion. All approved.

Comm. Petroske made a motion to approve Resolution 2023-R-2 Amending Budget FY23-24; Comm. Vanderveer seconded the motion. Comm. Hildenbrand votes Nay, Comm. Isenberg and Winston vote YAY. Majority rule motion approved.

Comm. VanDerveer made a motion to approve Resolution 2023-R-3 Schedule of Fee's Update, Comm. Isenberg seconded the motion. All approved.

Comm. VanDerveer made a motion to approve Employee Handbook Vacation Correction, Comm. Petroske seconded the motion. All Approved.

Public Comment- none

-Comm. VanDerveer made a motion to adjourn the meeting at 7:40pm; Comm. Petroske seconded. All approved.

The meeting adjourned at 7:40pm.

Respectfully Submitted by: Amber Korell