

**Regular Meeting  
Town of Preston  
July 11, 2011**

The regular meeting was called to order by Commissioner Gary Waltemeyer at 7:00 p.m. Also present were Commissioners Doug VanDerveer, Nelson Anderson and Kathleen Barry, and Kim Gadow.

Attendance: Michelle Barry, Steve Hildenbrand, Bob Lorenz, Charles C. Miller, Donald Willoughby, Lt. Steve Elliott, M.S.P., Caroline County Sheriff Randy Bounds, Lt. Ron Dixon and Lt. Donald Baker of the Caroline County Sheriff's Office, Sgt. Tom Rice, Abby Andrews of the Times-Record and Attorney Walter Palmer.

Doug made a motion to approve the minutes of the previous meeting as submitted, seconded by Nelson and unanimously carried.

Gary introduced Caroline County Sheriff Randy Bounds and he discussed how the calls received are prioritized. He said he attends the Chief's meeting once a month and talks to Chief Trise and he has never had any problems with him. He discussed the incident that happened in Town when there were no Preston Police Dept. personnel on duty and it took a very long time for Caroline County to respond. He said crimes have increased substantially, including scrap metal thefts and calls for service are up 16%. Questions were then taken from the floor.

**Public Works Report:** Commissioner Anderson read the Public Works report submitted by Dale Whitley, who said he:

- repaired a leak on the diffuser at the sewer plant
- replaced a damaged curb box and repaired a water leak on Main St.
- dug up and removed an abandoned curb box on Main St.
- laid out a pattern and painted lines in the parking lot of Town Hall and hung up a handicap parking sign and two police parking signs.
- handled two water pressure complaints: removed the meters, checked the pressure and found both residences had over 50 psi and a flow of 7.5 gallons per minute, which is considered above normal.
- cut out a handicap access in the border surrounding the playground to make it wheelchair accessible
- filled in a small sinkhole reported at the park
- installed street signs at Sunset and Main, Lednum and Main, and Harmony and Main
- flushed hydrants on Sunset Blvd. and the west end of Main St.
- scraped and graded a dirt road in Town for the carnival and put steel plates over the storm drain in the parking lot of the carnival
- cleaned up branches left by a storm and cut some off of phone lines
- came in one night to help Bramble construction relocate a fire hydrant at Main and Maple and the water was only off for 2.5 hours
- went to class in Denton to re-certify our state license to take water samples, which is good for three years
- cut grass, weed eating, spraying weeds in Town, at the park and lagoon and sewer plant
- read every meter in Town for the quarterly bills

**Police Dept. Report:** Tom Rice gave the Police Department report for June:

- 4 arrests
- 38 citations issued
- 27 calls for service

**Administrative Report:** Kim submitted the following report for June:

- processed accounts receivables
- reconciled monthly bank statements
- responded to phone/visitor inquiries
- processed building permits
- issued boat permits for Caroline County
- sent out violation notices for Cary Malkus
- processed mail daily

- calculated and mailed corporate tax bills

- processed and mailed invoices
- processed and made deposits
- processed payroll
- sent Maryland State Retirement Administration biweekly reports
- sworn in as Notary
- attended Maryland Municipal League convention
- contacted Key One to work on meeting room door
- completed quarterly newsletter
- met with accountant re: corrections/year end entries

**Ordinances:** Gary said the Grass cutting Ordinance did not have to be read again, just voted on, except for the change. Doug explained the Ordinance #52611-Ordinance to Amend Existing Ordinance “Control of Weeds, Grass and Littering”, Section 5.3.3 of Chapter 5, Article 111, which basically increases the allowable height of grass and weeds from 6” to 8”. A motion to accept the Ordinance was made by Nelson, seconded by Doug and unanimously approved.

**Unfinished Business:** Commissioner Waltemeyer mentioned the fire company filling pools outside of town limits. He said this issue was previously discussed and Doug made a motion to inform the fire company not to fill any pools in or out of town with town water, seconded by Nelson, unanimously approved.

- Gary also advised he received an e-mail about the police protection for the carnival. He does not feel a letter should be sent at this time advising the town will not pay for the police protection, as there may be enough money to pay it next year. Gary made a motion not to send the letter at this time and to hold off until the Commission is ready to take action to decide whether or not to pay for the police protection for the carnival, seconded by Kathleen. Doug said he thought we should notify them now that the town may not pay for the police protection, or at least as soon as possible, so they can put it in their budget. Kathleen said she was against sending a letter now. Nelson read from June’s meeting where a motion was carried to not pay for the police protection for the carnival, for \$5,000.00. Gary’s motion failed due to a lack of majority vote. A motion was made by Kathleen to table the issue until the work session, seconded by Nelson, unanimously approved.
- Gary introduced Chase C. Miller, a boy scout. Doug explained that in order to receive one of his badge’s, he must attend a public meeting.

**New Business:** Nelson made a motion to pay the June, 2011 bills as submitted, seconded by Doug and unanimously approved.

- Gary then mentioned a review of the selling price for the old Town Hall. He said there is paperwork from Benson and Mangold at 7%, Deanna Dietrich of Coldwell, Banker 6%, and Barbara Nichols from Results Realty at 5-6%. Kim said a 30 day notice is required under the current contract with Benson & Mangold. Kathleen made a motion to send a letter to Benson & Mangold to terminate our contract with them, seconded by Nelson, unanimously approved. Gary said a decision has to be made on which realtor to go with and which rate Results Realty will charge. Doug suggested the matter be discussed at the next work session.
- Kathleen thanked Abby for inserting in the paper that the Town is looking for a grants administrator. She said Barbara Bennett volunteered to be a researcher and will go on line and check out everything for park grants; especially “Beautification of Main Street”, a historical museum, solar energy to reduce the Town’s electric bill for the Town complex.
- Kathleen also discussed extending the sidewalk from the bank to the corner of Backlanding Road. She said she called State Highway and they have a discretionary fund and all they need is the Town to send a letter requesting funding and information regarding retrofitting the sidewalk from Backlanding Road to the bank sidewalk so wheelchair residents can have safe access to the bank. The State said they cannot add it to the work they are currently doing because it is a contract already awarded. Gary asked Kim to draft a letter and Kathleen said she would give Kim all of the information.
- Kathleen said the Caroline County Library has been sending out invitations for a meeting next Monday on 7/18 to identify specific activities that they can assist in achieving our goals.

Doug made a motion to go into closed session, seconded by Kathleen, unanimously approved, to consult with counsel to obtain legal advice on a legal matter and discuss personnel matters. The closed meeting was adjourned at 10:00 p.m. and the commissioners had no report for the regular meeting.

**Meeting was adjourned** at 10:00 p.m. by motion made by Nelson, seconded by Doug and carried.

Respectfully submitted,

Fran Johnson

On July 11, 2011, at 8:15 p.m., Commissioners Gary Waltemeyer, Doug VanDerveer, Nelson Anderson and Kathleen Barry voted to hold a Special Meeting to consider a motion to go into an executive or closed meeting, under OMA Article 10-508(a)(1) and (7), to discuss personnel matters and obtain legal advice. All four Commissioners voted for closure. A closed meeting was held July 11, 2011 at the Preston Town Hall, from 8:15 p.m. to 10:00 p.m. Commissioners Gary Waltemeyer, Doug VanDerveer, Kathleen Barry and Nelson Anderson, and Kim Gadow and Walt Palmer were present. The meeting was closed under OMA Article 10.508(a)(1) and (7), to discuss personnel matters and obtain legal advice. The meeting was adjourned at 10:00 p.m.

On July 11, 2011, at 10:00 p.m., the Special meeting was reopened by Commissioners Gary Waltemeyer, Doug VanDerveer, Shane Dickinson, Kathleen Barry and Nelson Anderson, and the Special Meeting was adjourned at 10:00 p.m.