

**Regular Meeting
Town of Preston
September 6, 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, Shane Dickinson and Kathleen Barry, and Kim Gadow. Attendance: Doug Robinson, Fran Johnson, Donald Willoughby, Cpl. Tom Rice, Stephanie Dalton, Robin Wooters, and John Evans of the Times-Record.

Doug made a motion to approve the minutes of the previous meeting as printed, unanimously approved.

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

- 2 arrests
- 62 business checks
- 7 citations
- 32 calls for service

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

- pumped down chlorination tank, both contact chambers, dechlorination tank and discharge tank. All tanks were swept and scrubbed clean.
- made arrangements with ten houses in town to take samples for lead and copper in the water. The results were great and the levels of lead and copper in our water supply are extremely low.
- MDE did an inspection of our sewer plant and they found some minor discrepancies with the form currently being submitted. I completed the report on the new form and filed it. They also want us to start monitoring the amount of inflow to our lagoon. I have contacted them to either get a waiver or a solution to measure our inflow since we have no way of doing this at the present time.
- Chris removed some downed electrical lines on Main St.
- we had a complaint on Choptank Road, which is a dead end line, and we did find an old valve that we connect to and will put this valve on our regular flushing schedule to keep it fresh at that end of town.
- Bramble finished paving Main St. We found two valves that had been covered with blacktop and one manhole that had been covered up the last time they paved the street. This time, they did cover up another manhole and one valve on Main St. and blocked a storm drain. We talked to the State inspector and he had the storm drain unblocked but said the manhole and valve will have to be uncovered later.
- we checked all the water mains and our pumping stations after the earthquake and everything seemed o.k.
- used a generator to keep our sewer plant running during the hurricane and had honeydippers keep our pumping stations down until the power came back on. We also filled our water tower to the very top to have as much water on hand as possible. The power was out for about 15 hours.
- cut grass, weed eating, spraying weeds in Town, at the park and lagoon and sewer plant..

Administrative Report: Kim submitted the following report for August:

- processed accounts receivables
- processed accounts payables
- 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
- processed and mailed invoices
- researched and completed grant application
- processed and made deposits
- processed payroll
- sent Maryland State Retirement Administration biweekly reports
- issued dog licenses
- collected tickets and payments for crab raffle for Parks and Recreation
- Corresponded with S.H.A. representatives regarding the sidewalk request for MD 331 from Backlanding Road to the bank and parking on Maple Avenue

- prepared and mailed water cut-off notices
- contacted representative from S.H.A. regarding parking on Maple Ave.
- corresponded with and obtained contract from new realtor for listing of old Town Hall
- contacted and scheduled appointment with representatives from L/B Water Service Co.
- Corresponded with county regarding affects of earthquake
- corresponded with county regarding preparation and response to hurricane Irene
- called in street light outages

Unfinished Business: Commissioner Waltemeyer mentioned the State Highway letter regarding Payne Road. Kathleen said the Town requested a handicapped sidewalk from Tidewater Farms development down Payne Road to the Post Office and a sidewalk from Backlanding Road to the bank. She made a motion that the Town reply to the August 8th State Highway Administration’s letter including a thank you note. She then read the letter she composed to State Highway requesting the above two sidewalks, explaining it would be too costly for the Town to pursue retrofitting of Payne Road and also requested a new traffic volume study for Payne Road done by State Highway to determine if the right turn lane is justified. The motion was seconded by Nelson and unanimously carried.

New Business: Doug made a motion to pay the bills as submitted for August, seconded by Nelson, unanimously approved.

- Gary said the principal of the school asked why we are not letting the cars out. He said the School Board stated they were not worried about the buses in the morning, just the afternoon, and the Town decided to let the buses out since we are paying for the school crossing guard, and the parents are on their own as they are in the morning. Doug said it was decided at the original meeting that our only obligation was to cross the children, however, by agreeing to get the buses out we are going above our obligations and Mr. Jester said he was going to try to head it off from the back side to try to stop this and he doesn’t think a letter is necessary at this time. The crossing guard was told what his responsibilities are.
- Gary said the Town sent a letter to all the residents on Maple Avenue about no parking on Maple Avenue. We received 9 responses; 5 asked to keep parking, including 116 who has no place to park, so parking on Maple Avenue will remain.

ON AGENDA:

Gary said Doug Robinson, who owns Tattoo Bull’s on Main Street, is interested in perhaps purchasing our old Town Hall and he would like to speak. Doug Robinson introduced himself and said he has been in his current location for about four months and is doing great. He is looking for a permanent location, but to get a loan he has to produce 3 years of tax records and he has only been in business for 2 years. He said he would be interested in renting the old Town Hall for a year and then purchase the building outright from the Town for the asking price. He said he would like to pay \$500.00 to \$600.00 per month. Gary suggested the matter be discussed at the work session.

Robin Wooters said the bank pushed the emergency button Friday night and it took 20 minutes and they never saw a police officer.

Kathleen made a motion to go into closed session, seconded by Nelson, unanimously approved, to discuss personnel matters and the Commissioners had no report for the regular meeting due to the reason for the closed meeting.

Meeting was adjourned at 9:01 p.m. by motion made by Kathleen, seconded by Nelson and carried.

Respectfully submitted,

Fran Johnson

On September 6, 2011, at 7:28 p.m., Commissioners Gary Waltemeyer, Doug VanDerveer, Nelson Anderson, Shane Dickinson 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)(i)(ii), to discuss personnel matters. All five Commissioners voted for closure. A closed meeting was held September 6, 2011 at the Preston Town Hall, from 7:28 p.m. to 9:00 p.m. Commissioners Gary Waltemeyer, Doug VanDerveer, Shane Dickinson, Kathleen Barry and Nelson Anderson, and Kim Gadow and Tom Rice were present. The meeting was closed under OMA Article 10.508(a)(1)(i)(ii), to discuss personnel matters. The meeting was adjourned at 9:00 p.m.

On September 6, 2011, at 9:00 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 9:002 p.m.