

COUNCIL OF TRAPPE  
TRAPPE TOWN HALL  
JUNE 6, 2018

**Council of Trappe Meeting:** President Fegel called the regular meeting to order at 7:00 pm. Council members Nick Newnam, Tonya Pritchett, RD Diefenderfer and Walter Chase were present. Other attendees for the Town: Administrator Braband, Superintendent Callahan, Attorney Booth and Captain Mergenthaler from the Talbot County Sheriff's Department. Public attendees: Bobby & Shirley Quidas, Don English, Edgar Harrison and Chris Polk from the Star Democrat.

**Amendments to the Agenda:** No amendments to the agenda, agenda approved as presented.

**Presentation of Minutes:** No changes or corrections to the minutes, minutes approved as presented.

**Clerk's Report:** Administrator Braband presented the Clerk's report, the general fund and the enterprise fund budgets that are filed in the records. Administrator Braband stated that she and Commissioner Pritchett will be attending the MML Conference in Ocean City from June 10 – 13<sup>th</sup>. Administrator Braband stated that the Community Outreach Group has a table at the fireman's carnival later this month and she will cover the table Thursday night, Norm will cover the table Friday night but someone is still needed to cover the table for Saturday night. No volunteers.

**COMMITTEE AND DEPARTMENT RECORDS**

**Talbot County Sheriff's Department:** Captain Mergenthaler presented the Council with the May report that is filed in the records.

**Public Works:** Superintendent Callahan presented the public works report that is filed in the records. Superintendent Callahan informed the Council of an issue at the White Marsh pumping station that consisted of faulty piping and seals at the pump flanges. Superintendent Callahan is in the process of obtaining quote repairs. This repair needs to happen as soon as possible so the Town doesn't fall into non-compliance with MDE if a spill should occur. Commissioner Newnam made a motion to authorize Superintendent Callahan to obtain prices for the repair up to \$5,000 and to accept the most responsive, lowest price to have this repaired prior to the July Council meeting. Commissioner Diefenderfer seconded the motion.

VOTE:

Newnam – Y    Fegel – Y            Pritchett – Y    Diefenderfer – Y            Chase – Y  
Motion approved.

Superintendent Callahan informed the Council about a water main leak on Maple Ave and Miles Retallack responded and fixed 2 leaks. During the repair Miles found several more fittings that are deteriorating and suggests that the Town look into replacing the water line down Maple Ave. The Council suggested applying to MDE next grant cycle to see if they could be awarded a grant to replace this line.

**Planning & Zoning:** President Fegel stated that the Planning Commission met last month and started the Comprehensive Plan review with Peter Johnston.

**Communications:** None

**Attorney Updates:**

Howell Point sewer force main - Attorney Booth stated that Erin and Norm attended the last Talbot County Council meeting and at that meeting the Council approved the amendment to the Water and Sewer Plan. Attorney Booth has reached out to Ray Clarke, County Engineer, for an update on the project. The County is anxious to get this project finished in hopes of taking advantage of their Bay Restoration Funds. Attorney Booth suggested that the Council set a meeting with the residents on Howell Point to discuss the project and see who wants to connect now and who is choosing to wait. The Council will set a meeting once an update has been provided by Ray.

WWTP ENR Grant – Attorney Booth stated that the Town has received a 100% grant from MDE to study upgrading the treatment plant to ENR standards and she has drafted an RFP (Request for Proposal) for the engineer study. The draft RFP was submitted to MDE and their comments were just received today. Attorney Booth stated that she will make the requested changes and send back to MDE for their final approval. In addition to the ENR upgrade study, the study will also include a lagoon analysis because the lagoons are starting to get full and it will be helpful to know how much it will cost to empty them.

MDE grants – Attorney Booth stated that the Town has received good news regarding the grant applications that were submitted in January. Last year the Town applied for a grant to fund the Main Street water line replacement and did not receive anything so we reapplied again this year and were awarded a 50% grant and 50% loan combination for the water line replacement. After reviewing the State’s funding list, it also appears that the Town will receive a 50% grant for the new well that is currently in design. With the grant funding that the Town is receiving the Town is able to do both projects for the cost of the Well which the Town has already secured funding in the amount of \$1,140,590. The Town unfortunately did not receive a grant for the pumping station replacement/rehab project but will reapply next funding cycle.

Comp Plan – Attorney Booth stated that she met with Peter Johnston and they reviewed a lot of information regarding the Comp Plan and Peter took the new information with him and is working on a draft for the Planning Commission.

**Executive Sessions:** President Fegel read that an executive session was held on May 2, 2018 to discuss a personnel matter and consideration of proposal to purchase law enforcement equipment. An executive session was also held tonight at 6:30 to discuss a personnel matter. President Fegel stated that majority of the Council voted to hire Matt Seiler for the Water, Wastewater Apprentice position.

**ORDER OF BUSINESS BEFORE THE COUNCIL**

None

**Other Business:**

Main Street Water Main Replacement Project – Administrator Braband stated that a memo was given to the Council prior to the meeting to give an overview of the Town’s infrastructure projects and where the Town is at this point. Administrator Braband stated that as Attorney Booth stated the Town was awarded a 50/50 grant/loan from MDE for the Main Street water line replacement and has received preliminary information indicating that the Town will also receive a grant for 50% of the new Well cost. The grant for the Well will reduce the project costs from \$1,140,590 to \$570,295. The Town has already secured funding in the amount of \$1,140,590 for the Well project and the project is currently in design. The cost estimate for the Main Street Water Line Replacement project is \$1,234,233. The Town has secured 50% grant funding from MDE for this project which leaves \$617,116 to be secured by the Town. Administrator Braband stated that MDE is offering 2 funding options for this project. The first option is to accept MDE’s FY19 Water Supply Grant allocation for 50% of the estimated project cost and the Town would either self-fund the remaining balance or find another funding source. Administrator Braband stated that she has spoken with USDA and they have stated that if the project was approved by them for financing, the interest rate would be 3.125% with a 40-year term. USDA also requires a Preliminary Engineer Report (PER) to be done prior to approval which would be another expense for the Town and additional time to be added to the project. The second option is to accept MDE’s FY19 Water Supply Grant allocation for 50% of the estimated project cost and MDE’s FY18 State Revolving Fund loan for the remaining 50%. MDE has classified Trappe as a disadvantaged community which allows the loan terms to be for 30 years and at a very low interest rate which is currently 0.8%. In conclusion based upon the grants that the Town has received, the Town’s cost to undertake the Well project will be \$570,295 instead of the \$1,140,590 and with the grant award for the Main Street Water Line Replacement, the Town could essentially do both of these projects for the cost that we had initially estimated for the Well alone.

Commissioner Diefenderfer made a motion to proceed with the Water Line Replacement Project and to accept the MDE grant. Commissioner Newnam seconded the motion. No discussion held.

**VOTE:**

Newnam – Y    Fegel – Y            Pritchett – Y    Diefenderfer – Y            Chase – Y  
Motion approved.

Commissioner Newnam made a motion to accept the MDE grant/loan (option 2), and to proceed with MDE as the funding source given the low interest rate. Commissioner Chase seconded the motion. No discussion held.

**VOTE:**

Newnam – Y    Fegel – Y            Pritchett – Y    Diefenderfer – Y            Chase – Y  
Motion approved.

Commissioner Newnam made a motion to authorize Brynja and Erin to work with Bond Counsel and Shore United Bank to restructure the current interim financing and infrastructure bonds to cover both the Well Addition project and the Main Street Water Line Replacement project. Commissioner Diefenderfer seconded the motion. No discussion held.

VOTE:

Newnam – Y    Fegel – Y            Pritchett – Y    Diefenderfer – Y            Chase – Y

Motion approved.

Attorney Booth stated that next year the Town can apply to MDE for Maple Avenue Water Line Replacement and for the Pumping Station Replacement/Rehab Project. Council agreed.

**Public Questions/Comments:** None

**Town Council Remarks:**

Commissioner Newnam stated that he is working to get the Harrison Circle pond pumped down as it is flooded into yards. There is no outflow pipe to go behind the houses.

Commissioner Newnam stated that Josh Cherry has started his Eagle project at Nace's Park. Josh has a picnic table that will be coming to the park and the Council agreed to secure the table to the concrete. Commissioner Newnam stated that he has also coordinated to get free mulch for the park as well. Weed spraying has already been done and in the Fall everything will be killed off and will be reseeded in hopes that the crab grass and wire grass will be taken care of.

Commissioner Newnam stated that Fire Department will have their Carnival starting on June 21<sup>st</sup> and the parade will be held on the 23<sup>rd</sup>. Sullivan Street will be closed for those 3 nights and Main Street will be closed for the parade.

President Fegel stated that the July Council meeting has been rescheduled to July 11<sup>th</sup> because the meeting falls on July 4<sup>th</sup>.

**Executive Session:** An executive session is requested to discuss a personnel matter. Commissioner Chase made a motion to enter into executive session at 7:32 pm. Commissioner Newnam seconded the motion and it was unanimously approved.

At the conclusion of the closed session at 8:11 pm, Commissioner Diefenderfer made a motion to reconvene the open meeting. Commissioner Newnam seconded the motion and it was unanimously approved.

There being no further business to discuss, Commissioner Diefenderfer made a motion at 8:12 pm to conclude the meeting. Commissioner Newnam seconded the motion and it was unanimously approved.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk