

COUNCIL OF TRAPPE  
TRAPPE TOWN HALL  
SEPTEMBER 5, 2018

**Council of Trappe Meeting:** President Fegel called the 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: Town Administrator Braband and Attorney Booth. Public attendees: Bobby & Shirley Quidas, Don English, Billy Sard, Mr. & Mrs. Charles Adams, Mr. & Mrs. Brian Schmidt, Rose Potter, Edward Kral from Chesapeake Waste and Chris Polk from the Star Democrat.

**Amendments to the Agenda:** Commissioner Newnam made a motion to approve the agenda as presented. Commissioner Pritchett seconded the motion. All approved.

**Presentation of Minutes:** Commissioner Chase made a motion to approve the minutes as presented. Commissioner Pritchett seconded the motion. All approved.

**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 the onsite portion of the yearly Financial Audit has been completed and everything went very well. Administrator Braband stated that the auditors recommended that the Town open an Enterprise Reserve Account so the Town may start building their reserve funds. Commissioner Pritchett made a motion to authorize Administrator Braband to work with Shore United Bank to open an Enterprise Reserve Account. Commissioner Chase seconded the motion.

VOTE:

Newnam – Y    Fegel – Y    Pritchett – Y    Diefenderfer – Y    Chase – Y  
All approved, motion carried.

Administrator Braband reported that she met with Ray Clarke, Talbot County's Engineer, regarding the Howell Point Sewer Extension on August 29<sup>th</sup> and received a copy of the finalized plans that are being submitted to MDE for approval. Administrator Braband stated that she signed MDE's construction permit application and mailed \$150 to Talbot County Soil Conservation for their permit. Ray Clarke stated that once MDE approves the permit he will be able to get the Bay Restoration Fund grant applications started for the interested residents and will be able to obtain final project costs. Administrator Braband stated that she has sent letters regarding project information and additional information to be forthcoming to the affected residents. Ray Clarke gave an estimated construction start date of mid-October.

**COMMITTEE AND DEPARTMENT REPORTS**

**Talbot County Sheriff's Department:** President Fegel read the August report that is filed in the records.

**Public Works:** President Fegel read Superintendent Callahan's report that is filed in the records. President Fegel stated that the White Marsh pumping station has been refitted with all new PVC piping and fittings and is back up and running. The pumps at the Shelby Acres pump station have failed and new pumps had to be installed. One of the old pumps was sent out for repair so it can be kept on hand for a spare.

President Fegel stated that the treatment plant chemicals have been started in hopes to reduce the sludge and midges. The second aerator has been installed as well.

**Planning & Zoning:** President Fegel stated that they are still in the process of updating the Town's comp plan and will meet on September 18<sup>th</sup>.

**Communications:** President Fegel read a letter of support to USDA for Critchlow Adkins Children's Center. This is to support the daycare center at White Marsh Elementary School.

**Attorney Updates:** Attorney Booth stated that the Town Code needs to be amended to address grinder pumps before the Howell Point Sewer extension is complete. This extension will require each property to have an individual grinder pump and the current Code doesn't address ownership and repairs. The initial installation will be covered by grant funds but future replacement costs need to be addressed. Attorney Booth suggested that the Town should own the infrastructure and the property owner will pay for maintenance. The Town currently handles this in a similar way with the water meters by placing a monthly fee on the water/sewer bill that covers the replacement costs with the exception that if the property owner was to damage or break the meter then the property owner would be responsible for the replacement costs. The grinder pumps can be handled in a similar way and would need to be implemented by an Ordinance. Attorney Booth asked the Council if they would like her to draft an Ordinance to be reviewed at the October meeting so the Town will be prepared to discuss this with the residents when we meet with them. The Council all agreed that they would like Attorney Booth to bring a draft Ordinance to the October meeting. The Town can also look into adding the Shelby Acres development since they have grinder pumps too.

Attorney Booth stated that the Request for Proposal (RFP) for engineering services for the ENR treatment plant upgrade was completed and has been advertised. This study is 100% grant funded by MDE. The bids are due back by October 10<sup>th</sup> and the Town currently has 21 interested firms who have requested the proposal package.

**Executive Session:** No executive session was held on August 1, 2018.

#### **ORDER OF BUSINESS BEFORE THE COUNCIL**

None

#### **Other Business:**

**Chesapeake Waste** – President Fegel stated that the Town has received numerous complaints regarding trash pick-up therefore the Council requested that someone from Chesapeake Waste attend the meeting. Edward Kral from Chesapeake Waste was in attendance. President Fegel deferred to Administrator Braband to explain the complaints and issues that the Town is experiencing. Administrator Braband stated that complaints have been received for missed pick-ups, lids missing, cans being thrown, cans in the road and yard waste not being picked up. Administrator Braband stated that each complaint that has been received is documented and emailed to Joan and Tim at Chesapeake Waste. Mr. Kral stated that Tim is no longer with the company and that he is the new supervisor for this area. Mr. Kral stated that he received a folder full of the complaints that Administrator Braband has reported and that he is actively working on correcting the issues. Mr. Kral stated that the previous crews that picked up the trash for Town Council Minutes – September 5, 2018

Trappe are no longer employed with Chesapeake Waste and there is now a set crew that will be here each week to do the pick-up. Administrator Braband asked Mr. Kral to clarify pick-up requirements regarding yard waste. Mr. Kral stated that they will pick-up grass clippings in the cans but can't guarantee that it will all come out and they do request that a lid be on the can so the clippings aren't wet. Mr. Kral gave Administrator Braband his personal contact information for future complaints.

**Lakeview Park and Veteran's Park water fountains** – Commissioner Newnam stated that last month the Council discussed the broken water fountains at these parks. Both water fountains are very expensive to fix and the parts that the contractor ordered to fix the fountain were lost by the contractor so new parts would have to be ordered, if parts for that water fountain still exist. Commissioner Newnam suggested that the Town remove the broken water fountains and replace them with water fountains similar to the ones at Homerun Baker Park or remove them and not replace them at all. Attorney Booth looked into the grant requirements for the Lakeview Park and there is nothing preventing the Town from removing them. Commissioner Chase stated that he doesn't think they should be removed and not replaced. Commissioner Newnam stated that they are continuously being broken as soon as the Town fixes them, they are expensive to fix, no one is using them and the Town pays a water bill each month for the service. Commissioner Chase stated that he would like to look into installing another kind of fountain at both parks. Commissioner Newnam stated that he will look into other options and bring the options to the next Council meeting for discussion.

**Snow Removal contract expiration** – President Fegel stated that the current snow removal contract with PE Moore expired in June. PE Moore has handled the Town's snow removal needs for the last 4 years and were the only ones to bid when the contract was put out for bids 2 years ago. Commissioner Newnam made a motion to put out the snow removal contract to bid. Commissioner Diefenderfer seconded the motion.

VOTE:

Newnam – Y Fegel – Y Pritchett – Y Diefenderfer – Y Chase – Y  
All approved, motion carried.

**Xerox lease contract/renewal** – President Fegel stated that Administrator Braband has submitted a proposal that was received from Xerox to renew the Town's contract for another 5 years, replace the current machine with a new, improved machine and it will save the Town approximately \$30.00 a month in lease payments. Commissioner Newnam made a motion to accept the Xerox lease proposal. Commissioner Chase seconded the motion.

VOTE:

Newnam – Y Fegel – Y Pritchett – Y Diefenderfer – Y Chase – Y  
All approved, motion carried.

**Planning Commission appointment** – President Fegel stated that there is an open position on the Planning Commission and 2 applications have been received. Commissioner Newnam made a motion to appoint Brian Schmidt to the Planning Commission. Commissioner Diefenderfer seconded the motion.

VOTE:

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

All approved, motion carried.

**Public Questions/Comments:**

Rose Potter – Mrs. Potter stated that she is upset to see the condition of the Town’s parks. Mrs. Potter stated that Veteran’s Park has overgrown shrubs, the gazebo is dirty, the roses need to be cut back and nothing is being watered. Mrs. Potter stated that the grass in Nace’s Park is completely dead and the shrubs are dying. Mrs. Potter stated that a lot of money, planning and time went into Nace’s Park and wants to know why the parks are in the condition that they are in. Commissioner Newnam stated that Nace’s Park was left in bad condition when the contractor completed the job, the soil is no good, no topsoil has been found and the grass and the shrubs that were planted were no good. The grass at Nace’s Park has been sprayed so it will die and will be replanted with better grass the end of September. The weeds overtook the park in less than a year and unless the Town spends a bunch of money each month having it sprayed it will continue to happen. Commissioner Newnam stated that the gazebo at Veteran’s Park was just washed last month and the rose bushes will be cut at the appropriate time. Mrs. Potter stated that Nace’s Park was initially a nice park and was being used by the public and it no longer looks nice and is not being used. Commissioner Newnam stated that a landscaper has been hired and the Town is in the process of getting the park back to looking nice and there are signs at the park stating why it looks like it does. Mrs. Schmidt stated that there are wires around some of the trees that are cutting into the trees and choking them. Commissioner Newnam stated that those trees were there before the park was built and the Town has since removed 2 of them and it has been suggested to remove them all. Commissioner Newnam stated that Nace’s Park is costing the Town a lot of money and the Town is trying to get it fixed.

**Executive Session:** An executive session is requested to obtain legal advice on a contract. Commissioner Diefenderfer made a motion to enter into executive session at 7:36 pm. Commissioner Chase seconded the motion and it was unanimously approved.

At the conclusion of the closed session at 8:03 pm, Commissioner Diefenderfer made a motion to reconvene the open meeting. Commissioner Pritchett seconded the motion and it was unanimously approved.

There being no further business to discuss, Commissioner Chase made a motion at 8:03 pm to conclude the meeting. Commissioner Diefenderfer seconded the motion and it was unanimously approved.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk