

Town Council Meeting

April 5, 2023

Council of Trappe Meeting: Vice-President Schmidt called the meeting to order at 6:00 pm. Council members Michael Sullivan, Tonya Pritchett and Walter Chase are present. Other attendees for the Town: Town Administrator Erin Braband and Town Attorney Lyndsey Ryan.

Agenda: Commissioner Pritchett made a motion to approve the agenda as presented. Commissioner Chase seconded the motion and it was unanimously approved.

Minutes: Commissioner Sullivan made a motion to approve the March 1, 2023 minutes as presented. Commissioner Pritchett seconded the motion and it was unanimously approved.

Clerk's Report: Administrator Braband stated that the Clerk's Report, General Fund and Enterprise Fund Budgets are in the Council's binder and filed with the records.

Public Works: Vice-President Schmidt stated that the public works report is in the Council's binder and is filed with the records.

Planning & Zoning: Vice-President Schmidt stated that Cassandra Vanhooser presented Stories of the Chesapeake, Heritage Area Designation to the Planning Commission. The Planning members gave a favorable recommendation and asked Mrs. Vanhooser to make a presentation at the Council meeting for Council approval. The Planning Commission also gave approval for a lot line revision to allow Mr. Mitchell to combine the Coffee Trappe and the green building next door and expand the Coffee Trappe into the green building for additional dining space and a small store. Mr. Mitchell also informed the Planning Commission that the automotive shop that was supposed to be built on his property next to the Auction House will not be coming and he would like to move Dairy Queen to that location and preserve the Auction House building for future purposes. A concept plat for the Dairy Queen move will be presented to the Planning Commission at their April meeting.

Communications: Vice-President Schmidt stated that he has talked to Senator Cardin's office and sent a letter regarding the Trappe Post Office, asking for their help to get this renovation done and the Post Office reopened.

Attorney Updates: Attorney Ryan stated that the County Council introduced Resolution 338 which would require the Town and the Lakeside Developer to have to go to the County for a Water/Sewer Comprehensive Plan Amendment anytime the developer needs to increase their discharge permit. A public hearing is set for this Resolution on April 11th. Commissioner Pritchett made a motion to oppose Resolution 338. Commissioner Chase seconded the motion and it was unanimously approved.

Attorney Ryan stated that Synagro has been awarded the contract for the Town's sludge removal and the contract is available to be signed. GMB has reviewed the contract and approved it as well. The only outstanding matter is the electric at the site, Synagro can provide their own electric or the Town can with a generator. GMB is reviewing to see which is the cheaper option for the Town. There is now an option

to purchase a centrifuge to dispose of the sludge but the Town does not have a hauling permit, the staff to operate it and centrifuge component itself. After discussion, Commissioner Chase made a motion to approve the Synagro contract. Commissioner Pritchett seconded the motion and it was unanimously approved.

Executive Session: Vice-President Schmidt stated that no executive session was held on March 1, 2023.

ORDER OF BUSINESS BEFORE THE COUNCIL

Heritage Area Designation – Cassandra Vanhooser – Mrs. Vanhooser presented the Stories of the Chesapeake Heritage Area designation program which will allow non-profits in Town to apply for grants. There is no cost to the Town and the County is willing to help with the application, mapping and Comprehensive Plan amendment. The Planning Commission gave a favorable recommendation for the designation at their March meeting. After discussion, Commissioner Pritchett made a motion to take the necessary steps to receive the Stories of the Chesapeake Heritage Area designation. Commissioner Chase seconded the motion and it was unanimously approved.

Ordinance 1-2023 – An Ordinance of the Town of Trappe adopting a General Budget for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024, and establishing a tax rate of \$.33 per \$100 of assessed real property value and a tax rate of \$.75 per \$100 on all commercial or business personal property and public utilities; and establishing an annual fee of \$182.00 per residential household for trash collection services, and also adopting an Enterprise Budget for the Town’s water and sewer operations was read by Vice-President Schmidt. Commissioner Chase made a motion to introduce Ordinance 1-2023. Commissioner Pritchett seconded the motion and it was unanimously approved.

Ordinance 2-2023 – An Ordinance of the Town of Trappe to amend Section 14 of the Trappe Town Code titled “Water and Sewer”, Section 14.6 to require the property owner to pay all expenses associated with extending and connecting water and sewer to a property, and Table 1 titled “Fees and Charges” to increase the water and sewer connection and capacity charges, increase the monthly water and sewer fees, and increase other fees and charges was read by Vice-President Schmidt. Commissioner Sullivan made a motion to introduce Ordinance 2-2023. Commissioner Pritchett seconded the motion and it was unanimously approved.

A public hearing will be held on May 3, 2023 at 5:45 pm for Ordinance 1-2023 and Ordinance 2-2023.

Ordinance 3-2023 – An Ordinance of the Town of Trappe to increase the annual salary paid to the Council of Trappe from \$2,000 annually to \$3,000 annually, to become effective for Council members elected after the May 2023 Election, and to increase the salary paid to the Planning Commission members from \$1,000 annually to \$1,500 annually to become effective for members appointed on or after May 2024 was read by Vice-President Schmidt. Commissioner Chase inquired about the requirement for a Council member to be re-elected before the increase would become effective for them. The way that this is written would mean that the Council members would be paid different amounts depending on when they were elected. Attorney Ryan stated that it is written in the Charter that the Council cannot vote to give themselves a raise. After discussion, the Council directed Attorney Ryan to draft a Charter Amendment Ordinance to remove this stipulation and tabled Ordinance 3-2023 until after the Council could go through

the process to have the Charter revised.

Resolution 2-2023 – A Resolution of the Council of Trappe adopting a comprehensive Town fee schedule for services provided by the Town and repealing all previous fee schedules was read by Vice-President Schmidt. Commissioner Pritchett made a motion to adopt Resolution 2-2023. Commissioner Sullivan seconded the motion and it was unanimously approved.

Town of Trappe Charter Section 201 Amendment – Term Limits – Commissioner Chase stated that he would like the Council to consider a Charter Amendment to remove the term limits for the Council. Currently a Council member is allowed to serve 2 consecutive terms and then must sit out an election before becoming eligible to run for Council again. The Town is struggling to get residents to run for Council and this term limit restriction prohibits seasoned Council members from running for election again. After discussion, Commissioner Chase made a motion to do a Charter Amendment to remove the term limit restriction. Commissioner Pritchett seconded the motion.

VOTE:

Sullivan – No Schmidt – No Pritchett – Yes Chase – Yes

Motion not approved. Commissioner Chase requested that this matter be put back on the May agenda to discuss when the full Council is in attendance.

Public Questions/Comments:

Stephanie Chester requested an update on her ditch repair on Rumsey Drive. Administrator Braband stated that the Town was out there today and attempted to clean the culvert out but was unable to do so due to tree roots taking up majority of the space in the culvert. The Council was presented with pictures that were taken by the public works department. Attorney Ryan stated that she will look into who owns the ditch and Vice-President Schmidt said he would follow up with Mrs. Chester.

Executive Session: Vice-President Schmidt stated that an executive session is requested to obtain legal advice. Commissioner Sullivan made a motion to enter into executive session at 6:57 pm. Commissioner Pritchett seconded the motion and it was unanimously approved.

There being no further business to discuss, Commissioner Pritchett made a motion at 7:20 pm to reopen the public meeting and then adjourn the meeting. Commissioner Chase seconded the motion and it was unanimously approved.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk