

TOWN COUNCIL MEETING
JANUARY 3, 2024

Public Hearing – 5:55 pm – Ordinance 8-2023 – An Ordinance of the Council of Trappe amending the Trappe Subdivision Regulations to establish a schedule of fees, charges and expenses, and a collection procedure for application and review of Land Subdivision and Site Plans was read by President Newnam. Mr. Kane asked what this was for and President Newnam explained that these fees were being set so the Town could recoup the expenses associated with third party reviews for proposed projects in Town. With no other public comment, the public hearing was closed at 5:57 pm.

Council of Trappe Meeting: President Newnam called the meeting to order at 6:00 pm. Council members Michael Sullivan, Brian Schmidt, Rose Potter and Walter Chase were present. Other attendees for the Town: Town Administrator Erin Braband and Town Attorney Lyndsey Ryan.

Agenda: Administrator Braband stated that the Smart Site Plan presentation on the agenda will be tabled to a future meeting as Rauch was not able to attend. Commissioner Schmidt made a motion to approve the agenda as amended. Commissioner Sullivan seconded the motion and it was unanimously approved.

Minutes: Commissioner Schmidt made a motion to approve the December 6, 2023 Council Minutes as presented. Commissioner Potter seconded the motion and it was unanimously approved.

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

Public Works: President Newnam stated that the Public Works report is in Council's binders and is filed with the records.

Public Safety: Sgt. Dobson read his monthly report that is filed with the records.

Planning & Zoning: Commissioner Schmidt stated that the Planning Commission reviewed the Dollar General site plan and gave their opinions and it will be back in front of them later this month. Commissioner Schmidt also stated that a gentleman attended the meeting to inquire about the property on Locust Street and the possibility of subdividing it. The gentleman was advised that subdivision was not possible and he would be permitted to only build 1 house on the lot. Commissioner Schmidt stated that the Planning Commission reviewed the Special Exception application that has been submitted by the Coffee Trappe to allow for off sale alcoholic beverages and the Planning Commission gave a favorable recommendation to the Board of Appeals. The Planning Commission also reviewed Ordinance 8-2023 and gave a favorable recommendation to the Town Council for approval of the Ordinance. The Planning Commission continued working on their Zoning Ordinance and will hold a workshop on January 8th.

Communications: President Newnam stated that the Council has been invited to the Trappe Fire Department Banquet and that they have an invitation in front of them. Administrator Braband stated that the Town has received another PIA request from Dan Watson and she and Attorney Ryan are in the process of responding to the request.

Attorney Updates: Attorney Ryan stated that the County Council will be meeting on January 9th at 6:00 to hold a public hearing for the 3 Resolutions regarding Lakeside, for the bill to amend the County Code regarding liquor licenses and for the House Annexation. The Town Council reiterated that they are opposed to Resolution 338.

Executive Session: President Newnam stated that an executive session was held on December 6, 2023 to obtain legal advice and to discuss a personnel matter.

ORDER OF BUSINESS BEFORE THE COUNCIL

Ordinance 8-2023 – An Ordinance of the Council of Trappe amending the Trappe Subdivision Regulations to establish a schedule of fees, charges and expenses, and a collection procedure for application and review of Land Subdivision and Site Plans was read by President Newnam. A public hearing was held tonight for this Ordinance. Commissioner Schmidt made a motion to adopt Ordinance 8-2023. Commissioner Sullivan seconded the motion.

VOTE:

Sullivan – Y Newnam – Y Schmidt – Y Potter – Y Chase – Y

Motion approved.

Resolution 1-2024 – A Resolution of the Council of Trappe amending the Town of Trappe Fee Schedule for services provided by the Town to establish a fee for subdivision and site plan review and to establish that an applicant shall reimburse the Town for reasonable costs incurred by the Town for services rendered to an applicant was read by President Newnam. Attorney Ryan stated that this Resolution sets the fees that accompany Ordinance 8-2023. After discussion, Commissioner Schmidt made a motion to adopt Resolution 1-2024. Commissioner Potter seconded the motion.

VOTE:

Sullivan – Y Newnam – Y Schmidt – Y Potter – Y Chase – Y

Motion approved.

Shore United Bank: Administrator Braband stated that the Town has 2 accounts that are getting ready to become dormant accounts, Rental account with a balance of \$15,921.77 and Well 6 Checking account with a balance of \$4.40. Administrator Braband requested to close the accounts and transfer the funds. The Rental account funds would go into the General Fund and the Well 6 account would go into the Enterprise Fund. Commissioner Potter made a motion to close both accounts and transfer the funds as stated. Commissioner Schmidt seconded the motion and it was unanimously approved.

Water Lead Service Line Inventory: Attorney Ryan stated that MDE along with the EPA has mandated that all jurisdictions submit a spreadsheet showing all the Town’s water lines and what those lines are made of by October 16, 2024. Any lines that contain lead will eventually be mandated to be replaced. The Town

can apply for funding once the inventory has been completed to help with the replacement of lines. Attorney Ryan suggested that the Town put out an RFP to request help with the line inventory and determining what the lines are made of. Commissioner Potter asked if the Town could use ARPA funds to cover the costs of the inventory and Attorney Ryan stated that ARPA funds can be used. After discussion the Council asked Attorney Ryan to proceed with the RFP.

Public Questions/Comments:

Richard Allison asked why Easton Utilities is installing fiber through Town but not allowing for service in Town and why does the Town have an agreement with only Breezeline. President Newnam stated that Easton Utilities received a grant to provide service to properties that do not have any service and once they have completed their grant requirement they will be able to offer service to Town residents. The Town does have a franchise agreement with Easton Utilities for them to provide service to Town residents when they are able to do so. Attorney Ryan stated that the Town does not have an exclusive contract with Breezeline and any additional provider can come into the Town. Mr. Allison stated that he asked the office if he could plant wildflowers in his yard and was told it is against Town Code and asked why others are permitted to have them. Commissioner Schmidt stated that the Town could look into the Code and see if something can be done to allow wildflowers.

Mr. Kane stated that there is still flooding on Kelly Drive.

Executive Session: No executive session is requested.

There being no further business to discuss, Commissioner Schmidt made a motion at 6:41 pm to adjourn the meeting. Commission Sullivan seconded the motion and it was unanimously approved.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk