

TOWN COUNCIL MEETING  
OCTOBER 4, 2023

**Public Hearing – 5:55 pm** – Ordinance 5-2023 – An Ordinance of the Council of Trappe to amend the Trappe Town Code to add Section 12.4 titled “Short Term Rentals” to permit short term rentals within the Town of Trappe and incorporate certain minimum standards was read by President Newnam. The Town received one written comment from Mr. and Mrs. Reid at 4039 Main Street which is filed with the records. With no additional comments 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 Brian Schmidt, Rose Potter and Walter Chase were present. Other attendees for the Town: Town Administrator Erin Braband and Town Attorney Lyndsey Ryan.

**Agenda:** Commissioner Potter asked to table the proxy voting agenda item until a future meeting. Commissioner Schmidt made a motion to approve the amended agenda. Commissioner Chase seconded the motion, and it was unanimously approved.

**Minutes:** Commissioner Potter made a motion to approve the September 6, 2023 Council minutes and the September 19, 2023 Council workshop minutes. Commissioner Schmidt 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 packets and filed with the records. Administrator Braband reported that the yearly Fiscal Audit concluded last week, and an audit presentation will be made at the December 6<sup>th</sup> Council meeting.

**Public Works:** President Newnam stated that the Public Works report is in the Council’s binders and is filed with the records. Administrator Braband stated that the sludge removal project has been completed but Synagro went over the previously approved \$100,000 increase by \$7,734.40 which was due to additional tonnage being removed. Administrator Braband requested that the Council approve to pay the additional \$7,734.40 expense with ARPA funds. Commissioner Schmidt made a motion to use ARPA funds to pay the overage in the amount of \$7,734.40. Commissioner Potter seconded the motion, and it was unanimously approved.

**Public Safety:** Sgt. Dobson read his monthly report that is filed with the records. Sgt. Dobson stated that patrols have increased in Town and requested that residents don’t leave valuables in their cars and be sure to lock their car doors. President Newnam thanked Sgt. Dobson and the Sheriff’s Department for everything they do for the Town.

**Planning & Zoning:** Edgar Harrison stated that Talbot County Res. 347 was discussed, and the Planning Commission provided their feedback to the Town Attorney.

**Communications:** President Newnam thanked Commissioner Chase for attending the County/Municipality meeting with him and voicing his concerns about the County Council trying to control the Town of Trappe.

**Attorney Updates:** Attorney Ryan stated that she attended the County Planning Commission meeting where they discussed Res. 338, Res. 347, and Res. 348. Attorney Ryan invited the Planning Commission and the public to attend the Town of Trappe’s meetings, so that they are aware of everything that the Town is doing firsthand. At the end of the Planning Commission’s meeting, the Commission found Res. 338 not consistent with the Comprehensive Plan because they do not want the 540,000 gallons per day mentioned, only 100,000 gallons per day because they feel that 540,000 gallons gives the Town too much availability for growth. Attorney Ryan stated that the Commission tabled Res. 347 which was responsive to MDE’s request, because they are concerned with the number of EDU’s. The Commission found Res. 348, which is also responsive to MDE’s request, not consistent with the Comprehensive Plan because they want only the top half of Lakeside to be shown as W1/S1 and the bottom half to be shown as unprogrammed. The County Council is supposed to have their public hearing on Oct. 24<sup>th</sup> but that could be delayed since some of these Resolutions were tabled by the Planning Commission. County Council member Lynn Mielke introduced an amendment to Res. 347 which removed the sentence stating that the development is not required to have sequential phasing, the phase numbers were for planning purposes only.

Attorney Ryan handed out to the Town Council a revised consolidated report that was prepared by Rauch, Inc. The Council scheduled a workshop for October 17<sup>th</sup> at 4:30 for Rauch to present the report and for the Council to discuss the report.

**Executive Session:** President Newnam stated that an executive session was held on September 6, 2023 to obtain legal advice.

**ORDER OF BUSINESS BEFORE THE COUNCIL**

**Ordinance 5-2023** – An Ordinance of the Council of Trappe to amend the Trappe Town Code to add Section 12.4 titled “Short Term Rentals” to permit short term rentals within the Town of Trappe and incorporate certain minimum standards was read by President Newnam. A public hearing was held tonight for Ordinance 5-2023. Commissioner Schmidt made a motion to approve Ordinance 5-2023. President Newnam seconded the motion.

VOTE:

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

Motion approved.

**Food truck operations** – Attorney Ryan stated the Planning Commission had discussed food truck operations at their previous meetings and upon looking at the Town Code it was discovered that food trucks could be handled under a Peddler’s license. This license is \$500 per year. The Council agreed to handle food trucks under the Peddler’s license section of the Town Code and if it becomes an issue it can be further addressed at that time.

**Public Comments** – None

**Executive Session** – President Newnam stated that an executive session is requested to obtain legal advice. Commissioner Schmidt made a motion to enter into executive session at 6:30 pm. Commissioner Potter seconded the motion, and it was unanimously approved.

There being no further business to discuss, Commissioner Schmidt made a motion at 7:12 pm to reopen the public meeting and adjourn the meeting. Commissioner Potter seconded the motion, and it was unanimously approved.

Respectfully submitted,  
Erin Braband, Town Administrator/Clerk

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