

TOWN COUNCIL MEETING  
SEPTEMBER 6, 2023

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

**Agenda:** Commissioner Schmidt made a motion to approve the agenda as presented. Commissioner Sullivan seconded the motion and it was unanimously approved.

**Minutes:** Commissioner Schmidt made a motion to approve the August 2, 2023 Council minutes as presented. Commissioner Chase seconded the motion 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. Commissioner Chase asked about Lakeside's water/sewer bills and where that money was going. Administrator Braband stated that it is incorporated with the remaining Town's water/sewer bill revenue and is in the Enterprise budget. Commissioner Chase asked for a breakdown of Lakeside's water/sewer bills separate from the rest of the Town and Administrator Braband stated she would get that information to the Council and provide it monthly on the Clerk's report from now on.

**Public Works:** President Newnam stated that the Public Works report is in the Council's binders and is filed with the records. Jason Lytle from GMB provided an update on the sludge removal project that is being handled by Synagro. Synagro has reached the bid quantity amount for the \$500,000 grant that the Town received from Talbot County Economic Development, and they are ready to demobilize. Mr. Lytle reported that there is an estimated 70,000-80,000 dry tons remaining in the sludge pond and Synagro projects that it would cost approximate \$140,000-\$160,000 to have it removed. Synagro projects that they will only be able to remove about 50% of what is left which would decrease the cost to less than \$100,000 if the Council would like to continue the project with Town funds. If the Council chooses not to continue with the project, it will need to be done in future and would cost the Town an additional \$50,000 for mobilization and demobilization costs. After discussion, Commissioner Schmidt made a motion to increase the scope of the sludge removal project with Synagro by another \$100,000 and use some of the Town's ARPA funds to cover the expense. Commissioner Chase seconded the motion.

VOTE:

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

Motion approved.

**Public Safety:** Sgt. Dobson read his monthly report that is filed with the records. Sgt. Dobson reported that the Sheriff's Department is patrolling Trappe at least once per shift, every day.

**Planning & Zoning:** Edgar Harrison reported that the Planning Commission discussed food trucks and how the licensing was to be handled. Jack Morrison presented a preliminary concept plan for his property on Lovers Lane and Lakeside was given final conditional approval for Phase 1C.

**Communications:** None

**Attorney Updates:** Attorney Ryan stated that Circuit Court upheld MDE’s decision for the Lakeside discharge permit in regards to Chesapeake Bay Foundation’s lawsuit. The Plaintiff has 30 days to file an appeal.

**Executive Session:** President Newnam stated that an executive session was held on August 2, 2023 to obtain legal advice.

**ORDER OF BUSINESS BEFORE THE COUNCIL**

**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 President Newnam. Attorney Ryan stated that the Council had previously discussed this Ordinance and held a public hearing on July 5, 2023 but there was an issue with advertising and she felt it was best to have this placed on the agenda again to be readopted. Due to the full Council not in attendance, Commissioner Chase made a motion to table this Ordinance until the next meeting. Commissioner Sullivan seconded the motion and it was unanimously approved.

**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. Attorney Ryan stated that the Council discussed this at their last Council meeting but requested changes so those changes were made, and it is back in front of them. President Newnam stated that it has come to his attention that there are parking issues on Maple Avenue due to the short term rental that is operating in Town and asked if parking could be regulated by this Ordinance. Attorney Ryan read the parking provisions of the Short Term Rental Ordinance, but the Council felt that those provisions did not resolve the issue. Wes Schuman stated that cars from the short term rental across the street are parked in front of his West Maple Building for days at a time and using the spaces that are for his patrons. Attorney Ryan stated that the Town Code does permit the Council to prohibit parking in certain places due to safety and welfare concerns if they wish to do so. After discussion, Commissioner Schmidt made a motion to install no parking signs from 10 pm to 7 am in front of the West Maple Building to protect the safety and welfare of the building occupants and patrons. Commissioner Chase seconded the motion.

VOTE:

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

Motion approved.

Commissioner Schmidt made a motion to introduce Ordinance 5-2023. Commissioner Sullivan seconded the motion and it was unanimously approved. A public hearing will be held on October 4<sup>th</sup> at 5:55 pm.

**Resolution 3-2023** – A Resolution of the Council of Trappe to annex certain lands located on the North side of Trappe, East of Maryland Highway No. 565 and South of Backtown Road, in the Third Election District, Talbot County, Maryland and consisting of 5.125 acres of land, more or less, and to provide for the terms and conditions of the Annexation to the Town of Trappe was read by President Newnam. Attorney Ryan stated that this Resolution and Ordinance 6-2023 will annex the small portion of Brian Hause’s property that was left out of the initial annexation. A public hearing will be held in November because the property owner needs to seek a zoning waiver from the County and the Town must receive Maryland Department of Planning’s approval for the annexation. Commissioner Schmidt made a motion to introduce Resolution 3-2023. Commissioner Sullivan seconded the motion and it was unanimously approved. A public hearing will be held on November 1<sup>st</sup> at 5:45 pm.

**Ordinance 6-2023** - An Ordinance of the Council of Trappe amending the official Zoning Map of the Town of Trappe to apply an original Zoning classification of M Industrial to certain land annexed to the Town of Trappe by Resolution 3-2023 located on the North side of Trappe, East of Maryland Highway No. 565 and South of Backtown Road, in the Third Election District, Talbot County, Maryland and consisting of 5.125 acres of land, more or less was read by President Newnam. Attorney Ryan stated that this Ordinance is in conjunction with Resolution 3-2023 and a public hearing will be held on November 1<sup>st</sup> as well. Commissioner Schmidt made a motion to introduce Ordinance 6-2023. Commissioner Chase seconded the motion and it was unanimously approved.

**Lakeside Phase 1, Section C – Infrastructure Bond for first 50 Townhouses** – Administrator Braband stated that Lakeside has submitted the bond cost estimate for the first 50 lots of Phase 1C in the amount of \$1,054,580.10 which includes a 10% contingency. GMB has reviewed the cost estimate and they approved the amount with the 10% contingency. Commissioner Schmidt made a motion to approve the infrastructure bond in the amount of \$1,054,580.10 for the first 50 lots in Phase 1C as submitted. Commissioner Chase seconded the motion and it was unanimously approved.

**Culvert/Ditch issue at 3759 Rumsey Drive** – President Newnam stated that the Town received 2 bids from Talbot Land Management. The first bid is to replace the culvert at this address for \$3,550.00 and the second bid is to clean out the ditch from this address to Barber Road for \$5,750.00. The Town also received a bid from Mr. Rooter to replace the culvert and that was \$4,850.00. Commissioner Sullivan made a motion to approve both bids from Talbot Land Management. Commissioner Chase seconded the motion and it was unanimously approved.

**Public Questions/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 7:02 pm. Commissioner Sullivan seconded the motion and it was unanimously approved.

There being no further business to discuss, Commissioner Schmidt made a motion at 7:33 pm to reopen the public meeting and then adjourn the meeting. Commissioner Sullivan seconded the motion and it was unanimously approved.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk