

COUNCIL OF TRAPPE
TRAPPE TOWN HALL
OCTOBER 3, 2018

Council of Trappe Meeting: Vice-President Diefenderfer called the meeting to order at 7:00 pm. Council members Nick Newnam, Tonya Pritchett and Walter Chase were present. Other attendees for the Town: Town Administrator Braband, Superintendent Callahan, Attorney Booth and Lt. Bollinger from Talbot County Sheriff's Department. Public attendees: Don English, Bobby & Shirley Quidas, Mr. & Mrs. Charles Adams 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 Newnam 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 Enterprise Reserve Fund Account has been opened at Shore United Bank.

COMMITTEE AND DEPARTMENT REPORTS

Talbot County Sheriff's Department: Lt. Bollinger read the September report that is filed in the records.

Public Works: Superintendent Callahan read his report that is filed in the records.

Planning & Zoning: Bobby Quidas stated that the Planning Commission is working on the Town's Comprehensive Plan and they have a meeting scheduled for October 16th.

Communications: None

Attorney Updates: Attorney Booth stated that her items are listed on the agenda.

Executive Session: Vice-President Diefenderfer stated that an executive session was held on September 5, 2018 to obtain legal advice on a contract.

ORDER OF BUSINESS BEFORE THE COUNCIL

Ordinance 4-2018 – An Ordinance of the Town of Trappe to amend Chapter 14 of the Trappe Town Code titled "Water and Sewer", to add a new section 14.20 to address the installation and maintenance of grinder pumps and to establish a monthly fee to cover the repair and replacement cost of the grinder pumps. Attorney Booth stated that at the last Council meeting the Council had asked her to draft an Ordinance to address grinder pumps which are to be installed at each residence in conjunction with the Howell Point Sewer extension. This Ordinance is available for introduction tonight should the Council choose to do so. Attorney Booth stated that this Ordinance would amend the existing Town's Water and Sewer chapter to establish a section that allows grinder pumps and it specifically says that the Council may approve the installation and connection of a grinder pump to the Town's wastewater system to serve

an individual property or properties. A Town should limit the amount of grinder pumps to only what is necessary to extend service to a property. The average cost of a grinder pump is \$2,500. The Town wants to be sure that the grinder pumps that are installed are all the same and are of good quality. Attorney Booth stated that she recommends that the Town own the grinder pump but the property owner pay for the cost of the pump. This Ordinance establishes that if the Council approves the use of a grinder pump the property owner shall be responsible for all costs associated with the installation of the grinder pump. The residents on Howell Point that are choosing to connect to the sewer extension will have their initial grinder pump paid for by MDE with Bay Restoration grant funds. Attorney Booth stated that Subsection B of the proposed Ordinance states that the Town shall be responsible for the repair, maintenance and replacement of the grinder pump arising from ordinary wear and tear. This is similar to a water meter; the Town owns the infrastructure and handles all associated service. Attorney Booth stated that Subsection C states that the Council shall establish a maintenance/replacement fee to cover the maintenance and replacement cost for the grinder pump. Citizens that do not have a grinder pump will not be required to pay for this infrastructure. Attorney Booth stated that there are at least 1 and possibly additional grinder pumps that were previously approved by the Council and a recorded Public Works Agreement that states that the property owner is responsible for the maintenance of that grinder pump. Attorney Booth stated that grinder pumps that were previously approved by the Council would fall under Subsection D which states that Subsections A-C shall not apply where the Council has approved a Public Works Agreement for that privately-owned grinder pump. Attorney Booth stated that the proposed Ordinance also establishes a monthly grinder pump maintenance/replacement fee for properties served by Town owned grinder pumps. The fee proposed by this Ordinance is \$20.00 a month, however if more than one property is served by one grinder pump the monthly fee shall be apportioned among the properties served by that pump. For instance, in the case of Shelby Acres and the grinder pump at that location, it is servicing 6 properties therefore the cost would be split amongst those property owners. Attorney Booth stated that she and Administrator Braband came up with the \$20.00 a month cost because the grinder pump costs approximately \$2,500 and has a 10-year life cycle. Attorney Booth stated that while this cost seems high the Town has to manage the maintenance and replacement cost of the projected 11 grinder pumps or the Enterprise Fund would have to cover the expense. Commissioner Newnam asked why each property has to have an individual grinder pump if Shelby Acres has 1 grinder pump servicing 6 properties. Superintendent Callahan stated that the manhole that is being used to tie the sewer main into needs to have the sewage cut up as fine as possible so it can gravity feed the sewage to Rt. 50 pumping station. Superintendent Callahan also stated that Shelby Acres has 2 grinder pumps so only 3 properties on each one, not all 6 on 1 pump. Attorney Booth stated that she can ask Ray Clarke who designed this project why each property has to have their own and if it is possible to share 1 amongst a couple of properties. Commissioner Newnam stated that if it is possible to put more than 1 property on a grinder pump then the monthly cost would go down per property. Attorney Booth will research the reason and bring the information back to the Council next month. The Council chose to table the proposed Ordinance at this time.

Snow Removal Bid Award – Vice-President Diefenderfer stated that the Town advertised for contractors to handle the Town’s snow removal needs and only 1 bid was received. Vice-President Diefenderfer opened the received bid from PE Moore & Sons with a bid amount of \$2,923.25 per plow with a 2 year

contract. Commissioner Newnam made a motion to accept the bid from PE Moore & Sons. Commissioner Chase seconded the motion.

VOTE:

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

USDA Pumping Station Upgrades/Renovations Grant/Loan Award and MDE Grant/Loan Award for Well 6 and Main Street Water Line Replacement – Administrator Braband stated that for a few years the Town has been trying to get grant funding to upgrade and renovate our pumping stations. The entire cost of this project is \$2,002,000. After applying for 2 years to MDE and 2 years to USDA the Town was finally awarded grant funding in the amount of \$599,500 from USDA. USDA also offered to loan the Town the remaining balance of the project which is \$1,376,000. The repayment terms for this loan would be for 40 years at an interest rate of 2.375% which equates to a yearly payment of \$53,392. Administrator Braband stated that the Town has 2 additional projects in the works which have also received funding offers. The new well project is already underway with loan funding through USDA for the entire cost of the project, \$1,141,000 with repayment terms of 40 years at 2.0% which equates to a yearly payment of \$41,536. However, the Town was recently awarded funding from MDE for this project in the form of loan/loan forgiveness. MDE will loan the Town \$1,140,590 with a loan forgiveness portion of \$570,295 (50%) which will be forgiven after 10 years. MDE's funding award has repayment terms of 30 years at .8% because we have been classified as a disadvantaged community. The yearly payment for this funding would be \$21,389. The 3rd project that the Town applied for funding through MDE for was the Main Street Water Line Replacement which has a total project cost of \$1,234,233. MDE awarded grant funding for this project in the amount of \$617,116 and has offered to loan the remaining \$617,117 to the Town with repayment terms of 30 years at .8% which equates to a yearly payment of \$23,144. Administrator Braband stated that while the Town is finally receiving grant funding for needed projects, the Town does not have the funds to repay all the loans that would be required to finish the projects. The new Well project is already underway and the Council has previously agreed to go with MDE's loan/loan forgiveness offer. Administrator Braband asked for the Council's direction regarding the other 2 projects and the funding awards. Vice-President Diefenderfer stated that he feels that the Town needs to prioritize and see which project needs the Town's immediate attention and which can wait. Administrator Braband stated that after talking with Superintendent Callahan about the pumping stations she ran a report that shows that the Town has spent almost \$25,000 since July 1st to date on pumping station repairs. This is 50% of the Town's Enterprise repair budget for the entire year. Administrator Braband stated that USDA sent a Notice of Intent for Funds for the pumping station project on September 17th and needed it back signed by the Council on September 19th so President Fegel signed the documents. This does not mean that the Town is obligated to take the funding, it only holds the funds for the Town. Administrator Braband stated that the funding offers for all of these projects are currently being held for the Town but the Council needs to decide which projects they would like to proceed with soon. Attorney Booth stated that with USDA grant awards you have to spend the loan portion before you can get the grant funds. Attorney Booth stated that the Town has a total of \$4,400,000 worth of infrastructure projects that need to be done and this is the first time that Trappe is looking at close to \$2,000,000 of grant funding for these

projects and while the Town hates to turn away grant funds, the Town also has to be able to repay the loan portions and pay the normal bills. The Council would like to have a workshop to discuss the projects and look at the reports for each one. Administrator Braband will set a workshop and ask Scott Getchell from GMB to attend to help discuss the projects.

Other Business:

Lakeview Park and Veteran’s Park water fountains – Commissioner Newnam stated that the Council has been discussing the water fountains at the parks and what should be done with them. They are both currently broken and are expensive to fix. After discussion Commissioner Newnam suggested that the Town put off deciding about whether to replace or remove the fountains until Spring and the Council agreed.

Lakeview Park Tree Removal - Commissioner Newnam stated he received a complaint regarding an oak tree by Lakeview Park that is dying and hanging over the complaint’s house. Commissioner Newnam had 2 trees looked at and received a quote of \$800 to trim both of them back or if the Council wanted the 1 tree could be removed for \$1,000 and the other trimmed back for \$400. If the Council would like to have the stump grinded down it would be an additional \$100. Commissioner Newnam stated that the Town is aware of the problem and he would hate to see something happen and the Town be liable. Administrator Braband stated that there is money in the budget to remove the tree if the Council wanted to. Commissioner Chase made a motion to have the 1 tree removed for \$1,000, the other tree trimmed back for \$400 and the stump grinded down for an additional \$100 for a total of \$1,500. Commissioner Newnam seconded the motion.

VOTE:

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

Public Questions/Comments:

Vice-President stated that the grass has been planted at Nace’s Park and it is looking great and thanked Commissioner Newnam for all his work.

No executive session is requested.

There being no further business to discuss, Commissioner Newnam made a motion at 7:41 pm to adjourn the meeting. Commissioner Chase seconded the motion and it was unanimously approved.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk