

Trappe Town Council
November 6, 2024

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

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

Minutes: Commissioner Newnam made a motion to approved the October 2, 2024 Council meeting minutes as presented. Commissioner Potter seconded the motion and it was unanimously approved.

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

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

Public Safety: President Schmidt stated that the public safety report is in the Council's binders and filed with the records. Mrs. Frock voiced a concern regarding speeding in Town, specifically on Main Street and wanted to know what could be done about it. The Sheriff's Department has placed a speed trailer on Main Street and Sgt. Aita said results would be in for the December Council meeting. The Council briefly discussed speed cameras and companies that the Town may be able to contract with to issue tickets.

Planning & Zoning: Administrator Braband stated that the Planning Commission continued their work on the Zoning Ordinance Amendment and a rough draft is being reviewed by the members and the Town Attorney. The Planning Commission will be holding a public information meeting at the beginning of next year to get public input and then will make final revisions to the Zoning Ordinance before sending it to the Town Council for their review.

Communications: President Schmidt stated that the January Council meeting falls on Jan. 1st and needed to be rescheduled. After discussion, the Council voted to hold the meeting on Monday, January 6th at 6:00 pm. President Schmidt stated that he attended the Quarterly County/Municipality meeting and the County requested to receive a quarterly report from each Town regarding any development in Town. President Schmidt read a thank you card from Mrs. Freeman regarding Nace's Day and Commissioner Sullivan stated that the post office is back open for business.

Attorney Updates: Attorney Ryan stated that she is working on a letter regarding the Paris Foods connection and disputing the allegations being made. Attorney Ryan stated that she received an email from Matt Pluta with suggestions on revising the Town Code regarding industrial use and he

provided draft language for the Town to consider. After discussion, the Council requested that Attorney Ryan look at what language other Towns use for industrial use and requested that GMB provide their opinion on the matter.

Executive Session: President Schmidt stated that an executive session was held on October 2, 2024 to discuss a personnel matter.

ORDER OF BUSINESS BEFORE THE COUNCIL

Lead Line Inventory – Administrator Braband stated that the lead line inventory was completed and submitted to MDE on October 15, 2024. The Town is in the process of sending out 252 letters to properties that are considered unknown. Administrator Braband stated that Davis, Bowen & Friedel have offered to amend their contract to use additional ARPA funds if the Council would like for them to continue their work on this project. After discussion the Council requested that Davis, Bowen and Friedel work with Town Staff to amend their contract and bring to the Council for their review.

ARPA Funds – Administrator Braband requested to schedule a workshop to discuss ARPA funds and allocating the remainder before Dec. 31st. A workshop was scheduled for November 19th at 4:30 pm.

Resolution 5-2024 – A Resolution of the Council of Trappe adopting the Public Works, Water and Wastewater Superintendent job description was read by President Schmidt. Commissioner Sullivan made a motion to adopt Resolution 5-2024. Commissioner Chase seconded the motion and it was unanimously approved.

Ordinance 4-2024 - An Ordinance of the Council of Trappe to repeal and replace the Town Procurement Policy governing purchases by the Town was read by President Schmidt. Attorney Ryan stated that the Council had requested these changes to the procurement policy at the last Council meeting. Commissioner Newnam made a motion to introduce Ordinance 4-2024. Commissioner Sullivan seconded the motion and it was unanimously approved. A public hearing will be held on December 4, 2024 at 5:45 pm.

Ordinance 5-2024 - An Ordinance of the Town of Trappe, a municipal corporation of the State of Maryland, amending and supplementing Ordinance No. 3-2019; providing for the issuance and sale of up to (and including) One Million One Hundred Forty-One Thousand Dollars (\$1,141,000) par amount of bonds, to be issued and sold pursuant to the authority of Sections 19-301, et seq. of the Local Government Article of the Annotated Code of Maryland, as amended, and Section 612 of the Charter of the Town of Trappe, for the purpose of providing funds necessary to pay the costs of repairing, upgrading or replacing sanitary sewer pumping stations and other public improvement for the Town of Trappe, and paying capitalized interest on and the costs of issuing the bonds; providing that the bonds shall be issued upon the full faith and credit of the Town of Trappe; providing for the disbursement of the proceeds of the sale of the bonds and for the levy of annual taxes upon all assessable property within the corporate limits of the issuer subject to assessment for the payment of the principal of and interest on the bonds as they shall mature; providing for the form, tenor, denomination, maturity date, interest rate and other provisions of the bonds; providing for the sale of the bonds; and providing for the designation of specific projects to be financed with proceeds of the

bonds and related purposes was read by President Schmidt. Attorney Ryan stated that this Ordinance is a result of the additional money that the Town is required to secure from USDA for the pumping station project due to the increased project costs. These Ordinances have been reviewed in draft form by USDA and bond counsel is recommending that they are introduced tonight as the Town's interim financing with Shore United is set to expire December 5th. Commissioner Newnam made a motion to introduce Ordinance 5-2024. Commissioner Chase seconded the motion and it was unanimously approved. A public hearing will be held on December 4, 2024 at 5:45 pm.

Ordinance 6-2024 – An Ordinance of the Town of Trappe, a municipal corporation of the State of Maryland, amending and supplementing Ordinance No. 4-2019; providing for the issuance and sale of no more than One Million One Hundred Forty-One Thousand Dollars (\$1,141,000) par amount of General Obligation Bond Anticipation Notes to be known as “The Town of Trappe General Obligation Bond Anticipation Notes”, to be issued and sold pursuant to the authority of Section 19-212 of the Local Government Article of the Annotated Code of Maryland, as amended, and Section 612 of the Charter of the Town of Trappe, for the purpose of providing funds necessary to pay the costs of repairing, upgrading or replacing sanitary sewer pumping stations, and other public improvements for the Town of Trappe, and paying capitalized interest on and the costs of issuing the notes, all in anticipation of the future issuance of the issuer's General Obligation Bonds; providing that the notes shall be issued upon the full faith and credit of the Town of Trappe; providing for the disbursement of the proceeds of the sale of the notes and for the levy of annual taxes upon all assessable property within the corporate limits of the issuer subject to assessment for the payment of the principal of and interest on the notes as they shall mature; providing for the form, tenor, denomination, maturity date, interest rate and other provisions of the notes; providing for the sale of the notes; and providing for the designation of specific projects to be financed with proceeds of the notes and related purposes was read by President Schmidt. Attorney Ryan stated that this Ordinance is in conjunction with Ordinance 5-2024 for the pumping station project. Commissioner Newnam made a motion to introduce Ordinance 6-2024. Commissioner Sullivan seconded the motion and it was unanimously approved. A public hearing will be held on December 4, 2024 at 5:45 pm.

Public Questions: Commissioner Chase stated that he wanted to see something done with the property on Hennissee Lane that recently had the house demolished.

Executive Session: President Schmidt stated that an executive session is requested to discuss a personnel matter. Commissioner Newnam made a motion to enter into executive session at 7:01 pm. Commissioner Chase seconded the motion and it was unanimously approved.

Commissioner Chase made a motion to reopen the regular meeting at 7:43 pm. Commissioner Sullivan seconded the motion and it was unanimously approved. With no further business to discuss, Commissioner Sullivan made a motion to adjourn the meeting at 7:43 pm. Commissioner Chase seconded the motion and it was unanimously approved.

Respectfully submitted,

Erin Braband, Town Administrator

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