

Trappe Town Council
January 14, 2025

President Schmidt called the meeting to order at 4:00 pm. Council members Jeremy Newnam (via zoom) and Michael Sullivan were present. Other attendees for the Town: Town Administrator Erin Braband and Town Attorney Lyndsey Ryan.

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

Minutes: Commissioner Newnam made a motion to approve the December 4, 2024 Council minutes and workshop minutes as presented. Commissioner Sullivan 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.

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. Sgt. Aita stated that he should have the speed trailer statistics for the Council in February.

Planning & Zoning: President Schmidt stated that Lennar Homes and Brookfield Homes presented new housing plans for Lakeside and received approval for them.

Communications: None

Attorney Updates: Attorney Ryan stated that a comprehensive water and sewer plan amendment for Paris Foods needs to be submitted to the County due to a map change that occurred after Paris Foods was approved and connected to the Town's wastewater. Commissioner Sullivan made a motion to submit a comprehensive water and sewer plan amendment request to Talbot County to designate the Paris Foods property as S1/W1. Commissioner Newnam seconded the motion and it was unanimously approved.

Executive Session: President Schmidt stated that an executive session was held on December 5, 2024 and January 6, 2025 to discuss a personnel matter.

ORDER OF BUSINESS BEFORE THE COUNCIL

Dollar General: Curtis Snyder requested a release for the letter of credit that Dollar General currently has in place in the amount of \$379,313.00. Administrator Braband stated that this letter of credit is for items that are subject to the signed Public Works Agreement and will remain the property owner's responsibility. GMB does not inspect these items but has no objection to the release of the letter of credit as all items are complete. Commissioner Sullivan made a motion to release the letter of credit for Dollar General. Commissioner Newnam seconded the motion and it was unanimously approved.

Request for Proposal – Residential Trash Service: Administrator Braband stated that the current contract with Bigg Tyme Trash is ending June 30, 2025 and the Town needs to put this out to bid. The Town must select and award the contract at the April 2, 2025 Council meeting so the residents' cost can be provided to the County by May 1st to be listed on the real property tax bill sent out on July 1, 2025. Commissioner Sullivan made a motion to issue the RFP for trash service as prepared. Commissioner Newnam seconded the motion and it was unanimously approved.

Public Questions/Comments: None

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 4:15 pm. Commissioner Sullivan seconded the motion and it was unanimously approved.

Commissioner Sullivan made a motion to reopen the regular meeting at 4:51 pm. Commissioner Newnam seconded the motion and it was unanimously approved. With no further business to discuss, Commissioner Sullivan made a motion to adjourn the meeting at 4:51 pm. Commissioner Newnam seconded the motion and it was unanimously approved.

Respectfully submitted,
Erin Braband, Town Administrator