

Town of Trappe
Council Workshop & Special Meeting
July 17, 2024

President Schmidt called the workshop to order at 2:00 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.

The Council discussed the Town's remaining American Rescue Funds (ARPA) and possible ways to spend the money. The funds must be allocated by December 31, 2024 and spent by December 31, 2026. During the discussion the Council requested that staff work to get pricing and more information on the following possible items and town projects –

1. Purchase of 2 new vehicles for the Public Works and Water/Wastewater department
2. Price to have all the sewer mains in Town inspected by camera and a report of the findings
3. Issue a request for proposal (RFP) to have all the water meters in town replaced and add radio read components to all meters, this excludes Lakeside as they already have radio read meters.
4. Use the water line inventory that Davis, Bowen and Friedel is completing to find possible water mains that need to be replaced and then paving that road
5. Review Phase 2 of the pumping station project to see if there are any components of that project that can be pulled out and completed with ARPA funds.
6. President Schmidt will get pricing on purchasing a backhoe

With no further business to discuss in the workshop, Commissioner Potter made a motion at 3:11 pm to close the workshop and open the special meeting. Commissioner Newnam seconded the motion and it was unanimously approved.

Administrator Braband stated that the air conditioning unit in the Council meeting room broke on July 15th and needs to be replaced. Administrator Braband presented the Council with 3 quotes to replace the broken air condition unit. Comfort Plus provided a quote to replace the unit with the same size unit that we have now for \$7,619.46. Comfort Plus provided a quote to replace the unit with a mini-split unit that would do air conditioning and heat for \$8,719.41. Conner provided a quote to replace the unit with a unit a little bigger than we have now for \$9,446.00. After discussion, Commissioner Potter made a motion to approve the Comfort Plus quote for replacement of what the Town has now in the amount of \$7,169.46 and to use ARPA funds for this expense. Commissioner Chase seconded the motion and it was unanimously approved.

With no further business to discuss, Commissioner Newnam made a motion to close the special meeting and enter into executive session to discuss a personnel matter at 3:21 pm. Commissioner Sullivan seconded the motion and it was unanimously approved.

Commissioner Potter made a motion to reopen the special meeting at 3:45 pm. Commissioner Newnam seconded the motion and it was unanimously approved. With no further business to discuss, Commissioner Chase made a motion to adjourn the meeting at 3:46 pm. Commissioner Potter seconded the motion and it was unanimously approved.

Respectfully submitted,
Erin Braband, Town Administrator