

Town Council Meeting
May 1, 2024

Council of Trappe Meeting: 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 Assistant Town Attorney Carly Landolfi.

Agenda: Commissioner Potter made a motion to approve the May 1st agenda as presented. Commissioner Chase seconded the motion and it was unanimously approved.

Minutes: Commissioner Potter made a motion to approve the April 3, 2024 Council minutes, the April 9, 2024 Council workshop minutes and the April 16, 2024 Council workshop minutes. Commissioner Newnam seconded the motion and it was unanimously approved.

Clerks report: Administrator Braband stated that the Clerk's Report, 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 report is in the Council's binders and filed with the records.

Public Works: Administrator Braband stated that Lt. Dobson is unable to make the meeting tonight but wanted to let the Council know that they have made 2 arrests in the home invasion that occurred last month.

Planning & Zoning: President Schmidt stated that the Fire Chief Newnam attended the meeting and provided an update regarding the new firehouse and presented a preliminary layout. Mr. Dolan attended the meeting to discuss subdivision possibilities for the property he owns on Maple Ave. The Planning Commission introduced the comp plan amendment which will include the Stories of the Chesapeake in the comp plan and will hold a public hearing for this Resolution at their June 18th meeting.

Communications: None

Attorney Updates: Attorney Landolfi stated that the Town has received a draft agreement for transfer, operation and expansion of the Lakeside Wastewater Treatment Plant and the Council scheduled a workshop for May 15th at 2:00 pm to discuss the agreement.

ORDER OF BUSINESS BEFORE THE COUNCIL

Water Service Line Inventory Project Bids - President Schmidt stated that the Council held interviews today starting at 3 pm for the 3 engineering firms that the Council had previously narrowed the bids down to. Commissioner Chase made a motion to use the Town's ARPA funds and award the bid to Davis, Bowen and Friedel based on their cost of service, scope of service, the firm's consistency with the RFP, the firm's references and the firm's projected project schedule. Commissioner Sullivan seconded the motion and it was unanimously approved.

Lakeside – Agreement to Transfer Wastewater Allocation and Development Restriction –

Attorney Showalter stated that the Lakeside developer previously purchased 120 EDUs from the Town that would allow Lakeside to connect 120 houses to the Town's existing treatment plant. At this time 114 of 120 have been used. Attorney Showalter stated that the Lakeside developer would like to use the 6 remaining EDUs for the Lakeside community pool and pool house which is scheduled to be opened Memorial Day weekend. Mr. Showalter stated that this agreement will take the remaining 6 EDUs for the platted lots that do not have houses on them and use them for the pool. This agreement also states that if permits are issued for these 6 EDUS, the houses will not receive an occupancy certificate until the Lakeside Treatment Plant is in operation. Commissioner Newnam made a motion to approve the agreement and transfer the 6 remaining EDUs to the Lakeside community pool and pool house. Commissioner Chase seconded the motion and it was unanimously approved.

Lakeside Sidewalk Repair –

President Schmidt stated that there are some issues with sidewalks being in disrepair at Lakeside and GMB is requiring the developer to replace the concrete joint to joint as per Town standards. Rauch is interpreting the Town standards differently and wants to replace the sidewalk using one of the existing joints and create a new joint instead of extending to the next joint. Attorney Landolfi stated that if the Council agrees with Rauch's interpretation of the Town standards then the Council will need to make a motion to deviate from the existing code. After discussion, the Council agreed with GMB's interpretation of the Town standards and is requiring the Lakeside developer to replace the entire section of damaged sidewalk utilizing the existing joints. Attorney Showalter asked if the Council would consider modifying the Town standards to allow Lakeside to test the concrete curbs and sidewalks every 40-50 cubic yards instead of 20 cubic yards as stated in the Town's standards. After discussion, the Council agreed to leave the Town standards as they are and require testing every 20 cubic yards.

Short Term/Long Term Disability Proposal – Hartford/LGIT –

Administrator Braband stated that the Town currently has a short term/long term disability plan with SunLife Financial and that she had reached out to a new provider who recently joined with LGIT to inquire about pricing. The Town is currently paying \$3,340.90 per year for the current plan and Hartford's proposal for the same plan with additional benefits is \$1,829.46 per year for a savings of \$1,511.44 for the Town. After discussion, Commissioner Chase made a motion to change the Town's short term/long term disability carrier to Hartford and accept their proposal effective July 1, 2024. Commissioner Potter seconded the motion and it was unanimously approved.

Pumping Station Phase 1 Project – USDA Funding –

Administrator Braband stated that she was hoping to have some funding information from USDA for the Council but it has not been received. The Council agreed to table this item.

Ordinance 1-2024 –

An Ordinance of the Town of Trappe amending the Trappe Zoning Ordinance, Title III, Section 2, Title IV, Sections 6, 7, 8 and 12 to establish reasonable Zoning regulations for cannabis businesses was read by President Schmidt. President Schmidt stated that the Planning Commission worked to create the zoning regulations for cannabis and have prepared this Ordinance for Council review however since that time new State laws have been passed that could change their

intentions for this Ordinance and requested that it be sent back to them for review at their May 21st meeting. The Council agreed to send this Ordinance back to the Planning Commission for their review and comments. Commissioner Potter made a motion to introduce Ordinance 1-2024. Commissioner Sullivan seconded the motion and it was unanimously approved.

Ordinance 2-2024 – An Ordinance of the Town of Trappe adopting a General Budget for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025, and establishing a tax rate of \$.33 per \$100 of assessed real property value and a tax rate of \$.75 per \$100 on all commercial or business personal property and public utilities; and establishing an annual fee of \$182.00 per residential household for trash collection services, and also adopting an Enterprise Budget for the Town’s water and sewer operations was read by President Schmidt. Administrator Braband stated that this Ordinance does not increase or establish any new fees for the fiscal year, this is only adopting the current rates. Commissioner Newnam made a motion to introduce Ordinance 2-2024. Commissioner Chase seconded the motion.

VOTE:

Newnam – Y Sullivan – Y Schmidt – Y Potter – Y Chase – Y
Motion approved

Ordinance 3-2024 – An Ordinance of the Town of Trappe to amend Section 14 of the Trappe Town Code, Table 1 titled “Fees and Charges” to increase the water and sewer monthly fees was read by President Schmidt. President Schmidt stated that the Town is forced to increase the water and sewer usage fees by \$2.00 per 1,000 gallons due to operational costs and the increase in costs for the pumping station replacement project and the ENR upgrade to the Town’s wastewater treatment plant that will be happening soon. Commissioner Sullivan made a motion to introduce Ordinance 3-2024. Commissioner Potter seconded the motion.

VOTE:

Newnam – Y Sullivan – Y Schmidt – Y Potter – Y Chase – Y
Motion approved

A public hearing for Ordinance 1-2024, Ordinance 2-2024 and Ordinance 3-2024 will be held on June 5, 2024 at 5:30 pm.

Public Questions/Comments – None

Executive Session – No executive session is requested.

There being no further business to discuss, Commissioner Newnam made a motion at 7:05 pm to adjourn the meeting. Commissioner Sullivan seconded the motion and it was unanimously approved.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk

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