

Trappe Town Council
March 4, 2026

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

Agenda: Commissioner Potter made a motion to amend the agenda by moving the job description discussion to executive session. Commissioner Chase seconded the motion and it was unanimously approved.

Minutes: Commissioner Chase made a motion to approve the February 4, 2026 Workshop and Council minutes as presented. Commissioner Sullivan seconded the motion and it was unanimously approved.

Clerk's Report: Administrator Braband read the Clerk's report that is filed with the records along with the General Fund and the Enterprise Fund Budget.

Public Works: President Newnam stated that the monthly report is in the Council's binders.

Public Safety: 1st Sgt. Aita read the monthly report that is filed with the records.

Planning & Zoning: Commissioner Schmidt stated that the Planning Commission gave preliminary subdivision approval to Mr. Hause for his property on Old Trappe Road. The Planning Commission also approved Lakeside's landscape plan for the properties on Piney Hill Road and approved the lot line revision plat for Phase 1A.

Communications: None

Attorney Updates: None

Executive Session: President Newnam stated that an executive session was held on February 4, 2026 to discuss a personnel matter.

ORDER OF BUSINESS BEFORE THE COUNCIL

MD Rural Water Association Apprenticeship Program – Patty Shreves

Patty gave an overview of the apprenticeship program through MD Rural Water Association and how it would benefit the Town to join the program. This program is a 2 year program with on the job training for an apprentice to receive their water operator license. MD Rural Water has grant funding to pay for all the required course work and some supplemental services. There is a water program and a wastewater program but they cannot be done simultaneously. After discussion, President Newnam made a motion to enter into the MD

Rural Water Association Apprenticeship program for both water and wastewater. Commissioner Chase seconded the motion and it was unanimously approved.

Noise complaint – Jason McDermott

Mr. McDermott received the noise violation letter from the Town regarding his dump truck and questioned why this matter was being brought back up after the Council decided in 2023 to not enforce the noise ordinance for this. President Newnam explained that the Town has received complaints about the time the dump truck is started in the morning from 2 different neighbors. The noise ordinance is in effect from 10 pm to 7 am and Mr. McDermott is starting his truck around 2 am every morning. After discussion a compromise was made between Mr. McDermott, the Town, Mr. Billings and Mr. Evans to allow Mr. McDermott until Monday, March 9th to find somewhere else to park his dump truck and the Town will not enforce the noise ordinance until after March 9th. President Newnam stated that while the Council is enforcing the noise ordinance for the dump truck, he personally will not entertain Mr. Billings or Mr. Evans returning in the future to complain about Mr. McDermott's personal truck. Mr. Billings and Mr. Evans both stated that they do not have an issue with Mr. McDermott starting his personal truck, the only issue is with the dump truck.

Resolution 1-2026 – A Resolution of the Council of Trappe repealing the Town of Trappe Employee Handbook and adopting a new Town of Trappe Employee Handbook dated March 4, 2026 was read by President Newnam. Commissioner Sullivan made a motion to adopt Resolution 1-2026. Commissioner Chase seconded the motion.

VOTE:

Schmidt – N Sullivan – Y Newnam – Y Potter – Y Chase – Y

Motion approved 4-1

Maple Avenue Drainage - Bobby Quidas expressed concern with the drainage issue from Maple Avenue that affects his property. President Newnam stated that temporary fixes have been done but the drainage is still an issue so 2 quotes have been obtained to fix the drainage. First quote is from Apex Grading and Landscaping for \$2,950.00 and the second quote is from Good Life Property Management for \$3,475.00. President Newnam stated that these quotes do not include road repair but that can be done at a later time. After discussion, President Newnam made a motion to accept the quote from Apex Grading in the amount of \$2,950.00. Commissioner Chase seconded the motion and it was unanimously approved.

Landscape Proposal Items – At the Council's request Administrator Braband presented a list of items that staff would like to see included in the grass cutting/landscape RFP. Administrator Braband stated that services at Town Hall need to be added to the list as well as leaf removal for all Town properties. President Newnam requested to increase mulching to twice a year and to add an alternate to the RFP for contractors to include a price for them to provide materials and a price for the Town to provide them. Commissioner Chase made

a motion to put the grass cutting/landscape RFP out to bid with these revisions. President Newnam seconded the motion and it was unanimously approved.

Public Questions/Comments –

Mr. Ramirez from 29272 Maple stated that he had a busted water pipe under his house that caused him to have a major water bill. Mr. Ramirez is requesting a credit to his bill for the sewer portion. Administrator Braband stated that Mr. Ramirez fixed the leak himself 2 months after being notified by the Town of the leak and the Town's leak credit policy requires that a licensed plumber make the repair so the office is unable to give a credit. The Town has now disconnected the water due to non-payment. Mr. Ramirez asked for some kind of payment plan or to pay a lesser amount than required to have the water turned back on. After discussion, Commissioner Schmidt made a motion to create a payment plan for Mr. Ramirez which would require 3 payments of \$736.10 in addition to his regular monthly bill and the first payment of \$736.10 is the minimum due to have the water turned back on. This payment plan must be paid off by June 1st and if a payment is not made the water will be disconnected again. President Newnam seconded the motion and it was unanimously approved.

Executive Session – President Newnam stated that an executive session is requested to discuss a personnel matter. Commissioner Potter made a motion to enter into executive session at 7:33 pm. Commissioner Sullivan seconded the motion and it was unanimously approved.

President Newnam made a motion to reopen the regular meeting at 7:56 pm. Commissioner Schmidt seconded the motion and it was unanimously approved. With no further business to discuss, Commissioner Potter made a motion to adjourn the meeting at 7:56 pm. Commissioner Schmidt seconded the motion and it was unanimously approved.

Respectfully submitted,
Erin Braband, Town Administrator