

Trappe Town Council  
August 6, 2025

President Newnam called the public hearing to order at 5:55 pm. Council members Brian Schmidt, Michael Sullivan, Rose Potter and Walter Chase were present. Other attendees for the Town: Town Administrator Erin Braband, Superintendent Shawn Lane and Town Attorney Lyndsey Ryan.

Ordinance 4-2025 – An Ordinance of the Town of Trappe to amend Section 14 of the Trappe Town Code titled “Water and Sewer”, to increase the amount of the penalty for violating Section 14 of the Code and to include a new section to prohibit the unlawful turn-on or connection of the Town’s water or sewer service was read by President Newnam. Ryan Showalter stated that the Lakeside developer has no objection to the Ordinance and they are just as frustrated with the contractors as the Town is. They have made signs in both English and Spanish stating that connecting the water is not permitted, only the Town can make the connection. James Cook stated that he has worked with Administrator Braband to purchase 100 more water meter locks and they will be installed as soon as they arrive. The Town will be the only one with the keys and will remove the lock when a water meter has been installed. With no further public comment, Commissioner Chase made a motion to close the public hearing at 6:01 pm. Commissioner Potter seconded the motion and it was unanimously approved.

President Newnam called the regular meeting to order at 6:01 pm. Commissioner Potter made a motion to open the meeting. Commissioner Chase seconded the motion and it was unanimously approved.

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

**Minutes:** Commissioner Potter made a motion to approve the July 2, 2025 Council minutes as presented. Commissioner Chase 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 Budget and the Enterprise Fund Budget.

**Public Works Report:** Superintendent Lane read the monthly report that is filed with the records. Chris Brown from Livingston Septic stated that they have run into an issue when installing the sewer liners. Mr. Brown stated that a section has been located that is allowing a lot of protruding water in and the cause needs to be determined and then fixed before a liner can be installed. Mr. Brown stated that they can use the liner that was supposed to go there at another location in Town and there would be no extra charge to do so. Mr. Brown said that he would honor the same contract price per linear foot for all liners. After discussion Commissioner Potter made a motion to have Mr. Brown coordinate with Superintendent Lane to find a new location for the liner and then work to investigate and fix the cause of the protruding water. Commissioner Chase seconded the motion and it was unanimously approved.

**Public Safety:** Sgt. Aita presented the monthly police report and reviewed the latest speed trailer report. The Sheriff's Office will continue with speed enforcement as it is making a difference.

**Planning & Zoning:** Commissioner Schmidt stated that at the July meeting Lakeside got preliminary approval for 10 additional townhouses in Phase 1C.

**Communications:** President Newnam thanked the Town for allowing the Fire Department to have the parade again this year and for having the streets cleaned beforehand. Commissioner Sullivan stated that ShoreRiver Keepers tested the bacteria level at LaTrappe Creek and it is high. ShoreRiver Keepers realize that it isn't the Town's discharge causing the problem but Commissioner Sullivan wants the Town to find out where it is coming from. After discussion the consensus of the Council is there isn't much the Town can do as we don't have the authority to enter private property and LaTrappe Creek is outside Town limits, it should be handled by the County.

**Attorney Updates:** Attorney Ryan stated that she and Administrator Braband are continuing to work with MDE for funding of the ENR upgrade.

**Executive Session:** President Newnam stated that an executive session was held on July 2, 2025 to discuss public safety.

### **ORDER OF BUSINESS BEFORE THE COUNCIL**

**Ordinance 4-2025** – An Ordinance of the Town of Trappe to amend Section 14 of the Trappe Town Code titled "Water and Sewer", to increase the amount of the penalty for violating Section 14 of the Code and to include a new section to prohibit the unlawful turn-on or connection of the Town's water or sewer service was read by President Newnam. A public hearing on Ordinance 4-2025 was held tonight at 5:55 pm. Commissioner Potter made a motion to adopt Ordinance 4-2025. Commissioner Sullivan seconded the motion.

VOTE:

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

Motion approved.

**Ordinance 5-2025** – An Ordinance of the Town of Trappe to amend Section 14 of the Trappe Town Code titled "Water and Sewer", to prohibit private potable and non-potable wells in Town, except under certain circumstances was read by President Newnam. Attorney Ryan stated that this Ordinance would prohibit the use of any private well with the exception of a few circumstances that would require Council approval after a formal application was submitted and reviewed by the Town Engineer to determine that the well would not have an adverse effect on the Town's water supply. This Ordinance would not effect any of the private wells already established in Town. Commissioner Potter made a motion to introduce Ordinance 5-2025. Commissioner Chase seconded the motion and it was unanimously approved. A public hearing will be held on September 3, 2025 at 5:55 pm.

**Resolution 3-2025** – A Resolution declaring the official intent of the Council of Trappe to reimburse expenditures to be incurred with respect to certain capital projects with the proceeds of debt to be issued by the Town of Trappe was read by President Newnam. Attorney Ryan stated that this Resolution allows the Town to reimburse themselves for expenses paid for the ENR Upgrade. Commissioner Chase made a motion to adopt Resolution 3-2025. Commissioner Potter seconded the motion and it was unanimously approved. Attorney Ryan stated that the Town will need to get interim financing for the ENR upgrade project and requested that the Council authorize Administrator Braband to work with Shore United Bank to get the financing information together and bring it back to the Council for their review and approval. Commissioner Sullivan made a motion to authorize Administrator Braband to work with Shore United Bank to get the interim financing terms together for the Council. Commissioner Chase seconded the motion and it was unanimously approved.

**Lakeside** – Attorney Showalter stated that the Lakeside developer has installed two non-potable wells to be used for irrigation at the front entrance and irrigation at the pool house. They are requesting to exchange the usage from those two meters to get 10 EDUs which will allow for 10 building permits. The Council expressed their displeasure with the Lakeside developer installing these two non-potable wells without any prior notification to the Town, even if Town Code allows them. There was no communication from the developer, a lack of transparency by the developer and a loss of revenue for the Town. James Cook stated that the developer went through the process to obtain all the required permits and the wells are not against Town Code so they didn't think to say anything to the Town. Mr. Cook stated that the irrigation at the pool house property will not be used to fill the pool, only to irrigate the grass. Commissioner Schmidt stated that each property is only allocated 1 EDU so even if the irrigation meters were using the same capacity as 10 EDUs the allocation was not there to trade for 10 but they could consider trading for 2. After additional discussion President Newnam made a motion to not permit the trading of allocations until Well 4R was complete and a production study had been done. Commissioner Potter seconded the motion.

VOTE:

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

Motion approved by 4-1 vote.

**Code Enforcement** – Administrator Braband stated that the Council requested to discuss the Town's trash can policy and provided policies from neighboring Towns. After discussion the Council directed Attorney Ryan to draft an Ordinance for the September meeting to allow trash cans to be set out after 5 pm the day before collection and cans must be removed within 24 hours. A violation of this Ordinance would result in one violation letter per calendar year being sent to the property owner and if another violation occurred in the same calendar year, a fine would be issued.

### **Public Questions/Comments:**

Nadine Culver from Seymour Drive thanked the Council for addressing the issue with trash cans being left on the street and thanked the Sheriff's Office for the increase in police protection. Ms.

Culver said that the storm drains on Seymour and Marvel were clogged and water was backing up into the street but the County has since been out and cleaned the ditch on Barber Road which has helped with this problem.

**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 7:08 pm. Commissioner Sullivan seconded the motion and it was unanimously approved.

Commissioner Sullivan made a motion to reopen the regular meeting at 7:47 pm. Commissioner Chase seconded the motion and it was unanimously approved. With no further business to discuss, Commissioner Sullivan made a motion to adjourn the meeting at 7:47 pm. Commissioner Chase seconded the motion and it was unanimously approved.

Respectfully submitted,  
Erin Braband, Town Administrator