

Trappe Town Council
May 7, 2025

Public Hearing – 5:45 pm –

President Schmidt opened the public hearing at 5:45 pm. Council members Jeremy Newnam, Michael Sullivan, Rose Potter and Walter Chase were present. Other attendees for the Town: Town Administrator Erin Braband, Water Superintendent Shawn Lane, Town Attorney Lyndsey Ryan and Town Engineer Katherine McAllister from GMB.

Ordinance 1-2025 – An Ordinance of the Town of Trappe adopting a General Budget for the Fiscal Year beginning July 1, 2025 and ending June 30, 2026, 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 \$189.80 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. No public comment was received.

Ordinance 2-2025 – An Ordinance of the Council of Trappe to adopt an updated official Zoning Map was read by President Schmidt. No public comment was received.

Ordinance 3-2025 – An Ordinance of the Council of Trappe to repeal in its entirety and reenact the Town of Trappe Zoning Ordinance was read by President Schmidt. No public comment was received.

Commissioner Sullivan made a motion to close the public hearing at 5:49 pm. Commissioner Chase seconded the motion and it was unanimously approved.

President Schmidt called the regular monthly meeting to order at 6:00 pm.

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

Minutes: Commissioner Sullivan made a motion to approve the April 2, 2025 Council minutes and workshop minutes as presented. Commissioner Newnam seconded the motion and it was unanimously approved.

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

Public Works: President Schmidt stated that the public works report is in the Council's binders. Commissioner Potter thanked Superintendent Lane for all his hard work on the parks. President Schmidt stated that the Town received 2 bids for the sale of the Town's 2001 Chevrolet 3500. The first bid is from Eric Asmussen in the amount of \$3,500.00 and the second bid is from John Foster in the amount of \$2,551.00. Commissioner Sullivan made a motion to accept Eric Asmussen's offer of \$3,500.00. Commissioner Potter seconded the motion and it was unanimously approved.

Public Safety: Administrator Braband stated that the speed trailer results for the first 3 locations are in the Council's binders. President Schmidt asked that this be discussed with the Sheriff's Department and try to figure out how to get the speeding under control.

Planning & Zoning: President Schmidt stated that the Planning Commission gave preliminary approval to a 2-lot subdivision of Kevin Dolan's property. President Schmidt stated that Edgar Harrison's term on the Planning Commission expires this month and Mr. Harrison has requested to be reappointed. Commissioner Newnam made a motion to reappoint Edgar Harrison to the Planning Commission. Commissioner Chase seconded the motion and it was unanimously approved.

Communications:

Commissioner Sullivan stated that he attend the RMC meeting in Berlin and learned of a few grant programs that the Town could look into for infrastructure projects.

Commissioner Schmidt stated that the May 13th Town Council election has been cancelled because the 3 incumbents are running unopposed.

Commissioner Schmidt stated that the Town received notification from the Community Parks and Playgrounds Program that the grant application to install a softball field at Home Run Baker Park received a full grant in the amount of \$195,000.00. This project will be a group effort between the Town, Talbot County and the Little League Association. The grant award is contingent upon the Board of Public Works final approval but at this time they are asking if the Town still wishes to move forward with this project and accept the grant award. Commissioner Newnam made a motion to accept the grant award and proceed with the next steps. Commissioner Sullivan seconded the motion.

VOTE:

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

Superintendent Lane informed the Council that Southern Corrosion will be on-site to do interior cleaning and maintenance on the water tower during the month of June. This will require the water tower to be taken offline for about 3-5 weeks. Notices will be going out to residents to request that they conserve water during this timeframe.

Attorney Updates: Attorney Ryan stated that the water and sewer comp plan amendment for Paris Foods was finally approved by the County Council.

Executive Session: President Schmidt stated that an executive session was held on April 2, 2025 to discuss a personnel matter.

ORDER OF BUSINESS BEFORE THE COUNCIL

Ordinance 1-2025 – An Ordinance of the Town of Trappe adopting a General Budget for the Fiscal Year beginning July 1, 2025 and ending June 30, 2026, 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 \$189.80 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. A public hearing was held this evening and received no public comment. Commissioner Chase made a motion to adopt Ordinance 1-2025. Commissioner Newnam seconded the motion.

VOTE:

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

Motion approved.

Ordinance 2-2025 – An Ordinance of the Council of Trappe to adopt an updated official Zoning Map was read by President Schmidt. A public hearing was held this evening and received no public comment. Commissioner Newnam made a motion to adopt Ordinance 2-2025. Commissioner Sullivan seconded the motion and it was unanimously approved.

Ordinance 3-2025 – An Ordinance of the Council of Trappe to repeal in its entirety and reenact the Town of Trappe Zoning Ordinance was read by President Schmidt. A public hearing was held this evening and received no public comment. Commissioner Newnam made a motion to adopt Ordinance 3-2025. Commissioner Chase seconded the motion and it was unanimously approved.

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Lakeside Water Capacity Improvements:

Ryan Showalter and James Cook presented a proposal to drill a new well (Well 4R) for the Town as a replacement to existing Well 4. The new well will require additional chemical storage which will be added to the outside of the Well 6 building. Once Well 4R is in operation, existing Well 4 will be sealed. Attorney Showalter stated that Somerset Well is ready to go as soon as the Council approves the project and they estimate project completion to be late July/early August. Well 4R will provide additional capacity for the Town and Attorney Showalter confirmed that the addition of Well 4R does not replace the DRRRA requirements and the developer is not seeking credit for this addition. The developer has begun the water improvements as required in the DRRRA by working to bring one of the wells that was drilled along Piney Point online but it is estimated to take 6-8 months before that well is in operation as the water treatment facilities still need to be constructed.

Attorney Showalter asked if the Council would agree to issue building permits for Lakeside while Well 4R is being installed but withhold occupancy permits until after the Well was in operation. The Council denied this request.

Commissioner Newnam expressed concern over the look of the additional chemical building as this is a residential area. The Council discussed the options with Attorney Showalter and James Cook and they agreed to look for options to make the new chemical building match the existing Well 6 building.

The Council discussed their desire to have Well 4R in operation for at least 30 days and then review the production numbers to determine how much additional capacity had been created before agreeing to issue additional permits to Lakeside. The Council discussed continuing to review the production numbers every 6 months to determine available capacity until the new water tower was in operation.

President Schmidt asked what was the status of the new water tower that is required due to storage concerns. Attorney Showalter stated that plans have been reviewed once by MDE and GMB and Rauch is working to revise the plans as per the comments that were received after both reviews. Attorney Showalter stated that they hope to have the revised water tower plans submitted back to MDE and GMB within 1 month and would have an update for the Council by their June Council meeting. The time frame for the water tower to be constructed and in operation is approximately 2 years.

Commissioner Newnam made a motion to approve the Well 4R proposal pending review and approval by GMB and the Town approving the look of the new chemical storage building. The Town will not issue building permits until Well 4R is in operation and at least 30 days' worth of production numbers have been reviewed by the Town and then Council will determine if there is additional capacity and if so, how many building permits can be issued. Commissioner Sullivan seconded the motion.

VOTE:

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

Motion approved.

President Schmidt requested that the Council consider amending the Town Administrator's job description to give them authority to hire and terminate all employees except for their position and the Water/Wastewater Superintendent. The Council would retain authority to hire and terminate those positions. After discussion, Commissioner Newnam made a motion to amend the Town Administrator's job description to give that position the authority to hire all employees except for their position and the Water/Wastewater Superintendent. Commissioner Chase seconded the motion. Council will retain termination authority for all positions.

VOTE:

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

Motion approved 4-1.

Public Questions/Comments: None

Executive Session: President Schmidt stated that an executive session is requested to discuss a personnel matter. Commissioner Potter made a motion to enter into executive session at 7:42 pm. Commissioner Newnam seconded the motion and it was unanimously approved.

Commissioner Newnam made a motion to reopen the regular meeting at 7:48 pm. Commissioner Potter seconded the motion and it was unanimously approved. With no further business to discuss, Commissioner Newnam made a motion to adjourn the meeting at 7:48 pm. Commissioner Potter seconded the motion and it was unanimously approved.

Respectfully submitted,
Erin Braband, Town Administrator