

COUNCIL OF TRAPPE  
TRAPPE TOWN HALL  
JUNE 1, 2016

**Public Hearing – 6:45 pm**

President Fegel opened the public hearing for Ordinance 2-2016 at 6:45 pm. President Fegel read Ordinance 2-2016 – An Ordinance of the Town of Trappe to amend Section 14 of the Trappe Town Code titled “Water and Sewer”, Table 1 titled “Fees and Charges” to increase the basic monthly water service fee, the basic monthly sewer fee, the monthly water usage rate and the monthly sewer usage rate by two percent (2%). No public comment was given and the public hearing was closed at 6:46 pm.

President Fegel opened the public hearing for Ordinance 3-2016 at 6:46 pm. President Fegel read Ordinance 3-2016 – An Ordinance of the Town of Trappe adopting a General budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017, and establishing a tax rate of \$.31 per \$100 of assessed real property value and a tax rate of \$.54 per \$100 on all commercial or business personal property and public utilities; and establishing an annual fee of \$167 per residential household for trash collection services, and also adopting an Enterprise budget for the Town’s water and sewer operations. No public comment was given and the public hearing was closed at 6:47 pm.

President Fegel opened the public hearing for Ordinance 4-2016 at 6:47 pm. President Fegel read Ordinance 4-2016 – An Ordinance of the Town of Trappe to adopt an updated floodplain management ordinance and to repeal all previous floodplain management ordinances. No public comment was given and the public hearing was closed at 6:48 pm.

**Council of Trappe Meeting:**

President Fegel called the regular meeting of the Council of Trappe to order at 7:00 pm. Council members Rose Potter, Tonya Pritchett and Don English were present. Other attendees: Mr. & Mrs. Adams, Nancy Dunn, Mike Sullivan, Chris Polk, Attorney Booth, Planner Shull, Chief Ball and Clerk Braband.

**Amendments to the Agenda:**

Agenda was approved as submitted.

**Presentation of Minutes:**

Commissioner Potter made a motion to approve the minutes as presented. Commissioner English seconded the motion. All approved.

**Clerk’s Report:**

Clerk Braband presented the Clerk’s report that is filed in the records. Clerk Braband also presented the current budgets for both the general and the enterprise funds. Clerk Braband noted that income from income taxes is a lot lower than what was budgeted again this year.

### **COMMITTEE AND DEPARTMENT RECORDS**

**Public Safety** – Chief Ball read his report. Chief Ball reported that Powell Ave and Ross Lane will be closed on June 25<sup>th</sup> for the fire department parade.

**Public Works** – President Fegel stated that Superintendent Callahan is still out on medical leave therefore no report was available. President Fegel stated that Well 4 is now back in operation but there are still a few repairs that need to be made to it. President Fegel stated that Scott Ireland is continuing to cut the Town's grass as best he can when the weather and his schedule allows. Southern Corrosion should also be in Town next week to replace the vent on the water tower.

**Planning & Zoning** – Planner Shull reported that no planning meeting was held in May. Planner Shull stated that she is continuing to work on 3 major property maintenance issues with 1 of them almost being complete. Planner Shull also stated that a letter and an application went out to all the property owners in the Town with the water bills for the rental registration program.

**Parks & Recreation** – As Commissioner of Parks, Commissioner Potter stated that the Town received correspondence from the Deputy Director of the Land Acquisition and Planning at the State of Maryland and she stated that the Town's application for Nace's Park is now in a process called state clearing house review which means the application is reviewed and has been sent to several other departments for their review and decision. Planner Shull stated that the letter states that the money has been put into their budget which authorizes the Town to incur expenses now if we wanted to but it doesn't commit them to reimburse the Town until it has been passed by the Board of Public Works. Planner Shull stated that based on her history the award should be for the amount that we asked for which included a 10% contingency and obligated the Town to put forward their budgeted \$10,000.00.

**Economic Development** – Planner Shull stated that she attended the May meeting and gave the Council a written report. The next meeting will be held tomorrow and the Mayor of Salisbury will be the speaker. Planner Shull stated that the economic development commission is revisiting their strategic plan and looking to attract and retain additional manufacturing/industrial businesses. The Commission has realized that Trappe and Easton are the only places that have areas zoned for those kinds of businesses so they will be focusing on those Towns.

**Communications** – President Fegel stated that the Steel drum concert that was supposed to be held on Memorial Day has been rescheduled for August. 7<sup>th</sup>. The Belles of the Bay will also hold a concert on June 12<sup>th</sup> at the Trappe United Methodist Church.

**Attorney Updates** – Attorney Booth stated that she didn't have anything in addition to tonight's Ordinances and Resolutions.

**Executive Session** – President Fegel stated that an executive session was held on May 4, 2016 to obtain legal advice.

**ORDER OF BUSINESS BEFORE THE COUNCIL**

President Fegel stated that a public hearing was held tonight at 6:45 for Ordinance 2-2016, Ordinance 3-2016 and Ordinance 4-2016.

Ordinance 2-2016 – An Ordinance of the Town of Trappe to amend Section 14 of the Trappe Town Code titled “Water and Sewer”, Table 1 titled “Fees and Charges” to increase the basic monthly water service fee, the basic monthly sewer fee, the monthly water usage rate and the monthly sewer usage rate by two percent (2%) was read by President Fegel. President Fegel opened for comments. Commissioner Potter made a motion to adopt Ordinance 2-2016. Commissioner English seconded the motion. No discussion held.

VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y  
All approved, motion carried.

Ordinance 3-2016 – An Ordinance of the Town of Trappe adopting a General budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017, and establishing a tax rate of \$.31 per \$100 of assessed real property value and a tax rate of \$.54 per \$100 on all commercial or business personal property and public utilities; and establishing an annual fee of \$167 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 Fegel. President Fegel opened for comments. Commissioner Potter made a motion to adopt Ordinance 3-2016. Commissioner English seconded the motion. No discussion held.

VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y  
All approved, motion carried.

Ordinance 4-2016 – An Ordinance of the Town of Trappe to adopt an updated floodplain management ordinance and to repeal all previous floodplain management ordinances was read by President Fegel. President Fegel opened for comments. Commissioner Pritchett made a motion to adopt Ordinance 4-2016. Commissioner English seconded the motion. No discussion held.

VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y  
All approved, motion carried.

Ordinance 5-2016 – An Ordinance of the Town of Trappe to amend Section 14.10 of the Trappe Town Code to require that water and sewer charges be paid within 30 days to ensure that the Town is able to meet its financial obligations associated with the water and sewer system; and grant to the Council the authority to adopt a Resolution establishing a uniform disconnection policy for delinquent accounts was read by President Fegel. Commissioner Potter made a motion to introduce Ordinance 5-2016. Commissioner English seconded the motion.

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VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y

All approved, motion carried.

A public hearing will be held on July 6, 2016 at 6:45 pm.

Ordinance 6-2016 – An Ordinance of the Town of Trappe adopting the 2015 edition of the International Building Code, as modified by the Maryland Building Performance Standards, and as further amended by this Ordinance, as the Building Code of the Town of Trappe, and repealing all Ordinances inconsistent herewith was read by President Fegel. Attorney Booth stated that the Town has previously adopted the 2012 Building Code and every 3 years the State requires that the Town adopt the new codes. The 2015 editions have been tailored to the Town and are very similar to the 2012 edition. Attorney Booth stated that Ordinance 6-2016 would adopt the building code that would apply to commercial and residential structures/townhouses in excess of 3 stories or more. Ordinance 7-2016 would adopt the residential building code that applies to 1 and 2 story family dwellings. Ordinance 8-2016 would adopt the energy conservation code which the Town is required to adopt and has to be adopted as is. Ordinance 9-2016 is a new Ordinance which the Town has not had before and would adopt the existing building code which applies to remodels and renovations in Town. Ordinance 10-2016 would adopt the property maintenance code which applies to the exterior of all properties and the interior of non-owner occupied. President Fegel asked if there are any major changes or new requirements with the 2015 edition. Planner Shull stated that she has reviewed these with Mark Adams from MDIA and this is what MDIA uses for all their inspection locations. Adopting these Ordinances also makes it easier on builders as they know what the standards are as they don't change from jurisdiction to jurisdiction. Commissioner Pritchett made a motion to introduce Ordinance 6-2016. Commissioner Potter seconded the motion. No discussion held.

VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y

All approved, motion carried.

A public hearing will be held on July 6, 2016 at 6:45 pm.

Ordinance 7-2016 – An Ordinance of the Town of Trappe adopting the 2015 edition of the International Residential Code for one and two family dwellings, as modified by the Maryland Building Performance Standards, and as further amended by this Ordinance, as the Residential Code of the Town of Trappe, and repealing all Ordinances inconsistent herewith was read by President Fegel. Commissioner Pritchett made a motion to introduce Ordinance 7-2016. Commissioner Potter seconded the motion. No discussion held.

VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y

All approved, motion carried.

A public hearing will be held on July 6, 2016 at 6:45 pm.

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Ordinance 8-2016 – An Ordinance of the Town of Trappe adopting the 2015 edition of the International Energy Conservation Code, as modified by the Maryland Building Performance Standards, and as further amended by this Ordinance, as the Energy Conservation Code of the Town of Trappe was read by President Fegel. Commissioner Potter made a motion to introduce Ordinance 8-2016. Commissioner Pritchett seconded the motion. No discussion held.

VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y

All approved, motion carried.

A public hearing will be held on July 6, 2016 at 6:45 pm.

Ordinance 9-2016 – An Ordinance of the Town of Trappe adopting the 2015 edition of the International Existing Building Code, as amended by this Ordinance, as the Existing Building code of the Town of Trappe, and repealing all Ordinances inconsistent herewith was read by President Fegel. Commissioner Potter made a motion to introduce Ordinance 9-2016. Commissioner English seconded the motion. No discussion held.

VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y

All approved, motion carried.

A public hearing will be held on July 6, 2016 at 6:45 pm.

Ordinance 10-2016 – An Ordinance of the Town of Trappe repealing and reenacting Section 12 of the Trappe Town Code to adopt the 2015 edition of the International Property Maintenance Code, as amended by this Ordinance, as the Property Maintenance Code of the Town of Trappe was read by President Fegel. Commissioner English made a motion to introduce Ordinance 10-2016. Commissioner Potter seconded the motion. No discussion held.

VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y

All approved, motion carried.

A public hearing will be held on July 6, 2016 at 6:45 pm.

Resolution 4-2016 – A Resolution of the Council of Trappe to establish a disconnection policy for delinquent water and sewer accounts was read by President Fegel. This resolution is for discussion by the Council and for consideration of adoption at the July meeting. Clerk Braband reviewed the proposed disconnection policy and stated that if the Council chose to adopt this Resolution in July it is proposed for the disconnection policy to go into effect January 1<sup>st</sup>. Delaying the policy until January 1<sup>st</sup> will give the residents who are delinquent ample time to have their bills caught up and paid in full by December 31<sup>st</sup>. If the Council chooses to pass this Resolution in July a letter with the new disconnection policy will be sent to all the residents with that month's water bill and inform them of the December 31<sup>st</sup> deadline. President Fegel stated that this will help tremendously with the budget as the Town is currently carrying roughly \$22,000 in past due water bills each month.

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Resolution 5-2016 – A Resolution of the Council of Trappe authorizing the President of the Council to use funds available pursuant to the line of credit with The Talbot Bank for repairs to Well No. 4 was read by President Fegel. President Fegel stated that Well 4 had extensive repairs and maintenance work and the bill was \$28,593.18 and rather than tap into the limited reserves that the Town has, it has been proposed to use the Town’s line of credit to pay the invoice. Commissioner English made a motion to approve Resolution 5-2016. Commissioner Potter seconded the motion. No discussion held.

VOTE:

Potter – Y      Fegel – Y      Pritchett – Y      Diefenderfer – absent      English – Y

All approved, motion carried.

**Other Business** – President Fegel stated that the Rural Life Museum will be holding their annual friends and visitors day on June 18, 2016 from 11-3. This will be their 10<sup>th</sup> anniversary.

**Announcements** – President Fegel read the announcements.

There being no further business to discuss the meeting was adjourned at 7:40 pm.

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Erin Braband, Town Clerk

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Norm Fegel, President