

COUNCIL OF TRAPPE
VIA CONFERENCE CALL DUE TO COVID-19
JUNE 3, 2020

PUBLIC HEARING – 6:45 PM

Vice-President Diefenderfer opened the public hearing at 6:45 pm. Council members Norm Fegel, Tonya Pritchett and Walter Chase were present via conference call. Other attendees for the Town: Town Administrator Braband and Town Attorney Ryan.

Ordinance 3-2020 - 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 sewer service charge for in town properties to \$55.00 per month and the basic monthly sewer service charge for out-of-town properties to \$110.00 per month and to increase the turn on and turn off fees to \$50.00 was read by Vice-President Diefenderfer. No public comment received.

Ordinance 4-2020 – An Ordinance of the Town of Trappe adopting a General Budget for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021, and establishing a tax rate of \$.33 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 \$130 per residential household for trash collection services, and also adopting an Enterprise Budget for the Town's water and sewer operations was read by Vice-President Diefenderfer. No public comment received.

With no further comments Vice-President Diefenderfer closed the public hearing at 6:48 pm.

Council of Trappe Meeting: Vice-President Diefenderfer called the meeting to order at 7:00 pm.

Commissioner Fegel made a motion to approve the agenda as presented. Commissioner Pritchett seconded the motion. All approved.

Commissioner Pritchett made a motion to approve the May 6, 2020 Council minutes as presented. Commissioner Fegel seconded the motion. All approved.

Clerk's Report – Administrator Braband stated that the Clerk's Report, the General Fund and the Enterprise Fund budgets are in the Council's packets and filed with the records.

Attorney Updates – Attorney Ryan stated that the RFP for the Construction, Management and Inspection portion of the Well 6 project has been advertised and the deadline for the bids to be received is June 29th. The bids will be available for the Council to review and discuss at their July 1st meeting.

Attorney Ryan stated that she attended the Talbot County Planning Commission hearing regarding Talbot County's Resolution 281 to amend a portion of the Lakeside development to S1/W1. The Planning Commission again decided to postpone their decision regarding the consistency of the amendment to the County's Comprehensive Plan. The Planning Commission will discuss this Resolution again on June 10th at 9:00 am.

Executive Session – No executive session was held on May 6, 2020.

ORDER OF BUSINESS BEFORE THE COUNCIL

New Business:

Ordinance 1-2020 – An Ordinance of the Town of Trappe approving and adopting certain revisions to the PUD Plan and Design Guidelines for the Lakeside Planned Neighborhood Zoning District. Vice-President Diefenderfer stated that the Council has postponed this Ordinance till the Council July 1st meeting.

Ordinance 3-2020 - 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 sewer service charge for in town properties to \$55.00 per month and the basic monthly sewer service charge for out-of-town properties to \$110.00 per month and to increase the turn on and turn off fees to \$50.00 was read by Vice-President Diefenderfer. Commissioner Fegel made a motion to adopt Ordinance 3-2020. Commissioner Pritchett seconded the motion.

VOTE:

Fegel – Y Pritchett – Y Diefenderfer – Y Chase – No

Motion approved with 3 – 1 vote.

Ordinance 4-2020 – An Ordinance of the Town of Trappe adopting a General Budget for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021, and establishing a tax rate of \$.33 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 \$130 per residential household for trash collection services, and also adopting an Enterprise Budget for the Town’s water and sewer operations was read by Vice-President Diefenderfer. Commissioner Chase made a motion to adopt Ordinance 4-2020. Commissioner Fegel seconded the motion.

VOTE:

Fegel – Y Pritchett – Y Diefenderfer – Y Chase – Y

Motion approved.

Other Business:

Eastern Shore Environmental – Administrator Braband stated that Mr. Bishop had a family emergency and is unable to attend the meeting. This will be tabled until the July 1st meeting.

COVID-19 Update – Vice-President Diefenderfer stated that the office has completed the renovations needed to protect the staff and residents. After discussion Commissioner Fegel made a motion to bring back all the employees full time and open for the public on Monday, June 8th at 8:00 am. Commissioner Chase seconded the motion.

VOTE:

Fegel – Y Pritchett – Y Diefenderfer – Y Chase – Y

Motion approved.

The Council discussed how they would like to hold their upcoming meetings and decided to wait until the next Council meeting date gets closer before making a decision. A couple of options will be explored in the meantime. The Council discussed opening Lakeview Park and decided to keep it closed at this time because the Town does not have a way to clean the playground equipment.

Water/Sewer Disconnection after State of Emergency – Administrator Braband stated that Governor Hogan extended his executive order that prohibits utility disconnections for non-payment until July 1st. The Town’s current disconnection policy allows 10 days for payment after the disconnect notices are hung or mailed. Administrator Braband stated that there are approximately 100 properties at this time that are in arrears and would receive a disconnection notice. Administrator Braband asked the Council if they would like to extend the time frame for disconnection due to COVID-19 or would they like to continue with the Town’s current policy. Any extension to the disconnection time frame would be for bills that were due prior to the Governor lifting his executive order, anything after that date would be subject to the Town’s current 10-day policy. Commissioner Pritchett stated that Talbot County has a program called the CARES Act that residents can apply to and request to have their utility bill, rent, mortgage, car repair, etc, paid for. The Town will promote this program and put information out for any residents who would like to take advantage of it. After discussion the Council decided that they would amend their current disconnection policy to allow 45 days for past due utility bills to be paid before they are disconnected.

Public Questions/Comments: None

Executive Session: Vice-President Diefenderfer stated that an executive session is requested to obtain legal advice.

Commissioner Fegel made a motion to enter into executive session for legal advice at 7:38 pm. Commissioner Chase seconded the motion and it was unanimously approved.

At the conclusion of the closed session at 8:02 pm the open meeting was reconvened.

There being no further business to discuss, Commissioner Fegel made a motion at 8:02 pm to conclude the meeting. Commissioner Chase seconded the motion and it was unanimously approved.

Respectfully submitted,

Erin Braband, Town Administrator/Clerk