

COUNCIL OF TRAPPE MINUTES

TRAPPE TOWN HALL

SEPTEMBER 7, 2011

7:00 P.M.

A special business meeting of the Council of Trappe was called to order by President Robert Croswell at 7:01 p.m. Commissioners Rose Potter, Walter Chase and Shawn Moore were present. President Croswell stated the purpose of the special meeting was to consider incorporating the financing authority into the ordinance of purchase (Ordinance 07-2011) as an amendment. He invited town attorney Brynja Booth to review the details. Mrs. Booth stated that a letter dated August 8, 2011 from The Talbot Bank outlined two different borrowing scenarios for the Commissioners consideration in the purchase of 29428 Sullivan Street.

Option A would be to borrow 100% of the purchase expenses including renovation costs, and the bank would take security on both the town hall and 29428 Sullivan Street.

Option B would be to borrow 85% of the purchase expenses, and the bank would only take security on 29428 Sullivan Street.

Mrs. Booth proposed that whichever option the Council chose it should be reflected as an amendment to Ordinance 07-2011.

President Croswell stated that Option A would have zero impact on the existing budget-the collected rents would make it self financing. The payment would be 547.58 per month. The previous rent on both units was \$450/\$700 and more than covers the payment. Option B would require 15% cash payment, and any renovations be paid by cash; and necessitate this be included in a supplemental budget. The payment on this option would be \$385.69 when financed at 85%.

Discussion.

Motion was made to amend Ordinance 07-2011 to include option A, 100% funding, from The Talbot Bank by Commissioner Chase. Second by Commissioner Potter.

Vote:

Dorbin-absent

Potter-Y

Croswell-Y

Chase-Y

Moore-Y

President Croswell adjourned the special meeting at 7:07 p.m.

PUBLIC HEARING ORDINANCE #07-2011

7:08 P.M.

President Crowell opened the public hearing on Ordinance #07-2011 AN ORDINANCE OF THE TOWN OF TRAPPE AUTHORIZING THE PURCHASE AND ACQUISITION OF CERTAIN PROPERTY LOCATED AT 29428 SULLIVAN STREET, TRAPPE, MARYLAND AND AUTHORIZING THE TOWN TO BORROW THE FUNDS FOR THE ACQUISITION FROM THE TALBOT BANK ON THE TERMS AND CONDITIONS AS SET FORTH IN THE WRITTEN COMMITMENT DATED AUGUST 30, 2011.

President Crowell noted that everyone at the hearing was also present for the discussion on the financing at the special meeting held immediately prior to the hearing. He asked for any comments from the public-there were none. President Crowell read an email he had from Brenda Handleman who had comments about the purchase. In summary Ms Handleman's questions were: What was the amount of the monthly payment; how much were the County property taxes; what were the anticipated upkeep costs; cost of property insurance; what will happen to property when town hall is built; who will manage the property; will tenant pay the water/sewer bill and how much money will the lease bring in?

The response was the town has elected option A the monthly payment of \$547.58; the town will pay all property taxes; the rent will be projected to cover routine maintenance; the property insurance is part of an umbrella policy the town has; if the town hall isn't built the building can be sold-this is an instrument to keep our options open; Commissioner Chase and Clerk Joedy Cecil have experience managing rentals and will manage this property; the town is responsible for the water bill and the rent will reflect if the water/sewer is included; and it is anticipated that approximately \$8,000 will be generated in revenue annually.

Commissioner Chase commented that the previous rents were low, and if the town rented the units similarly there would be much interest. It's always good to buy property next door when you can. Commissioner Potter asked for confirmation on the number of bedrooms-one two bedroom unit, and one efficiency unit.

7:20 p.m. Commissioner Dorbin entered hearing. There were no further comments and at 7:23 p.m. President Crowell closed the hearing.

COUNCIL OF TRAPPE

REGULAR MEETING – SEPTEMBER 7, 2011

President Crowell opened the regular business meeting of the Council of Trappe at 7:30 p.m.

Mrs. Mary Rae Adams led the Pledge of Allegiance. All Commissioners were present.

Amendment to the Agenda-President Croswell announced that he had received a proposal from Davis, Bowen and Friedel, consulting engineers, to evaluate the stormwater issue in on Marvel and Seymour Streets. He asked that this item be added to the agenda. There was no objection.

Presentation of the Minutes- Commissioner Chase made a motion that the August minutes be approved as presented. Commissioner Potter seconded the motion. All were in agreement.

Financial Statements-The financial statements have been submitted and filed for audit.

Clerk's Report-Joedy Cecil-Mrs. Cecil is on vacation. Town Planner, Jennifer Shull, gave Mrs. Cecil's report which is attached to the minutes. The Accounts Receivables reflected:

Taxes: \$84,784.74; Water/sewer current billing: \$40,991.39; Water/sewer more than 30 days past due: \$21,293.10; Grant Rocks Engineering: \$33,702.12.

General disbursements: \$16,338.55 Enterprise disbursements: \$27,784.72

COMMITTEE REPORTS

Executive Session Held-The Council of Trappe met in executive session during the regular August 3rd Council meeting to discuss personnel matters, the acquisition of real property, the disposal of public property, and for legal advice. Those present at the meeting were Brynja Booth, Walter Chase, Robert Croswell, Richard Dorbin, Shawn Moore, and Rose Potter.

Public Safety-Commissioner Chase-Commissioner Chase deferred to Chief George Ball. Chief Ball gave his monthly report. He also reported that he will once again work with the Toy Drive. Last year the toy drive assisted 200 families. Sign up is at the State Police Headquarters, and they will be present at Trappe-ToberFEST. Chief Ball reminded the public of a Juvenile Bullying Forum in Easton on October 20th from 9-5, Free. Commissioner Dorbin asked to be kept informed of any State Highway update on the RedSpeed camera issue. Chief Ball stated that SHA will revisit the matter several weeks after school started.

Public Works-Steve Callahan-Report from Mr. Callahan is included in the Council packet. President Croswell reported that he, Jennifer Shull and Jerry Adams met on Seymour Drive prior to the Hurricane to examine the stormwater concerns.

Planning and Zoning-Jennifer Shull-Ms Shull reported the Planning Commission did not meet in August. The next meeting is September 20th. She also reported on numerous property maintenance issues which were primarily tall grass at non-occupied homes. These properties are being cut by the town grass contractor, and the fees are collected upon transfer or tax sale.

Parks & Recreation-Commissioner Potter-Commissioner Potter reported that cleanup efforts at the local parks are underway using the skills of community service workers. Additional work will take place to clean up storm debris.

Communications-Commissioner Dorbin announced that he is resigning from the Council. His last meeting will be the December 7th Council meeting.

Town Planner, Jennifer Shull, stated that Bobby & Shirley Quidas recently visited with Joe Thomas at Salisbury, and reported his spirits are good, and he is participating in therapy. She also reported that the town is participating in the Hurricane Relief by serving as a collection point of goods for local families in Greensboro who lost their homes due to flooding from Hurricane Irene. All donations are welcome.

Attorney Updates-Brynja Booth-None at this time.

Trappe-ToberFEST-Ms Shull reported that a planning committee meets every Tuesday evening at 5:30 p.m. in the town hall for a half meeting. All are welcome, volunteers and vendors are still needed for the Trappe-ToberFEST on October 1st. The last day to register a booth is September 21st. President Crowell volunteered the use of his trailer to haul items for the festival and Commissioner Chase volunteered to help with the information booth as he did last year.

BUSINESS BEFORE THE COUNCIL

Trappe Ethics Commission Vacancy: the Council has received a letter of interest from Patricia Bridges to serve on the Ethics Commission, and complete the unexpired term of Carol Lange.

Motion by Commissioner Chase to appoint Patricia Bridges to the Ethics Commission to fill the unexpired term of Ms Lange ending May 2012. Second by Commissioner Potter.

Vote:

Dorbin-Y Potter-Y Crowell-Y Chase-Y Moore-Y

Unanimous vote. The motion carries.

Ordinance -06-2011- AN ORDINANCE OF THE TOWN OF TRAPPE AUTHORIZING THE CONVEYANCE OF PROPERTY, WHICH IS NO LONGER NEEDED FOR ANY PUBLIC PURPOSE, DESCRIBED IN A DEED RECORDED IN THE LAND RECORDS FOR TALBOT COUNTY AT LIBER 1006, FOLIO 453, AND WHICH IS FURTHER IDENTIFIED AS OPEN SPACE ON A PLAT ENTITLED "HENNISSEE HEIGHTS SUBDIVISION PLAN",

PREPARED BY CHARLES ADAMS & ASSOCIATES, INC., DATED APRIL 12, 1990 AND RECORDED AMONG THE PLAT RECORDS OF TALBOT COUNTY IN PLAT CABINET M.A.S. NO. 2, PLAT NO. 5C. This item was presented for consideration of introduction. Attorney Booth provided an overview. This property is a remnant parcel in an older subdivision that serves no public purpose. Over the years there has been some question of maintenance responsibilities by the town and property owners. She has contacted the adjoining property owners to determine their interest in a lot line revision that would transfer a portion of the open space to each adjoining owner. This will necessitate a survey by Lane Engineering for which the town has received an estimate. Mrs. Booth confirmed the owners are interested in acquiring the additional land.

Motion by Commissioner Moore to introduce Ordinance #06-2011 and schedule a public hearing on October 5, 2011 at 7:15 p.m. Second by Commissioner Potter.

Vote:

Dorbin-Y Potter-Y Crosswell-Y Chase-Y Moore-Y

Unanimous vote. The motion carries.

Ordinance-07-2011 AN ORDINANCE OF THE TOWN OF TRAPPE AUTHORIZING THE PURCHASE AND ACQUISITION OF CERTAIN PROPERTY LOCATED AT 29428 SULLIVAN STREET, TRAPPE, MARYLAND AND AUTHORIZING THE TOWN TO BORROW THE FUNDS FOR THE ACQUISITION FROM THE TALBOT BANK ON THE TERMS AND CONDITIONS AS SET FORTH IN THE WRITTEN COMMITMENT DATED AUGUST 30, 2011. President Crosswell stated the ordinance had been properly advertised, a public hearing held this evening, the ordinance was amended to reflect financing option A, 100% financing, and the item was presented for a vote.

Motion by Commissioner Potter to adopt Ordinance 07-2011 with option A. Second by Commissioner Chase.

Vote:

Dorbin-Y Potter-Y Crosswell-Y Chase-Y Moore-Y

Unanimous vote. The motion carries.

Street Repair/Improvements President Crosswell directed the Council to the proposal from Davis, Bowen & Friedel to evaluate the stormwater problems on both Seymour and Marvel. To generate an evaluation some field survey work is required. The total proposal for evaluation including survey work is not to exceed \$4,000.00. President Crosswell reported that during the hurricane the water was over the sidewalk and impassable for small cars. The water did recede

after the storm. Complete resolution of the problem will require the County involvement to address moving the water along Barber Road to, and under Route 50 as well as easterly along Barber Road.

Commissioner Potter stated that we need to concretely determine the problem, and having a PE stamp on the analysis should help the town in getting County and/or State Highway cooperation. Commissioner Dorbin agreed, and asked that President Croswell request Mr. Adams plan to include the County/State areas that need attention. The Council was in agreement, the proposal not to exceed \$4,000.00 was approved, and the item will be included in the supplemental budget.

Sidewalk/street repairs-President Croswell reviewed an inventory of street/sidewalk repairs needed that he had compiled. There are some unallocated funds from last year that could be used to make repairs in addition to the \$10,456 in the 2011-12 budget for streets. He asked for suggestions from the Council on which method they wanted to use to determine repairs-establish a maximum amount to spend, or base the repair on individual streets. Commissioner Moore suggested the town go ahead and repair those sidewalks that Croswell had identified as potential liability issues. President Croswell stated that the failing sidewalk areas could be repaired by Ronnie Wilson, and shouldn't be that large of an expense. Following a lengthy discussion on the repair report, and the concern that asphalt plants may close before repairs can be made Commissioner Potter suggested the previous paving contractor, Mr. Edwards, be contacted and asked for his recommendations on all the repairs identified in the report prepared by President Croswell. This information could then be used to determine what items bids will be sought on. All were in agreement.

Other business before the Council-Commissioner Chase asked Attorney Booth the impact of Commissioner Dorbin's resignation. Booth responded that a special election will be required, and that until December 8th Commissioner Dorbin is a full council member with all the voting privileges of same. President Croswell asked Commissioner Dorbin to put his resignation in writing to Attorney Booth who will then coordinate with the Elections Supervisors the details of a special election. She stated the vacancy will be advertised, a special election held, and possibly a swearing in at the January meeting.

Public Concerns-Commissioner Moore stated he had a phone call from Kim Hardesty expressing concern about the lack of sidewalk or public access along Barber Road. Her child and others like to visit within the three streets of La Trappe Heights, however, there have been trespassing concerns, and safety issues. Ms Hardesty called and spoke to Talbot County who owns Barber Road who indicated they didn't have a solution. There is a 15' right of way along Barber Road from the paved edge, however, that includes the pear trees, and the large drainage swale. President Croswell stated that a closed storm drain system along Barber Road with sidewalk would address the issue if enough money were available. Don English reminded the

Council that several years ago the developer of Trappe East offered to improve both Piney Hill and Barber Road with storm drains, sidewalks, etc but the officials of Talbot County would not transfer the roads to the town. Attorney Booth agreed with the statement, and said there may be a future opportunity where this can be revisited.

ADJOURNMENT-Motion by Commissioner Moore to adjourn the meeting. Second by Commissioner Dorbin. Without objection the meeting was adjourned at 8:48 p.m.

BENEDICTION President Crosswell invited Rev. Maleia Rust to give the benediction.

ANNOUNCEMENTS-the public was invited to review the announcements listed on the agenda.

Respectfully Submitted:

Jennifer A. Shull, Town Planner

Approved: Robert Crosswell, President