

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, January 13, 2015, 7:04 P.M.

The January 13, 2015 City of Brunswick Mayor and Council meeting was called to order at 7:04 p.m. by Mayor Karin Tome at Brunswick City Hall. The following members and staff were present: Karin Tome, Mayor; Walt Stull, Mayor Pro Tem; Ellis Burruss, Carroll Jones, Harry Lashley, Jeff Snoots, and Angel White, Council Members; Bob McGrory, City Administrator; Milt Frech, Chief of Police; Bruce Dell, Planning and Zoning Administrator; Carrie Myers, Office Manager; Terri Householder, Economic Development Coordinator, and Kim Miller, Accountant.

Mayor's Remarks

- Mayor Tome read the following statement: The Brunswick City Council met in closed session on January 13, 2015 at 6:00 p.m. at City Hall to discuss personnel issues. The authority to close this meeting is found in Article 10-508 a 1 in the Annotated Code of Maryland. Mayor Tome, Mayor Pro Tem Stull, and Council Members Burruss, Jones, Lashley, Snoots, and White; City Administrator McGrory, and Chief of Police Frech were present. All members present voted to close the meeting. The Council discussed the following item: Personnel Matters regarding a specific action about a specific employee. The Council unanimously concurred with the Mayor's specific personnel action.
- Mayor Tome welcomed various elected officials from other jurisdictions.
- Keith Marks, Carlo Alfano, and Rosemont Commissioner David Blackmon presented a proposal from prospective volunteers who wish to improve the land around the Sports Complex with a four to six mile multiuse trail and additional amenities including a pump track and zip line. Emmitsburg Commissioner Tim O'Donnell spoke about a similar project that Emmitsburg had initiated successfully.

Mr. Burruss moved to allow this group of volunteers to investigate the process for developing multiuse trails at the Sports Complex. Ms. White seconded the motion, which passed 6-0.

- Josh Pederson with the United Way of Frederick County talked about The Prosperity Center and programs available to Frederick County residents.
- Mayor Tome presented a Certificate of Appreciation to the Brunswick Area Recreation Council.
- Mayor Tome requested the Council's concurrence for her appointments of Allison

Wilder, Abbie Ricketts, Chris Owens, and Thom Peschke to the City of Brunswick Economic Development Commission. Mr. Burruss moved to approve such appointments. Mr. Lashley seconded the motion, which passed 6-0. Mayor Tome administered the oath to Commissioners Wilder and Ricketts.

- Mayor Tome requested concurrence for her appointment of the following individuals to the City of Brunswick Emergency Preparedness Committee of 2015: Tom Simpson, Council Members Carroll Jones and Jeff Snoots, Nelson Smith, Nate Gesse, Seamus Mooney, Milt Frech, and Bob McGrory. Mr. Lashley moved to approve such appointments. Ms. White seconded the motion, which passed 6-0.
- Mayor Tome requested concurrence for her appointment of the following individuals to the Sustainable Brunswick Committee: Antonette Vasseur, Council Member Ellis Burruss, Karen Osborne, Emma Osborne, Patty O'Brien, John Donohue, Courtney Fortier, Dave Herber, Dan Roe, Rosanne Roe, Mariah Wyatt, Adam Wyatt, and Tracy Machen. Mr. Lashley moved to approve such appointments. Ms. White seconded the motion, which passed 6-0.
- Mayor Tome requested concurrence for her appointment of the following individuals to the Brunswick History Committee: Vicki Dearing, Ruth Staples, Bruce Funke, and Mayor Pro Tem Walt Stull. Mr. Burruss moved to table this appointment until later in the meeting when the History Commission discussion was scheduled. Mr. Stull seconded the motion, which passed 6-0.
- Michelle Mills, Draper & McGinley, presented the results of the Fiscal Year 2014 Audit.
- Council Member Jerry Donald, new County Council representative for Frederick County District 1, introduced himself to the Council and residents.

Approval of Minutes

- Mayor & Council Meeting –December 9, 2014
- Closed – December 9, 2014

Mr. Snoots moved to approve the minutes with one noted correction. Mr. Burruss seconded, and the motion passed 6-0.

Citizens' Forum (Petitions, Remonstrances, and Communications)

Christopher Holte, 25 East C Street, offered comments.

Introduction and Adoption of Resolutions and Ordinances

- Ordinance 513 – Master Plan Map Amendment

Ms. White moved to adopt Ordinance 513 for the Master Plan Map Amendment. Mr. Burruss seconded the motion, which passed 6-0.

Report of Officers – Council - Committees

Department reports were offered from Bob McGrory, City Administrator; Terri Householder, Economic Development Coordinator; and Kim Miller, Accountant.

Council Members provided updates on their Committee activities, including announcements related to the City of Brunswick Economic Development Commission, Brunswick Family

Campground, Brunswick Senior Center, Fire Department, Ambulance Department, Greater Brunswick Area Chamber of Commerce, Brunswick Heritage Museum, Canal Towns, Brunswick Main Street, and Park Heights Cemetery.

Unfinished Business

- Utility Bill Adjustment Guidance – Comparison with Frederick County

Mr. McGrory outlined the draft guidance policy. He stated these guidelines were currently what the City was following in practice, with the change that they will only be applicable to leaks from the property line to the exterior of the first structure. Mr. Jones inquired as to whether an untoward/significant interior leak could be considered for an adjustment. Mr. McGrory advised the policy was a guideline and the Mayor could consider such a leak for an adjustment. Mr. Lashley moved to approve the City Leak Adjustment Guidance. Mr. Burruss seconded the motion, which passed 6-0.

- Main Street Boundary Map Amendment

Mr. McGrory explained this item and discussed the recommendation of the Main Street Board of Directors. Ms. White moved to approve the proposed map amendment, as recommended by Brunswick Main Street. Mr. Stull seconded the motion, which passed 6-0.

- History Commission

Mr. McGrory read language from the City's Charter regarding the Mayor's appointment authority. Mr. Stull discussed the desire of the current volunteers working on history projects to be a recognized City Commission, rather than a Committee. Mayor Tome, Mr. Stull, Mr. Burruss, Mr. Snoots, Mr. Jones, Mr. Lashley, and Mr. McGrory all offered comments.

Mr. Stull moved to establish a Brunswick History Commission within six months. Mr. Snoots seconded the motion, which passed 6-0.

Ms. White moved to concur with the Mayor's appointment of the following individuals to the Brunswick History Committee until the Commission appointments are completed, so they may continue to volunteer on history projects: Vicki Dearing, Mayor Pro Tem Walt Stull, Bruce Funk, and Ruth Staples. Mr. Stull seconded the motion, which passed 6-0.

Adjournment

Mr. Stull moved to adjourn the meeting. Mr. Snoots seconded the motion, which passed 6-0. The meeting was adjourned at 9:48 p.m.

Submitted by: Carrie Myers

Approved By: Karin Jones 2/13/15
Mayor Date

Witnessed By: [Signature] 2/23/2015
City Administrator Date