

**City of Brunswick**  
**Mayor and Council Meeting Minutes**  
Tuesday, July 14, 2015, 7:00 P.M.

The July 14, 2015 City of Brunswick Mayor and Council meeting was called to order at 7:00 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; John Gerstner, Superintendent of Public Works; Carrie Myers, Office Manager; and Terri Householder, Economic Development Coordinator.

Mayor's Remarks

- Mayor Tome read the following statement: The Brunswick City Council met in closed session on July 14, 2015 at 5:30 P.M. at City Hall to discuss personnel issues, and to consider the acquisition of real property for a public purpose and matters related directly thereto. The authority to close this meeting is found in Article 10-508 of the Annotated Code of Maryland. Mayor Tome, Mayor Pro Tem Stull, Council Members Burruss, Jones, Lashley, Snoots, and White and City Administrator McGrory were present. Public Works Superintendent John Gerstner attended the first part of the meeting. All members present voted to close the meeting. The Council discussed the following items: Real Property Acquisition – discussed the possible acquisition of a piece of real property for a public purpose, and authorized staff action; and Personnel Matters - approved a specific action about a specific employee. The Council unanimously concurred with the Mayor's recommendation regarding a specific personnel action. The Council voted unanimously to authorize the execution of an agreement regarding the possible acquisition of real property for a public purpose.
- Mayor Tome discussed the passing of Sergeant Jim Moxley of the Brunswick Police Department.
- Mayor Tome swore in Officer Brandon Smith.
- Mayor Tome discussed the free lunch program being offered at Kim Weddle Park, the beginning of the downtown mural project, United Way opportunities available to the public, the Habitat for Humanity groundbreaking ceremony taking place, and the opening of a new STEM lab at the library.
- Frederick County Council Member, Jerry Donald offered comments.
- Tom Fidler presented the Main Street Downtown Development Strategies presentation.
- Delegate Kathy Afzali offered comments.

Approval of Minutes

- Mayor & Council Meeting – June 9, 2015
- Mayor & Council Special Meeting – June 22, 2015

Mr. Burruss made a motion to approve the minutes. Mr. Snoots seconded, and the motion passed 6-0.

#### Citizens' Forum (Petitions, Remonstrances, and Communications)

Comments were offered from: Michael Tuthill - Wenner Drive, Jennifer Knowles - 401 9<sup>th</sup> Avenue, Brett Knovick – Brunswick Street and Potomac Street, Ginger Caio - Musgrove Alley, Chris Holte, Christopher Vigliotti – A Street, Jen Effler – 20 Jeffrey Lane, Charlotte Gaither – East H Street, Amy Savia – 5<sup>th</sup> Avenue, Katherine Reig – Fiona Way, Jan Stockman – Concord Drive, Peggy French – Concord Drive, Patrick Kelly – West G Street, John Dayton – Hillcrest Drive – Frederick, Kay Nicholson – Wenner Drive, Carmen Lescure – 5<sup>th</sup> Avenue, Katy Dayton – Hillcrest Drive – Frederick, John Dayton – Brunswick Street, Jeff Raney – Winchester Street – Frederick, Dwayne Stockman – Concord Drive, Amy Tuthill – Wenner Drive. Ms. Tuthill presented a draft ordinance amendment and a petition to allow chickens in City limits.

As many comments during Citizens' Forum were in support of, or against, amending the Code of Ordinances to allow chickens in City limits, Mr. Snoots stated he would like to see the issue added to the August Mayor and Council Meeting, with a possible vote on the issue in September. Mr. Jones and Ms. White agreed.

#### Introduction and Adoption of Resolutions and Ordinances

- Ordinance 516 – Amending Code of Ordinance Section 6-2402 – Enumerated Public Nuisances – First Reading

Mayor Tome read Ordinance 516. Mr. Jones discussed concerns over the Brunswick Police Department dealing with enforcement issues outside of City limits. Mr. McGrory read an email sent by Council Member Jones on June 10, 2015, regarding proposed changes to this ordinance. All Council Members concurred on those proposed changes.

- Resolution 2015-03 – Community Legacy Application of Support for Brunswick Main Street

Ms. White made a motion to approve Resolution 2015-03 for the FY2016 Community Legacy Application of Support for Brunswick Main Street's Façade Improvement Program. Mr. Lashley seconded the motion, which passed 6-0.

- History Commission Ordinance – First Reading

Mr. Burruss read the proposed ordinance. The Council discussed proposed changes to the draft ordinance. Mr. Stull made a motion to make the changes discussed and bring the ordinance back for Public Hearing. Mr. Burruss seconded the motion, which passed 6-0.

#### Report of Officers – Council - Committees

Mr. McGrory discussed administrative staff reports.

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, Park Heights Cemetery, and Sustainable Brunswick.

Consent Agenda

- Purchase Approvals – Water, Waste Water, and Public Works

Purchase Order #WW138 was for Burns Septic in the amount of \$12,486.75, and was for the cleaning of tanks, pumps, and wells at the Water Treatment Plant and Galyn Manor Pump Station. Purchase Order #WW135 was for Univar in the amount of \$13,800, and was for 50,000 pounds of chemicals for the Waste Water Treatment Plant. Purchase Order #PW4365 was for HD Supplies in the amount of \$15,072.31, and was to purchase a new water tap machine. Purchase Order #PW4364 was for 4B Water in the amount of \$19,425.67, and was for the purchase of various supplies needed to complete water line projects on Maple Avenue, Dayton Avenue, and 4<sup>th</sup> Avenue and D Street.

- Tap Request – 411 East D Street

This request was for one sanitary sewer tap and one water tap to serve 411 East D Street. Staff recommended the allocation of both taps with noted conditions.

- Brunswick Self Storage – Sewer Easement

This request was to approve a deed to create a 20’ easement over a relocated sanitary sewer main to provide the City access to maintain and service the proposed sanitary sewer main. Staff recommended approval of the Deed of Easement for the Sanitary Sewer Main.

Mr. Lashley made a motion to approve the consent agenda. Mr. Snoots seconded the motion, which passed 6-0.

Unfinished Business

- Sustainable Purchasing Policy

Ms. White made a motion to approve the Sustainable Purchasing Policy. Mr. Lashley seconded the motion, which passed 6-0.

New Business

- Caboose/WB Tower Concrete Pad Construction Award

Mr. Lashley made a motion to award the contract to Northstar Foundations for \$10,425. Mr. Snoots 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 9:44 p.m.

Submitted by: Carrie Myers

Approved By: Kami B. Jones 8/18/2015  
Mayor Date

Witnessed By: [Signature] 8/18/2015  
City Administrator Date