

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, October 20, 2015, 7:00 P.M.

The October 20, 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; Ellis Burruss, Carroll Jones, Harry Lashley, Jeff Snoots, and Walt Stull, Council Members; Bob McGrory, City Administrator; Milt Frech, Chief of Police; and Carrie Myers, Office Manager.

Mayor's Remarks

- Mayor Tome read the following statement: The Brunswick City Council met in closed session on October 13, 2015 at 5:45 P.M. at City Hall 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 White, Council Members Burruss, Jones, Lashley, Snoots, and Stull, and City Administrator McGrory were present. All members present voted to close the meeting. The Council discussed the possible acquisition of a parcel of real property for a public purpose and the means to facilitate such acquisition. There was a unanimous consensus for staff to update various documents.
- Mr. Lashley made a motion to appoint Brett Novick to the City of Brunswick Economic Development Commission. Mr. Snoots seconded the motion, which passed 5-0. Mayor Tome administered the oath of office to Mr. Novick.
- Mayor Tome presented a Certificate of Appreciation to Roseanne Roe for her service as a volunteer at the City of Brunswick Visitor Center.
- Mayor Tome presented a Certificate of Appreciation to Rebecca O'Leary for her service as Curator at the Brunswick Heritage Museum.
- Mr. Jones read a Proclamation for the Veterans Day Parade. Ms. Myers gave a brief update on this year's parade.
- Main Street Downtown Development Strategy Presentation – Tom Fidler presented further recommendations for the redevelopment of downtown Brunswick.
- Dan Fryer and Dan Snyder, Pleasants Development, gave a brief presentation on progress at Brunswick Crossing, including plans for the grocery store scheduled to open in 2016.

Approval of Minutes

- Closed Meetings – July 14 & August 11, 2015
- Public Hearing – September 8, 2015

- Mayor & Council – September 8, 2015

Mr. Stull made a motion to accept the minutes. Mr. Burruss seconded the motion, which passed 5-0.

Citizens' Forum (Petitions, Remonstrances, and Communications)

Comments were offered from Jim Castle, Brunswick and Eric Beasley, 27 East E Street.

Introduction and Adoption of Resolutions and Ordinances

- Resolution 2015-04 – Public Works Mutual Aid Agreement

Mr. McGrory gave background on this item. Mr. Jones asked several questions. Mr. Lashley made a motion to approve Resolution 2015-04. Mr. Snoots seconded the motion, which passed 5-0.

- Ordinance 519 – Transportation Network Services Assessment

Mayor Tome read Ordinance 519 and Mr. McGrory gave background on this item, which will be on the November meeting agenda for second reading and a vote.

Report of Officers – Council – Committees

Mr. McGrory gave a brief presentation on City procurement processes, including specific examples of purchasing in compliance with City policies and agreements.

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 Approval – Waste Water Department
- Gum Springs Estates
 - Partial Release and Abandonment of Deed of Easement and Deed of Easement/Maintenance Covenants and Agreement
 - Deed of Easement/Maintenance Covenants and Agreement (Stormwater – ESD)
 - Public Works Agreements – Roads, Sidewalks, Curbs, and Gutters; Stormwater Management; Sediment Erosion Control; Water and Sewer
- Brunswick Crossing – Revision to MOU for Maintenance of Route 17 Gateway Landscaping, Signs, and Amenities

Mr. Burruss made a motion to approve the consent agenda. Mr. Snoots seconded the motion, which passed 5-0.

New Business

- Merit/Step Increases

Mr. McGrory described the background on this issue. Mr. Lashley made a motion to adopt the merit/step increases for City employees per staff recommendation dated September 22, 2015. Mr. Snoots seconded the motion, which passed 5-0.

- TAC Signage Program, Maryland State Highway Administration

Mr. McGrory discussed the background of this issue. Staff recommended not participating in the TAC Signage Program at this time. Mr. Snoots made a motion to concur with the staff recommendation to not participate in the TAC program at the present time. Mr. Burruss seconded the motion, which passed 5-0.

- Tax Equity Workgroup Discussion

Mr. McGrory gave a brief description of this issue, which came as a referral from the Frederick County Chapter of the Maryland Municipal League. Staff recommended the City not making any changes at this time.

- Parking Proposal – 2nd Avenue between A and Potomac Streets

Mr. McGrory gave a brief description of this issue, which came as a Traffic Control Request from Grace Episcopal Church. Mr. McGrory suggested that all Council Members take a look at the area in question, that public input be sought, and that the item be on the November Council meeting agenda.

Adjournment

Mr. Stull moved to adjourn the meeting. Mr. Snoots seconded the motion, which passed 5-0. The meeting was adjourned at 9:25 p.m.

Submitted by: Carrie Myers

Approved By: Kari Jones 16 Nov. 2015
Mayor Date

Witnessed By: [Signature] 11/16/15
City Administrator Date