

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, April 12, 2016, 7:10 P.M.

The April 12, 2016 City of Brunswick Mayor and Council meeting was called to order at 7:10 p.m. by Mayor Karin Tome at Brunswick City Hall. The following members and staff were present: Karin Tome, Mayor; Angel White, Mayor Pro Tem; Ellis Burruss, Carroll Jones, Jeff Snoots, and Walt Stull, Council Members; Bob McGrory, City Administrator; Carrie Myers, Office Manager; and Kim Miller, Accountant. Council Member Lashley was absent, but watching the meeting via videoconference. Mr. McGrory indicated that Mr. Lashley would not be voting during the meeting.

Mayor Tome read the following statement:

The Brunswick Mayor and Council met in closed session on April 12, 2016 at 5:30 P.M. at City Hall to discuss personnel matters 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 White, Council Members Burruss, Jones, Snoots, and Stull, and City Administrator McGrory were present. All members present voted to close the meeting. The Council discussed the following items:

- Personnel matters – discussed employee transitions and specific personnel issues in the Police, Public Works, and Administration departments.
- Real Property Acquisition – discussed the possible acquisition of two parcels of real property for a public purpose and the means to facilitate such acquisition.

No actions were taken.

Mayor's Remarks

- Mayor Tome appointed Donald Deener and Walter Bell to the Board of Election Supervisors. Mr. Burruss made a motion to consent to these appointments. Mr. Stull seconded the motion, which passed 5-0. Mayor Tome administered the oath of office to Mr. Deener and Mr. Bell.
- Mayor Tome appointed Elissa Levan as the City Attorney. Mr. Stull made a motion to consent to the appointment. Ms. White seconded the motion, which passed 5-0.
- Damon Kreiner with the Maryland State Highway Administration gave an update on the proposed sidewalk installation project planned for Souder Road.
- Mayor Tome read a proclamation for Wear Blue Day and presented it to Athena Edsall with the Child Advocacy Center of Frederick County.

Approval of Minutes

- Public Hearing – March 8, 2016
- Mayor & Council – March 8, 2016
- Mayor & Council Special – March 23, 2016

Mr. Snoots made a motion to accept the minutes. Ms. White seconded the motion, which passed 5-0.

Citizens' Forum (Petitions, Remonstrances, and Communications)

Comments were offered from Carlo Alfano, River's Edge group; Vaughn Ripley, 7 Rick Michael Way; Kane Miller; Deandre Weedon; Jacob Barton; Elijah Crider; Chris Payne; Anne Rowley, Brunswick Middle School teacher; Ginger Cayo, Musgrove Alley; Mary Lopez, 518 Souder Road; and Norman Cornelius, Jefferson Pike.

Introduction and Adoption of Resolutions and Ordinances

- Special Ordinance Number 520 – Fiscal Year 2016 Budget Amendment – Second Reading

Mr. McGrory stated there were no formal changes to this item since the March meeting and first reading of Special Ordinance Number 520, however, additional changes would be needed prior to approval. He recommended holding this item over until the May meeting, at which time it would be scheduled for a Public Hearing and vote.

Mr. McGrory asked the Council to consider moving Item 9e Sports Complex/Skate Park Improvement earlier in the meeting, as several audience members were in attendance for that particular item. The Council gave consent to discuss the item next.

- Sports Complex/Skate Park Improvement

Mr. McGrory gave a brief background of this item. The skate park was built with State Program Open Space and City funding more than a decade ago. Due to low attendance, the skate park was closed for a brief period of time and some of the equipment fell into disrepair. Last year, several pieces of equipment were removed from the area, and the skate park was re-opened. Several community teens and adults have come forward with proposals for park improvements, including the purchase of a new half pipe.

Several Council Members voiced their support of this project. Mr. Burruss inquired as to the maintenance of this park. Mayor Tome said the skate park will be treated as any other City park. Community support is required for the successful upkeep of a public park. She also mentioned adding this park to the Adopt-a-Park roster.

Mr. Snoots made a motion to approve Purchase Order AD-2016-31 to Knott's Welding, LLC in the amount of \$9375.53 for the fabrication of a half pipe. Ms. White seconded the motion, which passed 5-0.

- Resolution 2016-02 – Purchase of 40-42 West Potomac Street

Mr. McGrory stated the proposed purchase was announced in February and a Public Hearing and discussion were held in March. The Council will vote on this item at the May meeting.

Report of Officers – Council – Committees

Mr. McGrory offered comments regarding the Administrative Department, including the application for Federal Emergency Management Agency (FEMA) public assistance to cover costs from the blizzard.

Ms. Myers gave an update on the City's new website construction.

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

- WWTP Chemical Order Purchase Order #WW107

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

New Business

- Fiscal Year 2017 Budget

Mr. McGrory discussed the timeline of the budget process, as well as highlighting the following topics as related to the budget: health insurance costs, constant yield process and tax rates, department head budget requests, and scheduling of additional budget meetings.

Mayor Tome discussed some of her wish-list items for the FY17 budget.

Mr. Jones discussed creating long-term improvement plans for properties the City is preparing to purchase, as well as other capital improvements.

Other Council Members stated they would be ready to discuss their budget requests at a future special meeting.

- Solar Power Purchase Agreement

Mr. McGrory discussed the background of this issue. A conference call has been scheduled for later this week to discuss the proposed contract from Solar City.

- CSX Lease Renewal

Mr. McGrory discussed the background of this long-standing lease of CSX property located at Railroad View Park. CSX desires to expand its use of its property. Mr. Burruss made a motion to approve the revised lease provided by CSX. Mr. Snoots seconded the motion, which passed 5-0.

