

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, May 10, 2016, 7:14 P.M.

The May 10, 2016 City of Brunswick Mayor and Council meeting was called to order at 7:14 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, Harry Lashley and Walt Stull, Council Members; Bob McGrory, City Administrator; Milt Frech, Chief of Police; Patrick Hoffmaster, Utility Superintendent; Carrie Myers, Office Manager; and Kim Miller, Accountant.

Mayor Tome read the following statements:

The Brunswick City Council met in closed session on May 10, 2016 at 6:00 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, Lashley, 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 a proposed employment offer in the Public Works and Administration departments.
- Real Property Acquisition – discussed the details regarding possible acquisition of a parcel of real property for a public purpose and the means to facilitate such acquisition.

No actions were taken.

The Brunswick City Council met in closed session on March 21, 2016 at 5:00 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, Lashley, 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 and Administration departments.
- Real Property Acquisition – discussed the possible acquisition of several parcels of real property for a public purpose and the means to facilitate such acquisition.

The Council voted unanimously that to authorize the City to execute a real estate purchase

contract or bid on real property at an upcoming auction.
No other actions were taken.

Mayor's Remarks

- Mayor Tome appointed Connie Koenig to the Board of Election Supervisors. Mr. Stull made a motion to consent to the appointment. Mr. Burruss seconded the motion, which passed 5-0. Mayor Tome administered the oath of office to Ms. Koenig.
- Mayor Tome appointed Vicki Dearing, Bruce Funk, Mike Ward, and John Faith to the History Commission. Mr. Lashley made a motion to consent to the appointments. Ms. White seconded the motion, which passed 5-0.
- Mayor Tome administered the oath of office to new police officers Gary Cline and Kevin Linehan. Chief Frech added comments regarding the officers' backgrounds and qualifications.
- Mayor Tome promoted Jim Ledwell to Lieutenant and administered the oath of office.

Approval of Minutes

- Closed Meeting – February 9, 2016
- Closed Meeting – March 8, 2016
- Closed Meeting – March 21, 2016
- Closed Meeting – April 12, 2016
- Public Hearing – April 12, 2016
- Mayor & Council – April 12, 2016
- Mayor & Council Special Meeting – April 21, 2016

Mr. Burruss 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 Jim Castle, President of the Brunswick Potomac Foundation; Christian, 210 Jefferson Pike, Knoxville; and Eric Beasley, 27 East E Street.

Introduction and Adoption of Resolutions and Ordinances

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

Mr. Lashley read the resolution. Ms. White made a motion to approve Resolution 2016-02, authorizing the purchase of 40-42 West Potomac Street. Mr. Burruss seconded the motion, which passed 5-0.

- Resolution 2016-03 – Purchase of 811 West Potomac Street

Mr. Burruss read the resolution. Mr. Burruss made a motion to approve Resolution 2016-03, authorizing the purchase of 811 West Potomac Street. Mr. Lashley seconded the motion, which passed 5-0.

- Special Ordinance Number 520 – Fiscal Year 2016 Budget Amendment

Mr. McGrory discussed the proposed amendments to the FY2016 budget. Ms. White made a

motion to approve Special Ordinance Number 520, version B, to amend the Fiscal Year 2016 budget. Mr. Lashley seconded the motion, which passed 5-0.

- Special Ordinance Number 521 – Fiscal Year 2017 Budget

Mr. McGrory and Ms. Miller gave a detailed slideshow presentation regarding the proposed Fiscal Year 2017 budget. Topics of discussion included constant yield tax rates, staff numbers, open positions, COLA increases for employees, healthcare costs, K-9 police units, grant funding, revenues and expenses, etc.

Council Members discussed various projects they would like to see included in the budget.

Mr. McGrory presented a proposed meeting schedule for the remainder of the budget planning. Mr. Burruss made a motion to hold Special Meetings on May 28, 2016 and June 3, 2016, as well as the regular meeting on June 14, 2016. Mr. Lashley seconded the motion, which passed 5-0.

Report of Officers – Council – Committees

Mr. McGrory discussed the upcoming consent agenda item. No questions were received from the Council regarding 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

- Approval of Purchase Order #AD-2016-34 – Community Legacy Grant – Train Station Renovation HVAC Replacement

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

Unfinished Business

- Yard Waste

Ms. White made a motion to add one Sunday per month, after the first Saturday yard waste drop-off event every month, from 12-3pm to the 2016 schedule. Mr. Lashley seconded the motion, which passed 5-0.

- Website Update

Ms. Myers gave an update of the new website progress. She stated she will work with a graphic designer beginning next week and hoped to complete the website within 60 days.

New Business

- City Plan of Organization

Mr. McGrory stated this update is to reflect one additional Police Officer position. Mr. Stull made a motion to approve the Plan of Organization, effective May 10, 2016. Mr. Burruss

