

**City of Brunswick**  
**Mayor and Council Special Worksession Meeting Minutes**  
Tuesday, August 23, 2016, 7:00 P.M.

The August 23, 2016 City of Brunswick Mayor and Council special worksession meeting was called to order at 7:00 p.m. by Mayor Jeff Snoots at Brunswick City Hall. The following members and staff were present: Jeff Snoots, Mayor; Angel White, Mayor Pro Tem; Carroll Jones, Harry Lashley, Vaughn Ripley, and Tom Smith, Council Members; Bob McGrory, City Administrator; John Gerstner, Public Works Superintendent; and Carrie Myers, Office Manager.

Mayor's Remarks

Mayor Snoots discussed the purpose of tonight's meeting as mainly "housekeeping" issues. Mayor Snoots also discussed several calls received regarding sewer overflow situations recently due to heavy rainfall events.

Citizens' Forum (Petitions, Remonstrances, and Communications)

No comments received.

New Business

- Council member liaison positions/committees

Mayor Snoots requested and has received input from the Council Members as to which liaison positions they would like to hold. He will make those announcements in September.

- Finance Committee – goals/objectives
- Utilities Committee – goals/objectives

Mayor Snoots stated he is interested in beginning both of these committees again. He will serve on both, as well as appoint two Council Members, the City Administrator, and two or three City residents.

The goal of the finance committee is to aid in the preparation of the City's budget and Capital Improvement Plan (CIP.) The goal of the utilities committee is to discuss water, sewer, lights, streets, and sidewalks. Mr. Smith stated he has an interest in serving on both of these committees.

- Committee appointments/re-appointments

Council Members were provided a list of the current and past members of each City committee/commission. Mayor Snoots has contacted some so far, and City staff will be contacting the rest before the September appointments.

- Continuing City Ordinances review

Mayor Snoots stated his desire to continue with updating the City Code of Ordinances. Ms. White offered to review where the project left off and disseminate the progress to the other members of the Mayor and Council. A date will be set for future review.

- Consent Agenda

Mr. McGrory detailed the objective of the consent agenda portion of a Mayor and Council Meeting. Most Council Members agreed the consent agenda is warranted for straightforward items. Some members felt some items currently being included on the consent agenda are too involved and should be moved to old or new business.

Mr. McGrory stated that staff could read the Consent Agenda Summary into the record prior to a vote, so that the public would have some background as to what items are being covered under this portion. The Council agreed to this option by consensus.

- Smoke Testing

Mayor Snoots discussed smoke testing that was completed by Public Works two years prior. Data was collected, but never followed up on with resident communication. A lengthy discussion ensued between the Mayor and Council, Mr. McGrory, and Mr. Gerstner. It was decided to group the results into like problem groups and send out letters to residents in tiers. Staff will amend the proposed letter to give residents 30 days to contact City Hall about their property's individual challenge. Staff was directed to begin this process soon.

Adjournment

Mr. Smith moved to adjourn the meeting to closed session. Ms. White seconded the motion, which passed 5-0. The meeting was adjourned at 7:58 p.m.

Submitted by: Carrie Myers

Approved By: Jeffrey T. Snoots 9/13/16  
Mayor Date

Witnessed By: [Signature] 9/13/16  
City Administrator Date