

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, April 7, 2020, 7:00 P.M.

The April 7, 2020 City of Brunswick Mayor and Council Meeting was convened at 7:00 P.M. by Mayor Jeff Snoots via phone conference. The following members and staff were present: Jeff Snoots, Mayor; Nathan Brown, John Dayton, Vaughn Ripley, Andy St. John, Tom Smith, and Angel White, Council Members; Dave Dunn, City Administrator; Milt Frech, Chief of Police; John Gerstner, Director of Public Works; Bruce Dell, Planning and Zoning Administrator; and Carrie Myers, City Clerk.

Mayor's Remarks

- Ms. Myers reads a proclamation for Child Abuse Awareness Month.
- Mayor Snoots thanks all residents for abiding by the recent emergency declaration set forth by the City and State.

Introduction and Adoption of Resolutions and Ordinances

- Resolution 2020-05 – Utility Billing Payment Plan Update

Ms. Myers discussed the change, which was to allow the Mayor to amend payment plan terms in times of hardship. The Finance Committee recommended approval. Mr. St. John made a motion to approve Resolution 2020-05. Ms. White seconded the motion, which passed 6-0.

- Resolution 2020-07 – Code Enforcement Payment Plan

Ms. Myers discussed this item, which was to develop a payment plan for high-dollar code violations. The Finance Committee recommended approval. Mr. Ripley made a motion to approve Resolution 2020-07, noted addition. Ms. White seconded the motion, which passed 6-0.

- Ordinance 560 – Telecommunications

Mr. Dunn discussed this item, which was introduced at a previous Council Meeting. Mr. Smith made a motion to approve Ordinance 560. Mr. Ripley seconded the motion, which passed 6-0.

Consent Agenda

- PO Approval – Univar - \$10,701
- Public Works Mower Purchase

Mr. Dunn and Mr. Gerstner discussed these items. The Univar purchase order was for routine chemical purchases. The mower was requested for approximately \$12,000 to assist the Public Works department with shortening staff time during the COVID-19 pandemic. Another mower would allow staff to work quicker and spend less time mowing. Mr. Gerstner stated the mower would be a benefit after the pandemic was over as well.

Mr. Ripley made a motion to approve the Consent Agenda items. Mr. St. John seconded the motion, which passed 6-0.

Unfinished Business

- Brunswick Street Two-Sided Parking Rejection

Mr. Dunn stated this was pretty much already decided at the last Council meeting, but staff wished to

obtain an official vote to memorialize the issue. Mr. Smith made a motion to deny two-sided parking on Brunswick Street. Ms. White seconded the motion, which passed 6-0.

- Safe Routes to School Grant Return

Ms. Myers discussed this item. The Finance Committee recommended returning this grant to the grantor, due to increased costs, excessive staff and engineering time and costs, and arduous grant guidelines.

Mr. Brown and Mr. Dayton stressed they felt it was important to continue to develop and administer a City sidewalk replacement program that included the areas targeted for the SRTS grant.

Mr. Smith made a motion to return this grant to the grantor. Mr. Brown seconded the motion, which passed 6-0.

Mr. Dunn stated the Finance Committee would look at re-doing the sidewalk program in the future.

New Business

- 823 East Potomac Street Property Abatement

Mr. Dunn received a quote for approximately \$12,000 to demo and remove this structure. The property is currently in foreclosure. If we abate the property, we would place a lien on the it, then demo the structure with the end goal of selling the property, at which time, the City would collect their lien.

Mr. St. John made a motion to abate the property at 823 East Potomac Street. Mr. Smith seconded the motion, which passed 6-0.

- FY2021 Constant Yield

Mr. Dunn stated the current tax rate is \$0.41 and the proposed rate for FY2021 is \$0.39. The Finance Committee recommended not lowering the tax rate, given the fact that other revenues would likely decline in FY2021.

Mr. Smith made a motion to set the tax rate at \$0.41. Ms. White seconded the motion, which passed 6-0.

- New Employment Position – Grants Coordinator

Mr. Dunn stated this position was necessary to alleviate some workload from himself and Ms. Myers, and stated current staff was not really pursuing as many grants as they could for lack of time. The Finance Committee recommended approval of this position.

Mr. Brown made a motion to approve the position. Mr. Smith seconded the motion, which passed 6-0.

- National Historic District Registry Bid Award

Ms. Myers stated two bids were received, and the Preservation Committee recommended award to the low bidder, EHT Traceries for \$38,172. She also stated the budgeted amount for this project was only \$35,000, and requested the Council approve a budget amendment for the rest of the funding to complete this contract.

Mr. Smith made a motion to approve the contract and find the remaining budgeted funds. Mr. Brown seconded the motion, which passed 6-0.

- August Election Postponement

Ms. Myers stated that, while deadlines for the upcoming election have not been affected yet, staff was

concerned that not pushing back the election date would leave candidates with too little time to adequately file petitions and prepare for a campaign. She stated a vote did not need to take place at this meeting, but would need to happen in May.

The Council generally felt the election would probably need to be pushed back, but also said staff should look into other options such as mail-in ballots only, and amending the filing procedures so as to not have contacts have to obtain physical signatures, etc. The consensus was to discuss this item again in May.

- **COVID EDC Grants**

Mr. Dayton explained the EDC would like to grant \$1,000 micro-grants to Brunswick businesses affected by the COVID-19 pandemic. He would like to use \$30,000 of budgeted EDC funds at first, with the idea of adding additional funding if needed, from other budgeted line items that might otherwise be underspent this fiscal year. The process would be a first-come, first-serve, online application reviewed by the EDC, then recommended for approval to the Mayor.

Mr. Dayton made a motion to approve the micro-grants. Ms. White seconded the motion, which passed 6-0.

- **Square Corner Park Mural Funding**

Mr. Dunn stated \$5,000 from the EDC budget was previously earmarked for the Square Corner Park mural re-do. The consensus of the Council was to find the \$5,000 from other budget line items, and pay the micro-grants from the EDC line item.

Citizens Forum

- Greg Postle, EDC Member – thanks Council for voting to approve micro-grant program.
- Julile Martorana, Main Street – thanks Council for voting to approve micro-grant program.
- Wayne Allgaier, West C Street – thanks Council for funding micro-grant program and mural re-do.

Adjournment

The meeting adjourned at 8:36pm.

Submitted by: Carrie Myers

Approved by Mayor & Council 05/12/2020