

City of Brunswick
Mayor and Council Public Hearing Minutes
Tuesday, April 28, 2020, 7:00 P.M.

- FY2021 Real Property Tax Rate

Mr. Dunn discussed this item, which was to set the property tax rate at \$0.41. The Constant Yield rate was set at \$0.39, however, the Finance Committee did not wish to lower the City's rate, given the fact that revenues were already projected to be lower in FY2021 due to COVID. The City's rate for FY2020 was \$0.41, so the projected FY2021 rate was not a change. This will be voted on at the next Council Meeting.

No public comments were received.

Mr. Smith made a motion to close the Public Hearing. Ms. White seconded the motion, with a vote of 6-0.

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, April 28, 2020, 7:04 P.M.

The April 28, 2020 City of Brunswick Mayor and Council Meeting was convened at 7:04 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 and Carrie Myers, City Clerk.

Mayor's Remarks

- Mayor Snoots thanks all staff and residents for their actions during the COVID pandemic.
- Mayor Snoots asks for a motion to appoint Molly Newton as the Frederick County Public Library representative to the Youth Advisory Council. Ms. Newton will be sworn in at a public in-person meeting in the future. Ms. White made a motion to appoint Ms. Newton. Mr. Ripley seconded the motion, which passed 6-0.

Consent Agenda

- Utility Bill Due Date Extension

Mayor Snoots stated he had the authority to amend the due date for the current utility bills, and would like to extend the due date to May 31, 2020. He was seeking Council consent, as this was a variation from the City ordinance. Mr. St. John made a motion to approve extending the due dates to May 31, 2020. Mr. Smith seconded the motion, which passed 6-0.

- Business Payment Plans

Mr. Dunn stated Brunswick Main Street requested a payment plan to benefit downtown businesses due to COVID, and staff felt all Brunswick businesses would benefit from such a program, not just downtown businesses. There was a lengthy discussion regarding whether businesses should be allowed to enter into a plan without the consent of the property owner. There were also questions about whether property owners whose buildings were partially vacant should be able to participate. Mr. St. John suggested staff utilize language similar to that which was just included in the EDC micro-grant program for business qualification. Mr. Dunn stated he would draft a business payment plan and bring it to the next Finance

Committee meeting for discussion.

Unfinished Business

- 823 East Potomac Street Property Abatement Bid Award

Mr. Dunn stated staff received two bids from Eric Moore and Delauter. Both bids were comparable in scope, with Delauter's bid coming in lower at \$12,156. Staff recommended approval to Delauter.

Mr. Smith made a motion to award the bid to Delauter. Mr. St. John seconded the motion, which passed 6-0.

- August Election Postponement

Ms. Myers discussed this item. She stated there were several factors to consider including the date of the election, changing filing requirements to eliminate candidates needing to collect signatures for petitions, mail-in ballot procedures, scanning vs. hand counting of mail-in ballots, availability of Frederick County equipment for a physical election or scanning after a mail-in election. Ms. Myers stated she would like to get Council input tonight, then discuss these items with Stuart Harvey, and bring them back at the May meeting for further discussion and possible action.

A discussion ensued about what Charter changes were allowable by the Governor's declaration, and Ms. Myers stated she would look into that further.

This item would be discussed at a future meeting.

New Business

- Brunswick Main Street Manager/City of Brunswick MOU

Mr. Dunn discussed this item, which was recommended for approval by the Finance Committee. Both the City and Main Street felt a MOU was warranted. Mr. Dunn stated the contribution of paying salary and benefits for a City employee to be the Main Street Manager was in place of any other monetary donation to Brunswick Main Street.

Mr. Brown made a motion to approve the MOU. Mr. St. John seconded the motion, which passed 6-0.

- 2020 Municipal Pool Opening Discussion

Ms. Myers discussed this item. RSV Pools offered the City a maintenance-only contract addendum for roughly \$19,000, which would allow the City to pay for maintenance only until it was certain the pool could open. At that time, the cost of guards would be factored back into the contract and it would take two to four weeks for RSV to ready the pool for opening and pass inspection. The City had already paid two installments of the original contract totaling over \$25,000, so we would receive a refund from RSV for the addendum overage.

After a lengthy discussion where some Council Members feels \$19,000 was too much for a maintenance contract only, Ms. Myers was directed to find out what work was included in proposed addendum. She was also asked to obtain a quote for winterizing and replacing the cover to the pool should the Council decide not to open it at all this season. This item will be discussed at the May Council Meeting.

- Event Application – Brunswick Main Street Farmer's Market

Ms. Myers discussed this item. She stated while staff recommended approval of this application, a stipulation should be added that Main Street would comply with whatever social distancing guidelines are in place at the time of the event. Ms. Myers also stated a separate motion should be made to allow the

sale of alcoholic beverages on City property since a local winery will be setting up as part of the Farmer's Market.

Mr. St. John made a motion to approve the event with such social distancing guidelines and to approve the sale of alcohol on City property. Mr. Brown seconded the motion, which passed 6-0.

- Event Application – Ambulance Company Auxiliary Car Show

Ms. Myers discussed this item. She stated while staff recommended approval of this application, a stipulation should be added that the Auxiliary would comply with whatever social distancing guidelines are in place at the time of the event.

Ms. White made a motion to approve the event with such social distancing guidelines. Mr. St. John seconded the motion, which passed 6-0.

Miscellaneous and Appropriations

- Mr. Smith asked Mr. Dunn for an update of the Yourtee Springs project. Mr. Dunn stated the 100% drawings should be ready later this week, then they will be sent to MDE for approval. Project bidding will commence following MDE approval.
- Mr. Smith asked Mr. Dunn for an update on 811 West Potomac Street. Mr. Dunn stated County approval was picked up last week. Clark Azar is compiling the bid package now and submitted names of general contractors to the City.
- Mr. Brown stated Main Street had received a \$10,000 grant from the Community Foundation to issue micro-grants to downtown businesses affected by COVID.

Citizens Forum

- Alyssa Theodore, Ninth Avenue – thanks Council for approving Farmer's Market.
- Wayne Allgaier, West C Street – thanks Council for Main Street support.
- Julie Martorana, Main Street – thanks Council for ongoing support.
- Jacklyn McBride, Seventh Avenue – offers comments about Farmer's Market, pool opening, and water bill payment plan.

Adjournment

The meeting adjourned at 8:18pm.

Submitted by: Carrie Myers

Approved by Mayor & Council 05/12/2020