

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, August 11, 2020, 7:00 P.M.

The August 11, 2020 City of Brunswick Mayor and Council Meeting was convened at 7:00 P.M. by Mayor Jeff Snoots. 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; Carrie Myers, City Clerk; John Gerstner, Public Works Director; Milt Frech, Chief of Police; Matt Campbell, Water Superintendent; and Bruce Dell, Planning and Zoning Administrator; and Chris Vigliotti, Council Member Elect.

Mayor's Remarks

- Mayor Snoots thanked everyone and offered comments about his time as Mayor.
- Sandra Dalton, Clerk of the Court, swore in Mayor Elect Nathan Brown.
- Mayor Brown swore in Council Members Ripley, Vigliotti, and White.
- Mayor Brown presented certificates of appreciation to Tom Smith and Jeff Snoots.

Approval of Minutes

- Mayor & Council – July 14 & 28, 2020

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

Citizens' Forum

- No comments were offered.

Introduction and Adoption of Resolutions and Ordinances

- Resolution 2020-18 – Downtown Parking Program

Ms. Myers and Mr. Dunn explained this item. The downtown parking program was approved by Council last winter, but a resolution was necessary to memorialize the program.

- Resolution 2020-19 – Residential Parking Program

Ms. Myers and Mr. Dunn explained this item. The Council approved the concept of this program at the last meeting, but a resolution was necessary to memorialize the program.

Mr. St. John made a motion to approve both resolutions. Mr. Ripley seconded the motion. Mr. Vigliotti suggested adding option boxes to the petition for Resolution 2020-19, so that petitioners could make it clear what option they were choosing. Mr. St. John agreed to amending his motion to include that option. The motion passed 5-0.

Staff Reports

Staff presented highlights from last month's departmental activities. Mr. Vigliotti requested a project status report for the Sports Complex from Mr. Dell.

Consent Agenda

- Purchase Order #PW-4858 Approval – CJ Miller \$159,509
- Purchase Order #WW08-21 Approval – Komline-Sanderson \$29,359.67

- Purchase Order #WW15-20 Approval – Komline-Sanderson \$26,054.67
- Purchase Order #WW12-21 Approval – Cummins Sales & Services \$15,823.89
- Purchase Order #AD-2021-13 Approval – Pleasants \$113,778
- Brunswick Crossing – IIB – SEC Bond Reduction
- Brunswick Crossing – IIB - SWM Pond 18 – Bond Reduction
- Brunswick Crossing – Lots 1 & 2 Block YY – Storm Drain – Conditional Approval and Bond Release
- Brunswick Crossing – Lots 1 & 2 Block YY – Public Water – Conditional Approval and Bond Release
- Brunswick Crossing – Holiday Inn Express – Public Water – Conditional Approval and Bond Release
- Brunswick Crossing – IIIB - Part 2 – Water & Sewer – Final Acceptance and LOC Release
- Brunswick Crossing – IIIB – Part 2 – Storm Drain – Final Acceptance and LOC Release
- Brunswick Crossing – IIB – Part 2 – Storm Drain – Final Acceptance and LOC Release
- Brunswick Crossing – IIB – Part 2 – Water & Sewer – Final Acceptance and LOC Release

Mr. Dunn discussed the consent agenda items. Ms. White made a motion to approve the Consent Agenda items. Mr. Vigliotti seconded the motion, which passed 5-0.

Unfinished Business

- Grant Coordinator Hiring

Mr. Dunn stated this position was approved for hiring in January 2021, but Council Members have brought up the need to fill the position before that time. All Council Members agreed to the importance of hiring the position earlier than 2021.

Mr. St. John made a motion to hire a Grants Coordinator prior to January 2021. Ms. White seconded the motion, which passed 5-0.

New Business

- 2020 Veterans Day Parade Discussion

Ms. Myers discussed this item. Staff and Event Coordinator Shuan Butcher discussed ways to safely plan and hold the parade this year. A list of suggestions was provided including no opening ceremony, allowing extra spacing between line-up units, limiting the number of people on floats, etc. Staff was looking for general consensus to move forward with planning, and stated a final decision on holding the parade would need to be made by the end of September.

Council Members expressed a desire to move forward with the parade and offered additional suggestions including starting the parade on Ninth Avenue so more people could watch from their homes, offering a pre-recorded welcome and history message, and offering the parade live-streamed.

- Council Member Special Election Discussion

Ms. Myers discussed this item, which will be voted on at the next Council Meeting. Due to the national election being held in November, Frederick County was unable to loan the City their voting equipment or support prior to the middle of December. They asked the City to consider holding their special election on December 15, 2020, which fits within the determined timeframe outlines in the City Code. Ms. Myers stated she would introduce an updated timeline at the next Council Meeting.

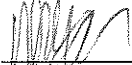
- Non-Profit COVID Micro-Grants Discussion

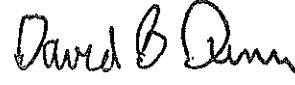
Mr. Dayton stated the EDC was ready to move forward with this program. They would like to suggest organizations for funding, funding amounts, etc. and bring the list to the full Council for approval. The Council consented to this process.

Adjournment

The meeting adjourned at 8:05pm.

Submitted by: Carrie Myers

Approved By:  9/9/2020 Date
Mayor Date

Witnessed By:  9/10/2020 Date
City Administrator Date