

City of Brunswick
Mayor and Council Public Hearing
Tuesday, October 13, 2020, 7:00 P.M.

Mr. Dunn discussed the balanced enterprise budget. The sewer expenditures were approximately \$4.3 million and the water expenditures were approximately \$5.3 million. There were no rate increases for water and a 6% rate increase for sewer. Mr. Dunn stated there were currently 3,059 water and sewer customers.

There were no public comments.

Ms. White made a motion to close the public hearing at 7:02pm. Mr. Ripley seconded the motion, which passed 5-0.

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, October 13, 2020, 7:02 P.M.

The October 13, 2020 City of Brunswick Mayor and Council Meeting was convened at 7:02 P.M. by Mayor Nathan Brown. The following members and staff were present: Nathan Brown, Mayor; John Dayton, Vaughn Ripley, Andy St. John, Chris Vigliotti, and Angel White, Council Members; Dave Dunn, City Administrator; Carrie Myers, City Clerk; Milt Frech, Chief of Police; Matt Campbell, Water Superintendent; and Danny Pendergraft, Acting Waste Water Superintendent.

Mayor's Remarks

- Mayor Brown read the following statement:

The Brunswick City Council met in closed session on September 29th at City Hall to discuss personnel actions. The authority to close this meeting is found in Article 10-508 of the Annotated Code of Maryland. Mayor Brown, Council Members Dayton, St. John, Ripley, and Vigliotti were present. City Administrator Dave Dunn and City Clerk Carrie Myers were also present for this meeting.

The Brunswick City Council met in closed session on October 12th at City Hall to discuss personnel actions. The authority to close this meeting is found in Article 10-508 of the Annotated Code of Maryland. Mayor Brown, Council Members Dayton, St. John, Ripley, Vigliotti, and White were present, as we members of the Main Street Board of Directors. City Administrator Dave Dunn and City Clerk Carrie Myers were also present for this meeting.

- Ms. Myers read a Breast Cancer Awareness proclamation.
- Dr. Wayne Allgaier and Louise Kennelly, Frederick Arts Council, presented a power point about the Brunswick Archway Project.

Approval of Minutes

- Closed Meeting – September 1 & 29, 2020
- Mayor & Council – September 8 & 22, 2020

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

Citizens' Forum

- Comments about the proposed Railroad Square project were received from the following:
 - Kelly White, 809 East D Street
 - Cynthia Haggerty, 203 East F Street
 - Ken Koll, 203 East F Street
 - Phillips Wisor, 12 South Virginia Avenue
 - Wesley White, 809 East D Street
 - Norman Cornelius, 212 East A Street

Introduction and Adoption of Resolutions and Ordinances

- Special Ordinance 568 – FY2021 Enterprise Budget

Mr. Dunn presented this item. He highlighted bond money projects and debt service, Yourtee Spring improvements, water line replacement projects, sewer grouting projects, and water and sewer rates.

Mr. Ripley made a motion to approve Special Ordinance 568. Mr. Vigliotti seconded the motion, which passed 5-0.

- Resolution 2020-24 – FY2021 Water and Sewer Rates

Mr. Dunn presented this item. There was no proposed increase for water rates and a 6% increase for sewer rates.

Ms. White made a motion to approve Resolution 2020-24. Mr. St. John seconded the motion, which passed 5-0.

- Resolution 2020-25 – FY2021 Rosemont Water and Sewer Rates

Mr. Dunn presented this item. There was no proposed increase to the rate of \$4.92/per 1,000 gallons.

Ms. White made a motion to approve Resolution 2020-25. Mr. St. John seconded the motion, which passed 5-0.

- Ordinance 570 – Fair Election Amendments

Mr. Dunn stated the proposed amendments were mainly to add clarifying language stating that Brunswick elections are non-partisan. Ms. White asked if the City Attorney should review the proposed changes, and Mayor Brown stated the Attorney had already been consulted twice and several other municipal Codes had been reviewed. The consensus of the Council was not to send this language for further legal review. The second reading and potential passage of this ordinance would be held at the next Council Meeting.

Staff Reports

Staff presented highlights from last month's departmental activities.

Consent Agenda

- Purchase Order Approval - #AD-2021-24 – Springbrook - \$16,350.45
- Purchase Order Approval - #WW-26-21 – Roberts Electric Motors - \$24,330
- Brunswick Crossing Final Release - 2A-1 – Part 1 Storm Drain
- Brunswick Crossing Final Release - 2A-1 – Part 1 Paving
- Brunswick Crossing Final Release - 2A-1 – Part 2 Water/Sewer

- Brunswick Crossing Final Release - 2A-1 – Part 2 Storm Drain
- Brunswick Crossing Final Release - 2A-1 – Part 2 Paving
- Brunswick Crossing Final Release - 2A-2 – Part 1 Water/Sewer
- Brunswick Crossing Final Release - 2A-2 – Part 1 Storm Drain
- Brunswick Crossing Final Release - 2A-2 – Part 1 Paving
- Brunswick Crossing Final Release - 2A-2 – Part 2 Storm Drain
- Brunswick Crossing Final Release - 2A-2 – Part 2 Paving

Mr. Dunn discussed these items. Mr. Ripley made a motion to approve the consent agenda items. Mr. St. John seconded the motion, which passed 5-0.

Unfinished Business

- Sports Complex Seeding and Excavation Cost Approval

Mr. Dunn stated two bids were received for this work, and MS4 money can be applied for this project.

Ms. White made a motion to award the seeding bid to Delauter & Sons for \$11,900. Mr. Ripley seconded the motion. Mr. Vigliotti stated he was confused about the spending plan for this project and would like to see a proposed phased-in project and budget. Mayor Brown stated this work is a continuation of the work directed by the previous administration and must be done prior to being able to utilize the POS grant funding for the development of the baseball fields. The motion passed 4-1, with Mr. Vigliotti opposed.

The Council decided there wasn't enough information to award the excavation work at this time. The Mayor stated he could approve that work when the necessary bids were clarified, as the scope would be under his threshold for approval.

- Railroad Square Development Draft Letter for Tax Credits

Mayor Brown presented a draft letter of response and clarified that DHCD did not ask the City for a letter of support, just for general feedback. He also stated the City's proposed response was not meant to "punt" the decision to MHT, as they would always get a chance to review such projects. He spoke to the zoning process for projects such as this and stated he had faith in that process to fully vet the project.

Mr. St. John stated he was in favor of sending no letter of response.

Mr. Ripley stated he was fine to send the proposed letter of response drafted by Mayor Brown.

Mr. Vigliotti stated he was not a great supporter of the proposed project, but wasn't completely against it either.

Mr. Ripley made a motion to send the draft letter. Ms. White seconded the motion.

Mr. Dayton stated a response letter was not part of the formal review process for the tax credit application and was struggling with the decision to send a letter of any kind.

The motion did not pass with a 2-3 vote, with Mr. Dayton, Mr. St. John, and Mr. Vigliotti all opposing.

Mr. St. John made a motion not to send any letter at this time. Mr. Vigliotti seconded the motion, which passed 3-2, with Mr. Ripley and Ms. White opposing.

- Personnel Manual Updates

Mr. Dunn stated the proposed changes were reviewed and suggested by the City Attorney and in some cases, taken from the Frederick County personnel manual.

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

- Veterans Day Parade Discussion

Ms. Myers discussed suggestions made by the parade committee. Mr. Ripley made a motion to proceed with the Veterans Day Parade as suggested. Mr. St. John seconded the motion, which passed 5-0.

New Business

- 30-36 West Potomac Street (Newberry Building) Purchase Contract

Mayor Brown and Mr. Dunn discussed this item. A Strategic Demolition grant from DHCD in the amount of \$400,000 was awarded for the City to purchase the Newberry Building at 30-36 West Potomac Street. The purchase agreement price was for \$345,000. Mr. Dunn stated engineering reviews found a small amount of lead paint, asbestos, and mercury lighting in the building, but it was otherwise in good shape.

Mr. St. John made a motion to purchase the building for \$345,000. Mr. Ripley seconded the motion, which passed 5-0.

- COVID Grants to Non-Profits

Mr. Dayton discussed this program, which would give small grants to Brunswick non-profit agencies affected by COVID. He stated the EDC would be involved in an application process and recommend awards to the Mayor. Mayor Brown stated these grants were eligible for Cares Act reimbursements.

Mr. St. John made a motion to approve the program. Mr. Vigliotti seconded the motion, which passed 5-0.

- Brunswick Main Street Letters of Support

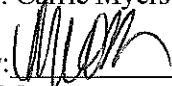
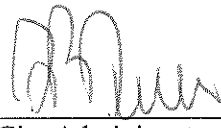
Mayor Brown stated Main Street was seeking letters of support for the 2020 Community Legacy and Strategic Demolition applications.

Ms. White made a motion to approve the letters of support. Mr. Vigliotti seconded the motion, which passed 5-0.

Adjournment

The meeting adjourned at 9:05pm.

Submitted by: Carrie Myers

Approved By:  12/21/2020 Witnessed By:  11/10/2020
Mayor Date City Administrator Date