

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, October 27, 2020, 7:00 P.M.

The October 27, 2020 City of Brunswick Mayor and Council Meeting was convened at 7:00 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; Bruce Dell, Planning and Zoning Administrator; and Jeremy Mose, Waste Water Superintendent.

Mayor's Remarks

- Ms. Myers read a Municipal Government Works Proclamation.
- Mayor Brown swore in Jeremy Mose as the new Waste Water Superintendent. This action was voted on and approved by the Council in closed session in September.
- Mayor Brown presented a list of appointments to various City Commissions, Committees, and Board. Ms. White made a motion to approve all proposed appointments. Mr. Ripley seconded the motion, which passed 5-0.
- Mayor Brown announced details of an upcoming Children's Flu Clinic on November 5th.
- Mayor Brown stated the City would be purchasing new holiday décor for the downtown area from leftover events budgeted funds.
- Mayor Brown stated Mayor and Council Meetings would be starting at 6pm for the foreseeable future, due to most people working from home and being able to attend earlier.

Citizens' Forum

- No comments were offered.

Introduction and Adoption of Resolutions and Ordinances

- Ordinance 569 Fair Election Amendments

Mayor Brown stated the Council had received multiple comments in favor of the proposed changes to this ordinance, and one negative response that prompted legal review to verify constitutionality of the changes. In lieu of this, the Mayor proposed revisions only dealing with areas already established not to violate constitutional rights. He proposed removing all changes making reference to campaign contribution, other than stating they must be accounted for in the financial disclosure statements submitted by candidates.

Mr. Ripley stated he agreed that municipal elections should be non-partisan, but was not in favor of adding so much language to state as much. Other Council Members offered differing opinions in a lengthy conversation. The Council Members all agreed they would be agreeable to vote for the proposed changes as long as Section M were removed.

Mr. Vigliotti made a motion to approve Ordinance 569, removing Section M. Mr. Dayton seconded the motion, which passed 5-0

- Ordinance 570 – Municipal Infraction Amendments

Mayor Brown stated this ordinance was to amend the municipal infraction penalty in the Code. Ms.

White made a motion to approve Ordinance 570. Mr. Dayton seconded the motion, which passed 5-0.

- Resolution 2020-28 – Green Team

Mayor Brown stated the City is applying to have the Sustainable Maryland Certified Designation reinstated, and that a requirement of that process was to form a Green Team. Mr. Ripley made a motion to approve Resolution 2020-28. Mr. Vigliotti seconded the motion, which passed 5-0.

- Resolution 2020-29 – Payment Plan Update

Mayor Brown and Mr. Dunn discussed this item. Governor Hogan lifted the moratorium on utility shut-offs, therefore staff would begin offering payment plans to residents in arrears for their utility bills. They thought the original terms of 50% down payment and only six monthly installments might be cumbersome for some residents who are now three quarters behind. The proposed resolution would give the Mayor the authority to amend these terms in special circumstances. Ms. White made a motion to approve Resolution 2020-29. Mr. St. John seconded the motion, which passed 5-0.

Council Member Reports

Council Members presented highlights from last month's activities.

Consent Agenda

- Purchase Order Approval – PO# 15-21W – MicroTech Designs - \$118,072

This was to upgrade the SCADA system at the Water Plant and allow compliance with the SCADA system to be installed at Yourtee Springs.

- Purchase Order Approval – PO# AD-2021-40 – Howard Wellman Conservation - \$10,320.50

This was for additional gravestone preservation at the Berlin Cemetery. This money is grant funded.

- Purchase Order Approval – PO# AD-2021-41 – Audio Video Group - \$36,904

This was to upgrade the audio/video equipment in the Council Room. This upgrade would most likely be paid for with CARES Act funding.

Mr. St. John made a motion to approve the Consent Agenda. Mr. Ripley seconded the motion, which passed 5-0.

Unfinished Business

- WB Tower/YMCA Park Proposal Presentation

Mr. Dell discussed a possible layout for a future linear park to include the WB Tower and an observation platform, handicap accessibility, connecting sidewalks, etc.

New Business

- Employee Compensation Study Approval

Mr. Dunn explained this item. A comprehensive study had never been performed by an outside agency, but this proposal would look at the salary scale, position descriptions, and salaries of each position. The Finance Commission recommended approval of this item.

Mr. Ripley made a motion to approve the study in the amount of \$20,247. Mr. Dayton seconded the motion, which passed 5-0.

- Employee Merit/COLA Increase

Mayor Brown discussed this item. He stated because the City's Worker's Compensation amount owed was decreased and the City would be receiving a large refund check from LGIT for health insurance again this year, he felt like a 2% COLA and 3% merit increase were warranted. The Finance Committee

recommended approval of the overall 5% increase. If approved, this increase would be effective the first full pay following approval and would be based off of the October 2020 performance reviews.

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

- Utility Bill Shut-Offs

Mr. Brown stated there are currently 226 delinquent accounts for a total of \$106,000. He requested Council approval to suspend any terminations through the end of 2020 and reassess in January 2021. He stated language would be added to second notices about beginning payment plans, rather than sending letters to individual homes, as that option was more expensive and cumbersome for staff.

Mr. St. John made a motion to approve the Mayor's suggestions. Ms. White seconded the motion, which passed 5-0.

- Preservation and Revitalization Committee Recommendations for Conservation District


Mr. Dell discussed this item which was to initiate legislation to begin the process of allowing staff to vet the proposed work of the committee. This process would include ordinance modification, boundary map approval, public hearings, mailings to residents included in the boundary map, etc. He stated once Planning Commission vetting was completed, the entire work process would be back to the Mayor and Council for comments and approval.

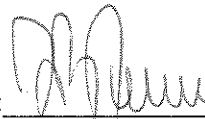
Mr. St. John made a motion to initiate the Preservation & Revitalization Committee's recommendation through the legislative process by directing staff to amend Chapter 7 of the City Code to create the Conservation District. Mr. Vigliotti seconded the motion, which passed 5-0.

Adjournment

The meeting adjourned at 8:35pm.

Submitted by: Carrie Myers

Approved By:  12/21/2020
Mayor Date

Witnessed By:  12/21/2020
City Administrator Date