

City of Brunswick
Mayor and Council Meeting Minutes
Tuesday, February 9, 2021, 6:00 P.M.

The February 9, 2021 City of Brunswick Mayor and Council Meeting was convened at 6:00 P.M. by Mayor Nathan Brown via Zoom. The following members and staff were present: Nathan Brown, Mayor; John Dayton, Brian Sandusky, Andy St. John, Chris Vigliotti, and Angel White, Council Members; Dave Dunn, City Administrator; Carrie Myers, City Clerk; Milt Frech, Chief of Police; John Gerstner, Director of Public Works; Matt Campbell, Water Superintendent; Jeremy Mose, Waste Water Superintendent; Bruce Dell, Planning and Zoning Administrator; and Carmen Hilton, Main Street Manager.

Mayor's Remarks

- Mayor Brown discussed the recent proclamation issued to follow Governor Hogan's orders about restaurants and bar operating hours.
- Ms. Myers read a proclamation for P286 Day of Remembrance.
- Ms. Myers read a proclamation for Black History Month.
- Ms. White made a motion to approve Youth Advisory Committee members. Mr. Sandusky seconded the motion, which passed 5-0.
- Mayor Brown discussed the Railroad Square Development project. Since the project was approved for tax credits, the Mayor announced a workshop being held on February 16th to review the project and accept Council Member and public comment.

Approval of Minutes

- Mayor and Council Meetings – January 12 & 26, 2021

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

Citizens' Forum

Dr. Allgaier, West C Street – offered comments about the Welcome Arch project.

Staff Reports

Staff presented highlights from last month's departmental activities.

Unfinished Business

- Utility Billing Termination Notice

Mayor Brown explained that while shut-offs would resume soon, the mail issues are impacting the current bills and payments, therefore, he suggested shut-offs only be conducted for previous quarters at this time. He stated shut-offs would take place on February 24, 2021 for all previous quarters, and current quarter shut-offs would be re-visited soon. All Council Members agreed with this proposal.

New Business

- City Personnel Manual/Employee Telework Policy

Mr. Dunn discussed this item. The telework policy was added to cover employees working from home due to Covid, and potentially beyond. The personnel manual was updated in places to reflect the telework policy. After a lengthy discussion about whether the City should inspect home work spaces, Ms. White

made the motion to approve the telework policy and personnel manual. Mr. St. John seconded the motion, which passed 4-1, with Mr. Vigliotti opposed.

- Water Meter Crock Contract

Mr. Gerstner discussed this item. He stated two very competitive bids were received and staff recommended approval of the low bid to Pipe Craft. Mr. Dunn added the finance commission recommended a future budget amendment to add \$100,000 to this project, with funding left over from FY2020 unspent funds.

Ms. White made a motion to award the contract to Pipe Craft. Mr. Sandusky seconded the motion, which passed 5-0.

- Welcome Arch Funding Request

Mayor Brown explained the original request for the welcome arch did not include a monetary donation, however, the project could benefit from City funding so that better building products could be utilized.

After a lengthy discussion about potential changes to the font on the welcome arch, Mr. St. John made a motion to approve the \$10,000 funding request. Mr. Vigliotti seconded the motion, which passed 5-0.

- Preservation and Revitalization Committee Future Discussion

Mayor Brown stated the original charge project for this group was about completed, and the group decided to meet quarterly going forward to review any current project and work with the Planning Department on any specific requests. Mayor Brown suggested a few members of the group meet regularly to update the City's vacant property ordinance. All Council Members supported this idea.

Mr. St. John made a motion to task the committee with updating the vacant property ordinance. Ms. White seconded the motion, which passed 5-0.

Adjournment

The meeting adjourned at 7:30pm.

Submitted by: Carrie Myers

Approved By: [Signature]

Mayor

4/13/21

Date

Witnessed By: [Signature]

City Administrator

Date

4/12/2021