

City of Brunswick
Mayor and Council Meeting Minutes
July 26, 2022

The July 26, 2022 City of Brunswick Mayor and Council Meeting was convened at 6:00 P.M. by Mayor Nathan Brown. The following members and staff were present: Nathan Brown, Mayor; John Dayton, Vaughn Ripley, Brian Sandusky, Andy St. John, and Angel White, Council Members; Dave Dunn, City Administrator; Jeremy Mose, Assistant City Administrator of Public Facilities; Carrie Myers, Director of Administration; John Gerstner, Director of Public Works; Bruce Dell, Director of Planning; Kevin Grunwell, Chief of Police; Julie Martorana, EDC & Grants Coordinator; and Carmen Hilton, Main Street Manager.

Mayor's Remarks

Mayor Brown discussed forming a group to discuss a possible Brunswick community center. Mayor Brown also discussed the upcoming Council Member election.

Citizens' Forum

Comments were received from the following:

- Amilynn Adams – 1169 Potomac View Parkway
- Tom Simpson – 21 East E Street

Introduction and Adoption of Resolutions and Ordinances

- Resolution 2022-11 – Sidewalk Replacement Program

Mr. Dunn discussed this resolution. There has been a lack of participation in the sidewalk loan program. After the program was established, it was determined that it is challenging for homeowners to replace individual sidewalks in the middle of any given block since the sidewalks around them remain in disrepair. It is also a challenge because often the curb and gutter do not align with abutting curb and gutter. The City prefers to complete blocks of sidewalk replacement all at one time. This resolution would allow the City to begin proactively seeking grant funds and programming budgeted funds when possible for large sidewalk replacement projects, while maintaining the language identifying homeowner responsibility for maintenance of sidewalks abutting their property. Mr. Dunn discussed priority for replacement projects along the safe routes to school routes, as well as sidewalks along Potomac Street and Maple Avenue, the high-traffic flow areas of the City.

Mr. Dayton and Mr. St. John stated they believe eventually if a stable funding source could be identified for sidewalk replacement, the City should do away with language about homeowner responsibility of sidewalks.

Mr. Sandusky made a motion to approve Resolution 2022-11. Mr. St. John seconded the motion, which passed 5-0.

Staff Reports

Reports were provided by Ms. Martorana and Ms. Hilton.

Consent Agenda

- Public Works Agreements – Brunswick Crossing – Section 4
 - Stormwater – Pond 6
 - Public Storm Drain, Water & Sewer
 - Forest Improvements & Protection

- Forest Resource Inspection & Maintenance
- Stormwater – Pond 7
- Stormwater – Pond 8

Mr. Dell discussed these items. Mr. Sandusky made a motion to approve the consent agenda items. Ms. White seconded the motion, which passed 5-0.

New Business

- Purchase Order Approvals – Mr. Mose discussed these purchase orders.
 - #230024 - The Matthews Group Inc – \$428,222.24 - this was for engineering work for Phase 1 and geotech and engineering work for Phases 1-6 of water line replacements on various streets throughout the City. These projects were being funded with ARPA money. He stated the Matthews Group would also be contracted to complete construction of the project in the future. This work was competitively bid through Sourcewell.
 - #230025 – The Matthews Group Inc – \$187,778.69 - this was for engineering work associated with the East H Street water line replacement. This project was being funded with ARPA money. This work was competitively bid through Sourcewell.
 - #230031 – Xylem Water Solutions USA Inc - \$25,830 – this was for UV bulb replacement.
 - #230033 - Utility Service Company Inc - \$985,286 - this was for relining of several sections of the Yourtee Springs water line. This project was being funded with ARPA money, Frederick County contributions, and Governor’s budget funding. Additionally, staff was still seeking funding from Washington County and various grant opportunities.
 - #230034 – Envirep Inc - \$46,405 – this was for the PLC replacement at the Galyn Manor pump station.
 - #230035 – Southern Corrosion Inc – \$34,310 - this was for a new maintenance contract on the 1 million gallon and 250,000 gallon water storage tanks. This contract provided a savings of \$23,000 compared to the last vendor.

Mr. Ripley made a motion to approve all six of the purchase orders. Mr. Sandusky seconded the motion, which passed 5-0

- MOU – Brunswick Heritage Museum – Capital Grant Administration
 Mr. Dunn discussed this item. The City holds two \$100,000 State capital grants for façade improvements to the Museum, in addition to \$100,000 in ARPA funding being donated towards the project. The City will forward-fund the improvements and be reimbursed for the grant funding. The Museum had raised \$50,000 towards the project as well.

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

- Event Application Approvals
 - Rick Michael Way Block Party
 - Sixth Avenue Block Party

Ms. Myers discussed these events. Staff recommended approval. Mr. Ripley recused himself from the vote. Mr. Sandusky made a motion to approve the event applications. Ms. White seconded the motion,

