

**City of Brunswick
Mayor and Council Workshop Minutes
August 30, 2022**

The Mayor and Council Workshop was convened at 6:00pm. Carmen Hilton, Main Street Manager gave a presentation on possible uses for the Kaplon Building, which the City purchased late last year. After her presentation, Mayor Brown discussed next steps in the process. The workshop ended at 6:10pm.

**City of Brunswick
Mayor and Council Meeting Minutes
August 30, 2022**

The August 30, 2022 City of Brunswick Mayor and Council Meeting was convened at 6:10 P.M. by Mayor Nathan Brown. The following members and staff were present: Nathan Brown, Mayor; Vaughn Ripley, Brian Sandusky, Andy St. John, and Daniel Yochelson, Council Members; Jeremy Mose, Assistant City Administrator of Public Facilities; Carrie Myers, Director of Administration; Bruce Dell, Director of Planning; Julie Martorana, EDC & Grants Coordinator; and Carmen Hilton, Main Street Manager.

Council Members Angel White and Chris Vigliotti, and City Administrator Dave Dunn were all present over Zoom.

Mayor's Remarks

- Ordinance 587 – Commission and Committees Code Amendment

Mayor Brown stated it was necessary to vote on this item prior to appointing members to the Finance Commission at tonight's meeting. He stated this change was to allow appointment of up to five citizen representatives on the Finance Commission.

Mr. St. John made a motion to approve Ordinance 587. Mr. Sandusky seconded the motion, which passed 6-0.

- Commission/Committee Appointments – Mayor Brown asked for a motion to appoint the following individuals:
 - Jerry Bonanno – Planning Commission & Finance Commission
 - Eric Ahalt – Board of Appeals
 - Michael Hagan – Ethics Commission
 - Stan Nolen – Economic Development Commission
 - Kathi Morehead – Economic Development Commission
 - Thomas Calvert – Economic Development Commission
 - John Dayton – Finance Commission

Mr. Sandusky made a motion to approve all appointments. Mr. Yochelson seconded the motion, which passed 6-0.

- Council Member Liaison Assignments

Mayor Brown presented the updated list for Council Member liaison assignments.

- Proclamation/Donation Request – National Recovery Month

Ms. Myers read the proclamation. Mr. Sandusky made a motion to donate \$500. Mr. St. John seconded the motion, which passed 6-0.

Citizens' Forum

- No comments received.

Introduction and Adoption of Resolutions and Ordinances

- Resolution 2022-12 – Traffic Control Request – No Parking Signs – 619 Brunswick Street to Corner

Ms. Myers discussed this request from the City's Public Works department. Staff recommended approval. Mr. Sandusky made a motion to approve Resolution 2022-12. Mr. Vigliotti seconded the motion, which passed 6-0.

Staff Reports

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

Consent Agenda

a. Purchase Order Approvals

1. #230058 – Crownstone Equipment – Excavator Purchase - \$72,129

Mr. Mose stated this Bobcat was a budgeted item that came in under budget.

2. #230062 – Clark Azar – Yourtee Springs Line Rehab Phase II - \$25,500

Mr. Mose stated this engineering work would be for Addition Avenue to Western Avenue in Knoxville.

3. #230072 – Renaissance Planning – Master Plan Consultant - \$140,000

Mr. Dell stated this was a budgeted item that came in slightly under budget.

b. Purchasing Policy Amendment

Ms. Myers discussed the minor changes to this policy, which were requested by the City's auditors.

Mr. Sandusky made a motion to approve the consent agenda items. Mr. St. John seconded the motion, which passed 6-0.

Unfinished Business

a. Frederick County Legislative Package Request

There were no suggestions from the Council Members.

New Business

a. Event Application – GBACC – Kick Off to Railroad Days

b. Event Application – New Hope UMC – Trunk or Treat

Ms. Myers discussed these items, both of which were recommended for approval from staff.

Mr. Ripley made a motion to approve both event applications. Mr. Sandusky seconded the motion, which passed 6-0.

c. System-Wide Leak Detection Survey Discussion

Mr. Mose presented the findings of the leak detection survey. Seventeen leaks were discovered, and all have been repaired by Public Works staff. He stated the City would be conducting such a survey yearly going forward.

Mayor Brown gave an update on the CSX train blocking issue.

Adjournment

The meeting adjourned at 6:51 pm.

Submitted by: Carrie Myers

Approved By: [Signature]
Mayor Date

Witnessed By: [Signature]
City Administrator Date