

**City of Brunswick
Mayor and Council Meeting Minutes
January 24, 2023**

The January 24, 2023 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; Vaughn Ripley, Brian Sandusky, Andy St. John, Chris Vigliotti, Angel White, and Daniel Yochelson, Council Members; Julie Martorana, City Administrator; Jeremy Mose, Assistant City Administrator; Carrie Myers, Director of Administration; John Gerstner, Director of Public Works; Bruce Dell, Director of Planning; Kevin Grunwell, Chief of Police; and Carmen Hilton, Program Manager.

Citizens' Forum

No comments offered.

Introduction and Adoption of Resolutions and Ordinances

- Resolution 2023-01 – Administrative Fee Schedule

Mr. Dell stated the fee schedule update was to reflect changes to the vacant property ordinance associated fees, and backyard chicken applications. Mr. Vigliotti made a motion to amend the fee for backyard chickens to \$20 per year. Mr. Dell explained the fee was set at \$50 to align with other similar fees, and stated this was a one-time fee, not reoccurring each year. Mr. Vigliotti withdrew his motion.

Mr. Sandusky made a motion to approve Resolution 2023-01 as proposed. Mr. Yochelson seconded the motion, which passed 6-0.

- Resolution 2023-05 – Traffic Control Request – Stop Signs East A Street

Ms. Myers stated this request was for two stop signs: one at the corner of East A and First Avenue, one at the corner of East A and Second Avenue. She stated staff approved the request, but was proposing installing the signs in a phased-in approach, so that one lighted, flashing sign could be installed at a time, negating the need to purchase two such signs.

Mr. Ripley made a motion to approve Resolution 2023-05 and take staff recommendations for a phased-in installation. Mr. Vigliotti seconded the motion, which passed 6-0.

Staff Reports

Ms. Hilton provided the Main Street report.

Consent Agenda

- Purchase Order 230181 Approval – Frederick County Government - \$25,793.50

This purchase order was for yearly IT usage at the Police Department.

- Purchase Order 230199 Approval – Pipecraft - \$71,920

This purchase order was to hire contractors to conduct a project originally planned to be completed by staff. Due to other projects, staff would be no longer available to complete this work.

- Budget Amendment Approval – Capital Building Improvements - \$8,900

This budget amendment moved money from Public Works to Finance Administration to assist with payment of building out offices in the back room of City Hall.

- Budget Amendment Approval – I&I/Line Replacements - \$52,000

This budget amendment moved funds to align revenue with expenses.

- Budget Amendment Approval – Yourtee Springs Relining - \$500,000

This budget amendment moved funds to align revenue with expenses.

- PWA Approval – Brunswick Crossing Section IV – Public Paving

This was a standard PWA approval.

- PWA Approval – Brunswick Crossing Section IV – Storm Drain, Water & Sewer

This was a standard PWA approval.

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

New Business

- Sidewalk Bid Award

Mr. Mose discussed the background of the sidewalk project. Bids were received from four vendors and reviewed by Mr. Gerstner. Mr. Gerstner stated the low bid provided by H. Frank Foland and Son, Inc. in the amount of \$392,639.25 was adequate and recommended approval.

Ms. White made a motion to award the bid to H. Frank Foland and Son, Inc. Mr. Sandusky seconded the motion, which passed 6-0.

- Traffic Control Request – Drydock Street

Ms. Myers stated this request was to mark parking spaces on Drydock Street because the resident felt that more parking could be obtained, however, when staff measured for parking spaces, they determined that a space or two would actually be lost in the process. Therefore, staff recommended denial of this request.

Ms. White made a motion to deny the traffic control request. Mr. Ripley seconded the motion, which passed 6-0.

- Donation Request – Brunswick Little League

Ms. White made a motion to sponsor a team for \$750. Mr. Vigliotti seconded the motion, which passed 6-0.

- 2023 Event Schedule

Ms. Myers discussed the proposed events and it was decided that National Night Out would be added to the list of events. Mr. Ripley made a motion to approve the event schedule. Mr. St. John seconded the motion, which passed 6-0.

- Playground Specialists Proposal Approvals

Ms. Myers stated the two proposals would be paid for with LPPI funding. Staff recommended approval of Playground Specialist quotes for replacement of play equipment at Second Avenue Park in the amount of \$213,083.44 and the Campground Park in the amount of \$88,559.00.

Ms. White made a motion to approve the quotes. Mr. Sandusky seconded the motion, which passed 6-0.

- Brunswick High School Discussion

Mayor Brown discussed the proposed timing of BHS construction. Hope Bonanno also spoke about this project, which was approved in 2019, but pushed to the FCPS CIP for 2030. Council Members expressed a concern and desire to advocate to FCPS for moving this project back up in the CIP. Mayor Brown stated he would like to form an ad-hoc committee/task force to work under the City to advocate for this project. Mr. St. John made a motion to form such a committee. Mr. Sandusky seconded the motion, which passed 6-0.

Adjournment

The meeting adjourned at 7:22pm.

Submitted by: Carrie Myers

Approved By: [Signature] 2/15/23
Mayor Date

Witnessed By: [Signature] 2/15/23
City Administrator Date