

**City of Brunswick
Mayor and Council Meeting Minutes
February 14, 2023**

The February 14, 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, 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; Matt Campbell, Director of Utilities, Bruce Dell, Director of Planning; and Kevin Grunwell, Chief of Police.

Mayor's Remarks

- Mayor Brown asked for a motion to appoint Peter Wenner to the History Commission. Mr. St. John made such a motion. Mr. Sandusky seconded the motion, which passed 5-0. Mr. Wenner was sworn via phone.

Approval of Minutes

- Mayor & Council – January 10 & 24, 2023

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

Citizens' Forum

- No comments offered.

Staff Reports

Department Heads provided monthly reports.

Consent Agenda

- Purchase Order #230239 Approval – Atlantic Machinery Inc. - \$279,790

This purchase order covers the cost of a street sweeper for the Public Works Department. The City will forward-fund the entire purchase out of FY23 budgeted funds, with \$97,900 being reimbursable by a USDA – Community Facility grant.

- Budget Amendment – Program Open Space Grants - \$301,643

This budget amendment reflects projects that were developed after the FY23 budget was finalized, therefore these projects were not included in the original budget. This action approves the addition of the playground renovation projects for the Brunswick Campground and Second Avenue Park into the FY23 capital budget. These projects are 100% reimbursable through the LPPI grant program.

- Letter of Credit Release – Brunswick Crossing Phase IIIB – Part 3, Water & Sewer

This is a standard letter of credit release – the contingency period of one year has been met, therefore, staff recommends approval of the release of this 15% contingency in the amount of \$9,198.30.

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

New Business

- Equity and Inclusion Task Force Formation

Ms. Martorana discussed this item. She stated the Mayor wished to establish this task force to review City commissions/committees, public forums, events, etc. to look for specific objectives to include any under-represented persons/groups.

Mr. Ripley made a motion to approve establishing the Equity and Inclusion Task Force. Mr. Sandusky seconded the motion, which passed 5-0.

- Letter of Support – River & Trail Outfitters

Ms. Martorana discussed this item. River & Trail Outfitters has done a great job of running the Brunswick Family Campground, and they asked for a letter of support as they seek to expand their services at Cacapon State Park.

Mr. Yochelson made a motion to approve the letter of support. Mr. Sandusky seconded the motion, which passed 5-0.

- Event Application Approval – Spring Festival

Ms. Myers discussed this item. Ms. White made a motion to approve the event application. Mr. Sandusky seconded the motion, which passed 6-0.

Adjournment

The meeting adjourned at 6:25pm.

Submitted by: Carrie Myers

Approved By: [Signature]

Mayor

3-15-23

Date

Witnessed By: [Signature]

City Administrator

Date

3-15-23