

**City of Brunswick**  
**Mayor and Council Meeting Minutes**  
**June 13, 2023, 6:00PM**

The June 13, 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; Kevin Grunwell, Chief of Police; Abby Ingram, Program Manager; Carmen Hilton, Program Manager; and Chris Davenport, Program Manager.

Mayor's Remarks

- Mayor Brown read the following statement:

The Brunswick City Council met in closed session on June 13, 2023 at 5:30pm. The purpose of this meeting was to discuss personnel actions. The authority to close this meeting was found in Section 3-305(b) of the Annotated Code of Maryland. Persons attending the session were Mayor Nathan Brown; Council Members Vaughn Ripley, Andy St. John, Brian Sandusky, Angel White, and Daniel Yochelson; City Administrator Julie Martorana; Assistant City Administrator Jeremy Mose; and Director of Administration Carrie Myers.

- Mayor Brown presented a certificate of appreciation to James O'Rourke.
- Pride Month Proclamations were presented by the Frederick Center, Congressman Trone, and the City.

Approval of Minutes

- Mayor & Council Meeting – May 9 & 23, 2023
- Mayor & Council Closed Meeting – May 9, 2023

Ms. White made a motion to approve the minutes with one noted change. Mr. Ripley seconded the motion, which passed 5-0.

Citizens' Forum

- Julie Gourley – provided comments about the new Brunswick News Journal publication.
- Dave House – provided thanks to the Mayor and Council for sponsoring the new American Legion baseball team.

Introduction and Adoption of Resolutions and Ordinances

- Resolution 2023-16 – Berlin House Donation Designation

Ms. Myers discussed this resolution which was to designate \$145,000 of funds received from Railroad Square LLC for parking lot lease and Berlin House to be used solely towards renovation of that structure at 9 South Maple Avenue.

Mr. Sandusky made a motion to approve Resolution 2023-16. Mr. St. John seconded the motion, which passed 5-0.

- Ordinance 596 – Floodplain Ordinance Update

Ms. Ingram discussed updates to the floodplain ordinance. She shared maps and discussed the City's overall flood position according to FEMA. She stated this ordinance will be voted on at the July Council

Meeting.

Staff Reports

Staff provided monthly reports.

Consent Agenda

- Brunswick Crossing Final Acceptance & Letter of Credit Release – Storm Drain & Public Water – Lots 1 & 2, Block YY
- PO #230366 – The Matthews Group – 6<sup>th</sup> Avenue Water Line ARPA Project - \$867,498.11

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

Unfinished Business

- FY24 Organizational Chart

Ms. Myers discussed proposed changes to the org chart. Mr. Sandusky made a motion to approve the org chart. Mr. Yochelson seconded the motion, which passed 5-0.

- FY24 Salary Scale

Ms. Myers discussed proposed changes to the salary scale to reflect the org chart. Mr. Sandusky made a motion to approve the salary scale. Ms. White seconded the motion, which passed 5-0.

- FY24 Police Salary Scale

Ms. Myers discussed proposed changes to the police salary scale, which was to remove the Chief's appointed position from the scale. Mr. Ripley made a motion to approve the salary scale. Mr. Sandusky seconded the motion, which passed 5-0.

New Business

- Police Body Worn Camera Policy

Chief Grunwell discussed the policy. He stated all officers now wear body cameras, purchased with grant funding thus far.

- Funk & Bolton Engagement Letter

Ms. Martorana discussed this letter was to retain bond counsel for the City's borrowing actions. Mr. St. John made a motion to approve the engagement letter. Mr. Sandusky seconded the motion, which passed 5-0.

- FY23 General Fund Budget Amendments

Ms. Martorana discussed the budget amendments, which were clean-up efforts prior to the end of the fiscal year. Mr. Sandusky made a motion to approve the budget amendments. Mr. St. John seconded the motion, which passed 5-0.

- Sponsorship Request – Brunswick Community Festival

Ms. Myers discussed this request. Ms. White made a motion to donate \$100. Mr. Sandusky seconded the motion, which passed 5-0.

- Event Application – Brunswick Main Street – 19<sup>th</sup> Annual Potomac Street Mile

Ms. Myers discussed this event. Mr. Yochelson made a motion to approve the event application. Mr. Sandusky seconded the motion, which passed 5-0.

Adjournment

Submitted by: Carrie Myers

Approved By: [Signature] 7/19/23  
Mayor Date

Witnessed By: [Signature] 7/18/23  
City Administrator Date