

City of Brunswick
Mayor and Council Meeting Minutes
September 12, 2023, 6:00PM

The September 12, 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, 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; Kevin Grunwell, Chief of Police; Bruce Dell, Director of Planning; Carmen Hilton, Program Manager; and Chris Davenport, Program Manager. Council Member Vigliotti participated by Zoom.

Mayor's Remarks

- Mayor Brown swore in Police Officer Daryl Zimmerman.
- Mayor Brown issued Certificates of Appreciation to representatives of local group Jay's People.

Approval of Minutes

- Mayor & Council Meeting – August 15, 2023
- Mayor & Council Closed Meeting – August 15, 2023

Mr. St. John made a motion to approve the minutes. Mr. Ripley seconded the motion, which passed 5-0.

Introduction and Adoption of Resolutions and Ordinances

- Ordinance 597 – FOG (Fats, Oils, Grease) Update

Mr. Campbell and Mr. Dell discussed this item. They explained that staff developed a FOG program for commercial businesses, and that updating the ordinance would give the program “teeth,” such as the proper channels to inspect and fine establishments violating the ordinance. Mr. Ripley made a motion to approve Ordinance 597. Ms. White seconded the motion, which passed 5-0.

- Special Ordinance 599 – Purchase of 214 13th Avenue

Ms. Myers discussed this item. The City reached an agreement with the property owner to purchase the property for \$350,000, most of which would be covered by a POS acquisition grant. This special ordinance allowed the Mayor to sign settlement documents associated with the purchase. Mr. St. John made a motion to approve Special Ordinance 599. Ms. White seconded the motion, which passed 5-0.

- Resolution 2023-20 – Amendment of FY24 Water & Sewer Rates

Ms. Myers discussed a rounding error found in the proposed rates approved for FY2024. She stated staff would like to amend the rates to reflect the corrected amount before the October billing cycle. Mr. Yochelson made a motion to approve Resolution 2023-20. Mr. St. John seconded the motion, which passed 5-0.

Staff Reports

Staff provided monthly reports.

Consent Agenda

- PO Approval – Omega Contracting – 811 Additional Expenses for Maintenance Building - \$50,498
- PO Approval – Infinite Landscape & Design – West Potomac Street Parking Lot Improvement Work - \$68,717.50

- Bond and LOC Release – Brunswick Crossing Section 3B Part 1 – Final Acceptance – Public Paving

Mr. Yochelson made a motion to approve the Consent Agenda items. Ms. White seconded the motion, which passed 5-0.

Unfinished Business

- Downtown Parking Issues Discussion & Formation of Ad-Hoc Parking Committee

Ms. Martorana discussed current and past issues with parking in downtown. Staff made several recommendations for potential solutions. Mr. Ripley made a motion to create an ad-hoc downtown parking committee to investigate a downtown parking plan recommendation for consideration. Mr. St. John seconded the motion, which passed 5-0.

- Kaplon Presentation/Discussion

Ms. Hilton presented updates on the process to acquire a new owner for the Kaplon property to date. She stated the City had only received one offer for purchase by the deadline, but many other interested parties had come forth after the deadline. Staff recommended several options to the Council for consideration. Mr. Yochelson made a motion to deny the existing offer and re-publish the RFI for 60 days to obtain more interest. Ms. White seconded the motion, which passed 5-0.

- RERC Discussion

Ms. Martorana discussed the highlights from the RERC final report.

New Business

- City of Brunswick Event Application Approvals
 - Railroad Days
 - Downtown Halloween Party
 - Veterans Day Parade
- Brunswick Main Street Event Application Approvals
 - Farmer’s Market and Community Art Exhibit
 - Farmer’s Market

Ms. Myers discussed these events. Staff recommended approval of all. Mr. St. John made a motion to approve all of the events. Mr. Ripley seconded the motion, which passed 5-0.

Adjournment – 7:43p.m.

Submitted by: Carrie Myers

Approved By: [Signature] 10/10/23
 Mayor Date

Witnessed By: [Signature] 10/10/23
 City Administrator Date