

**City of Brunswick
Special Mayor and Council Meeting Minutes
October 3, 2023, 6:00PM**

The October 3, 2023 City of Brunswick Special 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, Brian Sandusky, Chris Vigliotti, Angel White, and Daniel Yochelson, Council Members; Julie Martorana, City Administrator; Jeremy Mose, Assistant City Administrator; and Carrie Myers, Director of Administration.

Mayor's Remarks

- Mayor Brown asked for a motion to re-appoint Alan Miner to the Planning Commission, Steve White to Board of Appeals, and Donavon Dilling and Cassie Goodman to the Ethics Commission. Mr. Sandusky made such a motion. Mr. St. John seconded the motion, which passed 6-0.

Citizens' Forum

- Dr. Wayne Allgaier and Jennifer Effler presented Mayor Brown and the Council with a Certificate of Appreciation for support of BEACON and the Food Bank.
- John Caves, 5th Avenue – offered comments about volunteerism for BEACON.

Introduction and Adoption of Resolutions and Ordinances

- Special Ordinance 600 – Borrowing Ordinance

Ms. Martorana presented the first reading of this special ordinance. She stated the City conducted a competitive bidding process seeking to borrow \$1.825 million for such City projects as the purchases of the Medical Center and WTRI property, improvements to the Sports Complex, development of the B&O Park, and remaining projects at 811 West Potomac Street. Two bonds were sought: a taxable bond (for income-generating projects) at \$525,000, and a non-taxable bond at \$1.3 million. Webster Bank had the most competitive rates of the three responses received at 4.77% (non-taxable) and 6.26% (taxable). Ms. Martorana stated the second reading and vote to approve this special ordinance would take place on October 10, 2023.

- Resolution 2023-21 – Personnel Manual Updates

Ms. Myers discussed proposed changes to the Personnel Manual. Ms. White made a motion to approve Resolution 2023-21. Mr. Sandusky seconded the motion, which passed 6-0.

- Resolution 2023-22 – Procurement Policy Updates

Ms. Myers discussed proposed changes to the Procurement Policy, which had been reviewed and recommended for approval by the Finance Commission. Mr. Ripley made a motion to approve Resolution 2023-22. Mr. Sandusky seconded the motion, which passed 6-0.

Consent Agenda

- PO Approval #240154 – King Hagerstown Motors, LLC - \$129,669
- PO Approval #240166 – Potomac Edison - \$60,176.78

Mr. Sandusky made a motion to approve the Consent Agenda items. Mr. Vigliotti seconded the motion, which passed 6-0.

New Business

- Governor’s State Budget Capital Request Approval

Ms. Martorana discussed the Mayor’s proposed request for the 2024 Legislative Session, which included \$1.5 million in funding for the Reservoir Retrofit Project.

Mr. Sandusky made a motion to approve the request letter. Mr. Ripley seconded the motion, which passed 6-0.

- Time to Care Act Insurance Collaborative

Ms. Myers discussed the Time to Care Act and the collaborative initiative by MML for all Maryland municipalities. Staff recommended joining the collaborative. Mr. Sandusky made a motion to approve. Mr. Vigliotti seconded the motion, which passed 6-0.

- Event Application Approvals


- City of Brunswick – 5th Annual Holiday Parade
- Brunswick Main Street – After-Market Music
- Brunswick Main Street – Holiday Marketplace
- Muddy Pedals – Mountain Bike Clinic
- New Hope UMC – Trunk or Treat

Ms. Myers stated staff recommended approval of all events. Ms. White made a motion to approve the event requests. Mr. Vigliotti seconded the motion, which passed 6-0.

Adjournment – 7:05p.m.

Submitted by: Carrie Myers

Approved By:  10/10/23
Mayor Date

Witnessed By:  10/10/23
City Administrator Date