

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

The December 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, Brian Sandusky, Chris Vigliotti, Angel White (via Zoom), 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; Matt Campbell, Director of Utilities; and Kevin Grunwell, Chief of Police.

Mayor's Remarks

- Mayor Brown read the following statement:
  - The Brunswick City Council will meet in closed session on December 12, 2023, following their open session at 6pm. The purpose of this meeting is to discuss a personnel matter. The authority to close this meeting is found in Section 3-305(b) of the Annotated Code of Maryland.

Approval of Minutes

- Mayor & Council – November 7 & 28, 2023

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

Staff Reports

Staff members presented their monthly department reports.

Consent Agenda

- Brunswick Crossing Releases
  - Section 3D – Storm Drain, Water & Sewer, Paving
  - Section 3A Part 1 – Public Paving
  - Section 2A-2 Part 3 – Public Paving
  - Section 2B Part 2 – Public Paving
  - Section 2B Part 3 – Public Paving
  - Section 2B Part 4 – Public Paving

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

New Business

- Kaplon Building Request for Proposal Bid Opening

Ms. Myers stated seven proposals were received and staff would be reviewing and presenting to the Council in the new year.

- FY2024 Budget Amendment

Ms. Myers stated this was to create an expense account in the budget to match a revenue account to be received for a Community Legacy grant. Mr. Sandusky made a motion to approve the budget amendment. Mr. St. John seconded the motion, which passed 6-0.

- Enterprise Vehicle Lease Buy-Out

Mr. Mose stated five vehicles were at the end of their lease term and were still in excellent condition, therefore the City wished to purchase the vehicles outright. Mr. Ripley made a motion to purchase the vehicles. Mr. St. John seconded the motion, which passed 6-0.

- MDE Loan Forgiveness for Grants

Ms. Martorana stated that while the City did not receive grants for projects in water, wastewater, and stormwater as applied, MDE offered low-interest loans for such projects, along with some loan forgiveness. Three projects were proposed with half of each receiving automatic loan forgiveness, with a chance for future forgiveness over the life of the loan. The term of the loan would be equal to the life expectancy of the proposed projects. Mr. Sandusky made a motion to accept the MDE loans. Mr. Yochelson seconded the motion, which passed 6-0.

- Lead Line Study

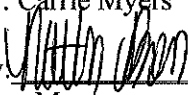
Mr. Campbell stated one of the MDE loan projects discussed earlier in the meeting was for a lead line study, which is mandated by the EPA and MDE by October 2024. 120Water would correspond with residents and collect data in response to this mandate, providing GIS-mapped data to the City. Mr. Sandusky made a motion to approve the lead line study. Mr. Vigliotti seconded the motion, which passed 6-0.


- Sports Complex Design Proposal

Mr. Mose discussed this item. He stated Contour Construction would use previous data collected by Clark Azar to complete an engineering and design plan for the entire sports complex project, including the WTRI piece, which was previously not included in grant applications for this work. The current grant held by the City will not be enough to cover all expenses since prices have increased since application was made two years ago. In this phase, \$217,000 of grant match money would be expended to develop the full scope of the project and future phases so that additional grants could be sought to cover all expenses. Mr. Ripley made a motion to approve the Contour Construction bid. Mr. St. John seconded the motion, which passed 6-0.

Mr. Sandusky made a motion to adjourn to closed meeting at 6:53pm. Mr. Yochelson seconded the motion, which passed 6-0.

Submitted by: Carrie Myers

Approved By:  1/23/24  
Mayor Date

Witnessed By:  1/23/24  
City Administrator Date