

City of Brunswick
Mayor and Council Meeting Minutes
January 21, 2025, 6:00PM

The January 21, 2025 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; John Caves, Brian Sandusky, Daniel Yochelson, Angel White (Zoom), Andy St. John (Zoom), and Eric Smothers (Zoom – joined 7:20pm) Council Members; Julie Martorana, City Administrator; Jeremy Mose, Assistant City Administrator; Carrie Myers, Director of Administration; Matt Campbell, Director of Utilities; Bruce Dell, Director of Planning; and Kevin Grunwell, Chief.

Mayor's Remarks

- Mayor Brown read the following closed meeting statement:
The Brunswick City Council will meet in closed session on January 21, 2025, following their open session at 6pm. The purpose of this meeting is to discuss a potential real estate transaction. The authority to close this meeting is found in Section 3-305(b) of the Annotated Code of Maryland.
- Mayor Brown appointed Lulu Lwin to the Equity and Inclusion Task Force.

Approval of Minutes

- Mayor & Council – December 10, 2024

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

Citizens' Forum

- No comment.

Introduction and Adoption of Resolutions and Ordinances

- Resolution 2025-01 – Procurement Policy Update

Ms. Myers discussed proposed changes, most of which updated allowing Deputy Directors to have procurement authority and clarifying that procurement authority and legally-binding signature authority were not one in the same.

Mr. Yochelson made a motion to approve Resolution 2025-01. Mr. Caves seconded the motion, which passed 5-0.

- Resolution 2025-02 – Leak Forgiveness Policy Update

Ms. Myers discussed adding commercial customers with meters up to 2” and qualifying as a small business (defined as only one location and fewer than 15 employees) to the ServLine program. She stated the total cost to customers would be \$38.40 per year.

Mr. Sandusky made a motion to approve Resolution 2025-02. Mr. Yochelson seconded the motion, which passed 5-0.

Staff Reports/Council Liaison Reports

Staff members and Council Members presented their monthly reports.

Unfinished Business

- Brunswick Main Street Memorandum of Understanding Update
Ms. Martorana discussed updates to the proposed MOU.

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

New Business

- Brunswick House USDA Project Request Clearinghouse Comments
Mayor Brown stated Volunteers of America proposed two additions to the Brunswick House, totaling over 37,000 square feet and 42 units. The City provided favorable comments to encourage a project such as this.

- Police Department Procedure #1008 – Fitness and Wellness Program
- Police Department Wellness Program Policy #1033

Chief Grunwell explained updates to the proposed policies. He stated all officers were required by the State to test annually for agility. The BPD piggy-backed on State mandates by increasing the activity requirements of such testing with incentives, allowing officers to train while at work using City facilities and adding compensatory time for achieving goals.

Mr. Sandusky made a motion to approve Procedure #1008 and Policy #1033. Mr. Caves seconded the motion, which passed 5-0.

- 2025 City of Brunswick Event Schedule

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

- Event Application Approval – Smoketown Brewing Annual Hootenanny

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

- Donation Request – Heart of the Civil War Heritage Area
- Donation Request – Brunswick Railroaders Little League
- Donation Request – BHS Girls Varsity Basketball

Mr. Sandusky made a motion to donate \$500 to the Heart of the Civil War Heritage Area, \$750 to Brunswick Railroaders Little League, and \$100 to the BHS Girls Varsity Basketball team. Mr. Yochelson seconded the motion, which passed 5-0.

- FY2025 Budget Amendments #2 & #3

Mr. Yochelson made a motion to approve Budget Amendments #2 & 3. Mr. Sandusky seconded the motion, which passed 5-0.

Ms. Myers stated the City received a rebate from LGIT due to an internal audit identifying years of over billing to the City. That combined with the sale of vehicles and a bit of funding from the FY25 asphalt budget totaled \$248,000. Staff presented a plan to spend this funding on several projects including the following two purchase orders. █

- PO #250105 Approval – EV Vehicles – Utilities and PW Departments
Mr. Yochelson made a motion to approve PO #250105. Mr. Sandusky seconded the motion, which passed 6-0.

- PO #250112 Approval – City Hall Lobby Renovations
Mr. Sandusky made a motion to approve PO #250112. Mr. Yochelson seconded the motion, which passed 6-0.

The meeting adjourned to closed session at 7:44pm.

Submitted by: Carrie Myers

Approved By: [Signature] 2-21-25
Mayor Date

Witnessed By: [Signature] 2/21/25
City Administrator Date