

**Mayor and Council Meeting**  
**7:00 PM - Tuesday, June 10th, 2003**

Call to Order - 7:05

Roll Call - Harrington, Smith, Greenfield, Stull, Castle, Bell.  
All Present

Mayor's Remarks

Tonight had FY 2004 General Fund Budget

Finance Committee Meeting Thursday

Sidewalk \Project continuing hoping to finish project soon

Chief will address recent break-ins

Representatives of Main Street Program will meet with us to our application.

Letter from Md Dept of Planning recognising the City's effort in organizing and participating in the Brunswick Crossing Advisory Committee

The Committee will have a field trip in July to area projects.

Flags on Potomac Street are being repaired

Approval of Minutes - 5/13

Motion to approve Bell, 2<sup>nd</sup> Greenfield

Vote 6-0

Staff Reports/Committee reports

Chief -

Break-ins continue to be a problem.

Souder Rd Deli had break-in Monday night. Loudon County also had break-in same night.

Believe they are related.

Report indicates that City is still safe place, with no Part I crimes to date.

Thursday, June 19, 7:00 p.m. we will have first Neighbourhood Watch Program at City Hall.

Kevin -

WWTP Report

WTP Report

Public Works Report

Many storm drains cleared.

Mulch grinder malfunctioned again and is out-of-order.

Assorted leaks repaired.

Bell - Inquires about Number 44 on list?

Kevin - Check valve was stuck open with piece of wood. Requires resident to service valve to ensure proper operation.

Bell - Inquires as to why we pumped the basement?

Mayor - States he ordered the pumping do to the unknown cause of backup at the time.

Dave - LGIT will say that if not certain who is a fault we are in a better position if we pumped once lawyer gets involved.

Kevin - Began placing hot-mix in curb cuts to finish job.

Smith - Inquires about Brunswick Street work. Should be able to man 2 crews.

Kevin - Three persons off on vacation.

Stull - How many trees have come down?

Kevin - Three trees.

Smith - Rain changes priorities of work tasks.

Harrington - The recent WWTP report indicates the enormous problem with I&I. Report indicated we treated a normal month of WWTP in one week.

Gerri - Planning Report (Stup on vacation)

Planning Commission met on May 19.

Vacancy for Board of Appeals position.

Planning & Zoning reorganization in progress.

NPDES compliance continuing.

Citizens' Forum

Smith - Who pays for work on boundary for Biser property?

Dave - Biser

Smith - Is Biser house annexed with 5 year exemption?

Bell - Believe house is in and taxed.

Smith - Doesn't well have to be capped if water & sewer is provided.

Mayor - Not necessarily. It depends if service is available currently.

Gerri - Recreation Report

Bike Rodeo and Fishing Derby June 28, 10:00 p.m. due to weather

Boys Club Parade on Saturday.

Hunter Safety Course begins tomorrow

Pool is open

Mayor - Skateboard Park will be on next weeks agenda.

Bell - Walked sidewalks last Friday to review project.

Castle - Attended Fire Department Meeting

Strategic Planning Report will be submitted at next meeting.

CDGB grant flyers were passed at East Potomac St and 4<sup>th</sup> Ave wall areas for grant funds for wall and sewer line.

Stull - Square Corner Park will start on June 23, 2003.

Harrington - Compliments the decorating of tree at circle for the troops.

#### Citizens Forum

Ellis Burruss - Commends Officer Grabill is conducting Civil War presentation at Frederick City museum.

Commends Police Department for hard work. Suggests City needs to do more to retain officers. Cultivating, maintaining officers should important.

Barbara Baker, 2<sup>nd</sup> Ave. - Would like rules placed in paper concerning fire works and barking dogs.

Old Business:

I & I Re-Bid Approval

Harrington - Are we looking to reject current bids.

Harrington motion to reject both bids based on costs.

2<sup>nd</sup> - Smith

Vote 6-0

Harrington - ARRO to provide cost estimates for full time inspection

#### New Business:

Proposed Tax Rate

Castle - Motion to maintain tax rate at .488 per \$100

2<sup>nd</sup> - Stull

Vote 6-0

Mayor -

Approval FY 2004 General Fund Budget

Highlights - 14% employee HMO contribution

Highway user fees have been reduced to \$199,563

\$80,000 in pavement costs

Dave - Overview. New Utility Billing/Account Software purchase budgeted. 3 Year lease.

Stull - Request overview of new software

Dave - Numerous vendors considered, Main Street emerging as favourite. Current system inadequate. Three year purchase being considered booked to all departments.

Bell - Inquires about \$500 cost in recreation.

Harrington - Motion to adopt budget  
2<sup>nd</sup> Stull

Smith - Budget on a plan, proper approval is required.

Dave - Current procurement policy will be followed., Council approval is required over \$5,000

Vote 6 - 0

Investment policy -

Dave - Only one change for 3<sup>rd</sup> party overview of investments.

Dee - The auditor and state regulators have acknowledged that outside 3<sup>rd</sup> party is not necessary for investment. A 3<sup>rd</sup> party would also be costly. Policy is kept on file

Motion to approve Stull  
2<sup>nd</sup> Greenfield  
Approved Vote 6-0

Campground Caretaker/Vote

Stull -Review board recommend selection of Mike Hischak for position  
Brunswick resident and retired with 20 years from FBI.

Motion to hire

2<sup>nd</sup> Smith

Vote 6-0

EDC Movies in the Park Discussion

Dr. Algaier - EDC promoting showing outdoor movies in park. Variety of movies appealing to all ages. They would begin about 9:00 p.m. Hoping that construction will not interfere. Also having band and popcorn. Only cost to City will be electric. June 21<sup>st</sup> trial run.

Smith - Excellent idea. May be good for cooperation with recreation committee.

Bell - Motion to Allow EDC to begin

2<sup>nd</sup> - Castle

Vote 6 - 0

Charitable Contribution Request/Jefferson Valley Baseball Association

Penny Bland, East C St. -  
Castle - Motion to give \$100  
2<sup>nd</sup> Greenfield

Smith - Did we turn down Little League in Brunswick? Should we give to a league in Jefferson?

Castle - Jefferson Association serves Brunswick residents.

Approved Vote 6 - 0

Geri - Charitable Contribution Request/Brunswick Elementary  
Requested tent and 5<sup>th</sup> grade party at last meeting.  
This request is use of pool and 50% reduction in fee. The price quoted is already 50% reduced.

Mayor - How many life guards?

Geri - Four, no cashiers.

Mayor - Quoted cost?

Geri - \$.65 per student

Bell - Cost of guards.

Geri - About \$8.00 per hour depending who is on duty

Harrington - Motion to leave in place quoted price of 50 % off or \$.65 per person per hour  
2<sup>nd</sup> - Smith  
Vote 6 - 0

Chief - Handicapped Parking Request/418 W. Potomac Street  
Motion to approve Stull  
2<sup>nd</sup> Smith  
Vote 6 - 0

Chief - Alarm X is targeting Brunswick for new alarms. Company is legitimate but make good decision checking several companies. From Utah and monitoring if in Texas. Recommend not doing business as repeated requests for more information have not been satisfied.

Adjournment

Approved By: \_\_\_\_\_  
Mayor Date

Witness: \_\_\_\_\_  
City Administrator Date