

City Council Minutes

October 9, 2018

Regular Meeting
City Hall Council Chambers

Tuesday, October 9, 2018
6:00 p.m.

The regular meeting was called to order by Chairman Jerry Goss. The City Clerk called the roll:

Councilor Vachon-present
Councilor O’Connell-present
Councilor Ferris-present

Councilor Uhlenhake-present
Chairman Goss-present

Chairman Goss declared a quorum present. City Manager Stephen Bost and City Solicitor Jonathan Pottle were also present.

Chairman Goss led members of the Council and others present in reciting the pledge of allegiance to the flag of the United States of America.

Chairman Goss read the notice for the regular meeting.

TO: Joseph Ferris, Jerry Goss, Kevin O’Connell, Matthew Vachon and Beverly Uhlenhake MEMBERS OF THE BREWER CITY COUNCIL you are hereby notified a regular meeting of the City Council will be held on Tuesday, October 9, 2018 at 6:00 p.m. in the Council Chambers at Brewer City Hall to consider and act on the items on the attached agenda.

s/Jerry Goss
Mayor and Chairman of the City Council
Or _____
Majority of the City Council

a true copy, attest: s/Ronda J. Hogan
City Clerk

I have on the date(s) and time(s) indicated given notice of this meeting by giving in hand of by leaving at the usual dwelling place of the within named an attested copy of this notice of meeting:

| Given/Delivered to: | by (person delivering) | Title | Date | Time |
|---------------------|------------------------|---------|---------|--------|
| Joseph Ferris | Gunn | Officer | 10/5/18 | 19:30 |
| Matthew Vachon | R. Hogan | C.C. | 10/5/18 | 4:15pm |
| Beverly Uhlenhake | Gunn | Officer | 10/5/18 | 19:40 |
| Jerry Goss | Martin | Officer | 10/5/18 | 15:14 |
| Kevin O’Connell | R. Hogan | C.C. | 10/5/18 | 4:15pm |

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CITY COUNCIL REGULAR MEETING
Tuesday, October 9, 2018 6:00 P.M.
Brewer City Hall Council Chambers

- I. Call to Order.** (Mayor Goss)
- II. Roll Call.** (City Clerk)
- III. Pledge of Allegiance to the Flag of the United States of America.** (Mayor Goss)
- A. Minutes of September 11, 2018 Regular Council Meeting.** (Councilor Uhlenhake)
- B. Awards, Petitions and Public Comments.**
 - 1. (2018-B031) Recognize Beiqing “Shelley” Arnold for 20 years of dedicated service with the Brewer Public Library (Councilor O’Connell)
 - 2. Proclamation: Dysautonomia Awareness Month in the City of Brewer (Councilor Goss)
- C. Consent Calendar.**
 - 1. (2018-A160) ORDER Authorize contract amendment with Olver Associates for design, construction administration, and inspection services for Wastewater Facility improvements being funded by the \$1,900,000 USDA Rural Development Loan/Grant (Councilor Ferris)
 - 2. (2018-A161) ORDER Authorize purchase slipform curb for Washington St. (Councilor Vachon)
 - 3. (2018-A162) ORDER Authorize the purchase of parts for the septage receiving plant at the Brewer Water Pollution Control Facility (Councilor O’Connell)
 - 4. (2018-A163) ORDER Authorize acceptance of Safety Grant Funds (Councilor Uhlenhake)
 - 5. (2018-A164) ORDER Accept easement from Getchell Brothers for a service vehicle turnaround on Phase 2 of the Riverwalk Trail (Councilor Ferris)
 - 6. (2018-A165) ORDER Accept donations to the Brewer Parks and Recreation Department for Brewer Days (Councilor Vachon)
 - 7. (2018-A166) ORDER Accept donations to the Brewer Parks and Recreation Department for the fall soccer program (Councilor O’Connell)
- D. Monthly Reports.** (Councilor O’Connell)
- E. Nominations, Appointments, Elections.**
- F. Unfinished Business.**
- G. New Business**
 - 1. (2018-C008) Amend the General Assistance Ordinance to incorporate changes in maximum benefits (Councilor Ferris)
- H. New Items with Leave of Council.**
- I. ADJOURN.**

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A. Minutes of September 11, 2018 Regular Council Meeting

ACTION: Councilor Uhlenhake moved that the minutes be accepted and placed on file. The motion was seconded and passed by unanimous vote.

B. Awards, Petitions and Public Comments

2018-B031

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TITLE: RESOLVE, RECOGNIZE BEIQING “SHELLEY” ARNOLD, BREWER PUBLIC LIBRARY, FOR 20 YEARS OF DEDICATED SERVICE.

Filed October 3, 2018
By Kevin O’Connell

WHEREAS, on September 14th, 2018, Beiqing “Shelley” Arnold, Children’s and Programming Librarian, completed twenty (20) years of dedicated service as an employee of the City of Brewer; and

WHEREAS, Shelley began her career with the Brewer Public Library as a volunteer in November 1997, assisting Library staff with a variety of administrative functions, eventually serving as Library Assistant and ultimately as the Children’s and Programing Librarian; and

WHEREAS, Shelley currently facilitates many Library programs for all ages, including weekly preschool Story Times, seasonal middle-grade Science/Technology/Engineering/Math programs, monthly adult Book Club meetings, quarterly family arts and crafts programs and many other special activities, as well as assisting patrons of all ages with readers advisory, reference and research questions, circulation, and passport services; and

WHEREAS, Shelley is the Library’s longest-serving current employee, and uses her historical knowledge, Library experience, programming ingenuity, and love for the City of Brewer to assist in maintaining the Library as a place that citizens of all ages can enjoy and take pride in.

NOW, THEREFORE, BE IT RESOLVED, that the Brewer City Council, on behalf of the citizens of the City of Brewer, hereby expresses its deep appreciation to Beiqing “Shelley” Arnold for serving the community in a caring and professional manner for the past 20 years.

ACTION: Councilor O’Connell moved that the resolve be adopted. The motion was seconded.

Councilor O’Connell read the resolve into the record and presented the resolution to Shelley Arnold stating that 20 years in the number of days is a lot of time that she has dedicated to the citizens of Brewer and for that everyone, especially the Council is extremely thankful and grateful.

Katie Conner, Brewer Library Director, addressed the Council highlighting Shelley’s dedication and work ethic to the City of Brewer. Katie stated that no matter who walks through the door at the library Shelley will treat them all with the same amount of respect

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and kindness, always keeping in mind that she represents not only the face of the library but the City as a whole. Katie stated that she feels very fortunate to have Shelley working at the Library and thanked the Council for recognizing Shelley.

Shelley addressed the Council and stated that she is very grateful and thanks everyone for their support and recognition and for helping her grow and learn along the way, she really appreciates it. Tonight will be a very nice memory for her.

Chairman Goss stated that the nice memories are the Councils, he relayed that every time he enters the library Shelley greets him with a warm smile and heart no matter what, every time. He thanks her for always being so welcoming to not only him but everyone.

The resolve was adopted by unanimous vote.

PROCLAMATION Dysautonomia Awareness Month

WHEREAS, dysautonomia is a group of medical conditions that result in a malfunction of the autonomic nervous system, which is responsible for “automatic” bodily functions such as respiration, heart rate, blood pressure, digestion, temperature control and more; and

WHEREAS, dysautonomia impacts over 70 million people around the world, and includes conditions such as Diabetic Autonomic Neuropathy, Vasovagal Syncope, Pure Autonomic Failure, and Postural Orthostatic Tachycardia Syndrome; and

WHEREAS, dysautonomia impacts people of any age, gender, race or background, including many individuals living in Brewer; and

WHEREAS, dysautonomia can be very disabling and this disability can result in social isolation, stress on the families of those impacted and financial hardship; and

WHEREAS, some forms of dysautonomia can result in death, causing tremendous pain and suffering for those impacted and their loved ones; and

WHEREAS, increased awareness about dysautonomia will help patients get diagnosed and treated earlier, save lives, and foster support for individuals and families coping with dysautonomia in our community; and

WHEREAS, Dysautonomia International, a 501(c)(3) non-profit organization that advocates on behalf of patients living with dysautonomia, encourages communities to celebrate Dysautonomia Awareness Month each October and around the world; and

WHEREAS, we seek to recognize the contributions of medical professionals, patients and family

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members who are working to educate our citizenry about dysautonomia in Brewer.

NOW, THEREFORE, I, JERRY W. GOSS, Mayor of the City of Brewer, do hereby proclaim the month of October two thousand eighteen as

DYSAUTONOMIA AWARENESS MONTH

IN WHITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Brewer to be imprinted this ninth day of October Two Thousand and Eighteen.

Signed this ninth day of October 2018

Jerry W. Goss, Mayor

ACTION: Chairman Goss asked Samantha Pangburn to approach the Council and read the proclamation with her and said it would be placed in the minutes of the meeting. Chairman Goss also issued a challenge coin to Samantha challenging her to continue to raise awareness. Samantha thanked the Council.

There were no public comments.

C. Consent Calendar

ACTION: Councilor Vachon moved that the orders on the consent calendar have passage. The motion was seconded and passed by unanimous vote.

2018-A160

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TITLE: ORDER, AUTHORIZE CONTRACT AMENDMENT WITH OLVER ASSOCIATES FOR DESIGN, CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR WASTEWATER FACILITY IMPROVEMENTS BEING FUNDED BY THE \$1,900,000 USDA RURAL DEVELOPMENT LOAN/GRANT

Filed October 3, 2018

By Joseph L. Ferris

WHEREAS, in February 2016, the City Council authorized a \$175,000 contract with Olver Associates of Winterport, Maine for design, construction administration, and inspection services associates with sewer system and wastewater facility improvements funded with the \$1.9 million combined USDA Rural Development loan and grant; and

WHEREAS, the projects contemplated in that contract are largely complete and construction costs have come in under budget; and

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WHEREAS, USDA Rural Development has approved the use of the remaining loan and grant funds to complete two additional pump system upgrade projects; and

WHEREAS, the City has received a proposal from Olver Associates to amend its contract fee by \$140,159 to provide design, construction administration, and inspection services for these additional projects, funding for which would come from unspent USDA loan/grant funds.

NOW, THEREFORE, BE IT ORDERED, that the City Council hereby authorizes the City Manager, or his designee, to sign an amendment to the original engineering agreement with Olver Associates that modifies its scope to provide engineering services for two additional projects and to increase its total fee by \$140,159 to \$314,659; and

BE IT FURTHER ORDERED, that the Brewer City Council hereby exercises its authority under Chapter 36, Section 404 of the City's Purchasing Ordinance for the purchase of these additional contractor services.

Statement of Fact

The sewer projects originally planned and financed with the \$1.9 million in USDA Rural Development loan and grant are largely complete and have come in under budget. USDA has approved use of the remaining funds on two additional pump system upgrade projects. Olver Associates, who received the engineering contract for the original projects, has submitted a proposal to amend its existing contract to provide engineering on the two new projects. This order authorizes the City to sign the \$140,159 amendment, which would be funded with remaining loan/grant funds.

2018-A161

October 9, 2018

TITLE: ORDER, AUTHORIZE PURCHASE OF SLIPFORM CURB FOR WASHINGTON STREET

Filed October 1, 2018
By Matthew Vachon

WHEREAS, the City wishes to place slipform curb along a portion of Washington Street between State Street and Parkway North in conjunction with the resurfacing to enhance the overall appearance of the street; and

WHEREAS, quotes have been solicited by the only two contractors, Dirigo Slipform and Curb Solutions, in the region that do this type of work; and

WHEREAS, there is less than a 2% difference between unit prices provided by the two contractors.

NOW, THEREFORE, BE IT ORDERED, that the City Manager or his designee is authorized to select either contractor on the basis of availability to perform the required work in a timely manner; and

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BE IT FURTHER ORDERED, that the City Manager or his designee is authorized to sign a purchase order to either Dirigo Slipform or Curb Solutions in an amount not to exceed \$35,000 for the materials and labor require for the placement of slipform concrete curb along Washington Street; and

BE IT FURTHER ORDERED, that funds for this purchase shall be charged to the FY19 CIP paving account #0510113-551311; and

BE IT FURTHER ORDERED, that the City Council of the City of Brewer hereby exercises its authority under Section 404 of the City’s Purchasing Ordinance, Chapter 36 of the Charter Codes and Ordinances of the City of Brewer in the purchase of contractor services for the project.

Statement of Fact

This order covers the cost to run slipform curb along most of Washington Street from Holyoke to Parkway North and allows the flexibility to pull in whichever contractor is available. Given the time of year we have a small window to get this work done. Due to the fact there are only two contractors in the region qualified to do this work, a formal bid was not conducted.

2018-A162

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TITLE: ORDER, AUTHORIZE THE PURCHASE OF PARTS FOR THE SEPTAGE RECEIVING PLANT AT THE BREWER WATER POLLUTION CONTROL FACILITY

Filed October 2, 2018
By Kevin O’Connell

WHEREAS, the screw assembly and rake arm assembly on the septage receiving plant has failed due to metal fatigue, and

WHEREAS, the septage receiving plant is critical to the overall successful operation of the Water Pollution Control Facility, and

WHEREAS, Lakeside Equipment Corporation is the only vendor to purchase the parts needed to repair the septage receiving plant, therefore this is a sole source purchase.

NOW, THEREFORE, BE IT ORDERED, that the cost of this purchase shall be charged to account number 0817702-503200, Reserve Machinery and Equipment; and

BE IT FURTHER ORDERED, that the City Council of the City of Brewer hereby exercises its authority under Section 404 of the City’s Purchasing Ordinance, Chapter 36 of the Charter, Codes and Ordinances of the City of Brewer in the purchase of these septage receiving plant replacement parts.

Statement of Fact

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The Brewer Water Pollution Control Facility accepts and treats between 4 to 5 million gallons of septic wastewater per year. The Septage Receiving Plant is a very important process because it removes debris from the septic wastewater being delivered prior to entering the facility for treatment.

2018-A163

October 9, 2018

TITLE: ORDER, AUTHORIZE ACCEPTANCE OF SAFETY GRANT FUNDS

Filed October 3, 2018

By Beverly Uhlenhake

WHEREAS, the Brewer Water Department applied for and has been awarded a 2018 safety grant to help with the purchase of handheld radios for traffic control; and

WHEREAS, the purchase of these radios improves safety by improving communication and traffic control for staff and citizens navigating the Water Department's work sights.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council authorizes the acceptance of this MMA Safety Grant of \$910.67 to assist in the purchase of two handheld radios and chargers; and

BE IT FURTHER ORDERED, that any funds received from the above referenced grant be receipted to the Water Department CIP Grant Revenue account (0570005-360000) and appropriated for expenditure from the FY 19 Water Department expense account (0718502- 503000) MINOR EQUIPMENT.

Statement of Fact

This order accepts \$910.67 in MMA safety grant funds to offset the purchase of one set of portable handheld radios. This grant covered approximately 2/3 of the purchase price.

2018-A164

October 9, 2018

TITLE: ORDER, ACCEPT EASEMENT FROM GETCHELL BROTHERS FOR A SERVICE VEHICLE TURNAROUND ON PHASE 2 OF THE RIVERWALK TRAIL

Filed September 26, 2018

By Joseph L. Ferris

WHEREAS, an additional easement area is required adjacent to Phase 2 of the Riverwalk Trail for the purpose of constructing a turnaround for service vehicles; and

WHEREAS, Getchell Brothers has agreed to grant the City a Permanent Easement for this purpose.

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NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council hereby accepts a Permanent Easement adjacent to the Phase 2 Riverwalk Trail as detailed on the attached sketch for the purpose of constructing a service vehicle turnaround; and

BE IT FURTHER ORDERED, that the City Clerk shall record the herein described Permanent Easement and sketch at the Penobscot County Registry of Deeds.

Statement of Fact

This order accepts a Permanent Easement from Getchell Brothers for the construction of a service vehicle turnaround on Phase 2 of the Riverwalk Trail.

2018-A165

October 9, 2018

TITLE: ORDER, ACCEPT DONATIONS TO THE BREWER PARKS
AND RECREATION DEPARTMENT FOR BREWER DAYS

Filed September 11, 2018
By Matthew Vachon

WHEREAS, the Brewer Parks & Recreation Department has received donations of \$500.00 from BEGA Inc. McDonald's and \$1,500.00 from Brewer Federal Credit Union; and

WHEREAS, it is the recommendation and request of the Parks & Recreation Director and the donors that these donations be appropriated and expended to supplement the Brewer Days.

NOW, THEREFORE, BE IT ORDERED, that the City of Brewer, by vote of its City Council hereby accepts this donation and directs that the donation be receipted to account 0200000-320000-71002; and

BE IT FURTHER ORDERED, that the City Council hereby authorizes the appropriation and expenditure of this money from account 0200000-520000-71002 (Brewer Days Expense).

Statement of Fact

This order accepts contributions to the City of Brewer Parks & Recreation Department and authorizes the expenditure of this contribution to support the Brewer Days event.

2018-A166

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TITLE: ORDER, ACCEPT DONATION TO THE BREWER PARKS
AND RECREATION DEPARTMENT FOR THE FALL
SOCCER PROGRAM

Filed September 11, 2018
By Kevin O'Connell

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WHEREAS, the Brewer Parks & Recreation Department has received a donation of \$100.00 from Bangor Tire Company, Inc. for support of the Fall Soccer Program; and

WHEREAS, it is the recommendation of the Parks & Recreation Director and the donors that this donation be appropriated and expended to supplement the Fall Soccer Program.

NOW, THEREFORE, BE IT ORDERED, that the City of Brewer by vote of its City Council hereby accepts this donation and directs that the donation be receipted to account 0107123-300328; and

BE IT FURTHER ORDERED, that the City Council hereby authorizes the appropriation and expenditure of this money from account 0117121-506130 (Fall/Program League).

Statement of Fact

This order accepts a contribution to the City of Brewer Parks & Recreation Department and authorizes the expenditure of this contribution to support the Fall Soccer Program.

D. Monthly Reports

ACTION: Councilor O'Connell moved that the monthly reports from the City Departments be accepted and placed on file. The motion was seconded and passed by unanimous vote.

E. Nominations, Appointments, Elections

There were no nominations, appointments or elections.

F. Unfinished Business

There was no unfinished business.

G. New Business

ACTION: Councilor Ferris moved that the amendment be certified and filed with the City Clerk for posting. The motion was seconded and passed by unanimous vote.

2018-C008

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TITLE: AMEND THE GENERAL ASSISTANCE ORDINANCE TO INCORPORATE CHANGES IN MAXIMUM BENEFITS.

Filed October 2, 2018
By Joseph L. Ferris

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BE IT ORDERED, that Chapter 11GA of the Charter, Codes and Ordinances of the City of Brewer entitled “General Assistance” be amended as follows:

A. Amend Chapter 11GA, Appendix A entitled ‘Overall Maximums’ to read, in part, as follows:

| APPENDIX A | Basic Necessities: Maximum Levels of Assistance | |
|-------------------------|-------------------------------------------------|-------------|
| No. in Household | Monthly | (Change to) |
| 1 | \$714 | \$733 |
| 2 | \$788 | \$814 |
| 3 | \$994 | \$1,032 |
| 4 | \$1,242 | \$1,294 |
| 5 | \$1,506 | \$1,748 |
| 6 | \$1,581 | \$1,823 |
| *Each additional person | \$75 | \$75 |

B. Amend Chapter 11GA, Appendix B entitled ‘Food Maximums’ to read, in part, as follows:

Current:

| APPENDIX B | Food Maximums: | Maximum Levels of Assistance |
|-------------------------|----------------|------------------------------|
| No. In Household | Weekly | Monthly |
| 1 | 44.65 | 192 |
| 2 | 81.86 | 352 |
| 3 | 117.21 | 504 |
| 4 | 148.84 | 640 |
| 5 | 176.74 | 760 |
| 6 | 212.33 | 913 |
| 7 | 234.65 | 1,009 |
| 8 | 268.14 | 1,153 |
| *Each additional person | \$144 monthly | |

Change to:

| APPENDIX B | Food Maximums: | Maximum Levels of Assistance |
|-------------------------|----------------|------------------------------|
| No. In Household | Weekly | Monthly |
| 1 | 44.65 | 192 |
| 2 | 82.09 | 353 |
| 3 | 117.44 | 505 |
| 4 | 149.30 | 642 |
| 5 | 177.21 | 762 |
| 6 | 212.56 | 914 |
| 7 | 235.12 | 1,011 |
| 8 | 268.60 | 1,155 |
| *Each additional person | \$144 monthly | |

C. Amend Chapter 11GA, Appendix C entitled ‘Housing Maximums’ to read, in part, as follows:

Current:

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| Bedroom # | UNHEATED | | HEATED | |
|--------------|----------|---------|--------|---------|
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 129 | 556 | 152 | 654 |
| 1 | 140 | 600 | 168 | 721 |
| 2 | 184 | 790 | 213 | 917 |
| 3 | 225 | 969 | 268 | 1,152 |
| 4 | 275 | 1,180 | 326 | 1,403 |

Change to:

| Bedroom # | UNHEATED | | HEATED | |
|--------------|----------|---------|--------|---------|
| | Weekly | Monthly | Weekly | Monthly |
| 0 | 132 | 567 | 155 | 668 |
| 1 | 144 | 618 | 173 | 742 |
| 2 | 185 | 793 | 220 | 947 |
| 3 | 234 | 1,008 | 278 | 1,195 |
| 4 | 328 | 1,409 | 380 | 1,636 |

H. New Items with Leave of Council

There were no new items.

I. Adjourn.

Chairman Goss said he would accept a motion for adjournment.

ACTION: Councilor Uhlenhake moved that the meeting be adjourned. The motion was seconded and passed by unanimous vote. The meeting adjourned at 6:14 p.m.

ADJOURNED, ATTEST: _____ Ronda J. Hogan
City Clerk

A TRUE COPY, ATTEST: _____ Brewer, Maine