

City Council Minutes

January 22, 2019

Regular Meeting
City Hall Council Chambers

Tuesday, January 22, 2019
6:00 p.m.

The regular meeting was called to order by Chairman Beverly Uhlenhake. The Deputy City Clerk called the roll:

Councilor Morelli-present
Councilor O’Connell-present
Councilor Ferris-present

Councilor Goss-present
Chairman Uhlenhake-present

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

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

Chairman Uhlenhake read the notice for the regular meeting.

TO: Joseph Ferris, Jerry Goss, Kevin O’Connell, Thomas Morelli 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, January 22, 2019 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/Beverly Uhlenhake
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 | Gordon | Officer | 01/18/19 | |
| Thomas Morelli | Caron | Officer | 01/18/19 | 15:30 |
| Beverly Uhlenhake | Gordon | Officer | 01/18/19 | |
| Jerry Goss | Caron | Officer | 01/18/19 | 15:20 |
| Kevin O’Connell | A. Treadwell | Adm. Asst. | 01/18/19 | 4:00 |

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CITY COUNCIL REGULAR MEETING
Tuesday, January 22, 2019 6:00 P.M.
Brewer City Hall Council Chambers

- I. Call to Order.** (Mayor Uhlenhake)
- II. Roll Call.** (City Clerk)
- III. Pledge of Allegiance to the Flag of the United States of America.** (Mayor Uhlenhake)
- A. Minutes of December 11, 2018 Regular Council Meeting.** (Councilor Goss)
- B. Awards, Petitions and Public Comments.**
 - 1. Swearing in Ceremony: Brewer Police Officer Chad Chubbuck & Jason Linkletter
- C. Consent Calendar.**
 - 1. (2019-A001) ORDER Authorize a utility easement to Emera Maine (Councilor Morelli)
 - 2. (2019-A002) ORDER Authorize appropriation of scrap metal proceeds (Councilor O'Connell)
 - 3. (2019-A003) ORDER Accept donations to Brewer Programs from Dusty & Ellen Fisher (Councilor Goss)
 - 4. (2019-A004) ORDER Accept Wellness Funds from Maine Municipal Employees Health Trust (Councilor Ferris)
 - 5. (2019-A005) ORDER Reallocate debt service budget to support FY19 capital projects in accordance with approved FY19 CIP (Councilor Morelli)
 - 6. (2019-A006) ORDER Authorize expenditure of rebate from Aubuchon (Councilor O'Connell)
 - 7. (2019-A007) ORDER Authorize use of TIF funds for Brewer Economic Development Façade Improvement Grant Program (Councilor Goss)
- D. Monthly Reports.** (Councilor O'Connell)
- E. Nominations, Appointments, Elections.**
- F. Unfinished Business.**
- G. New Business**
- H. New Items with Leave of Council.**
- I. ADJOURN.**

- A. Minutes of December 11, 2018 Regular Council Meeting.**

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

- B. Awards, Petitions and Public Comments**

Swearing in Ceremony: Brewer Police Patrol Officers Chad Chubbuck and Jason Linkletter.

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The Deputy City Clerk swore in Patrol Officers Chad Chubbuck and Jason Linkletter as a new members of the Brewer Police Department. Public Safety Director Jason Moffitt gave a little background information on the two new officers' and welcomed them to Brewer.

C. Consent Calendar

ACTION: Councilor O'Connell removed order 2019-A003.
Councilor O'Connell moved that the remaining orders on the consent calendar have passage.
The motion was seconded and passed by unanimous vote.

2019-A001

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TITLE: ORDER AUTHORIZE A UTILITY EASEMENT TO EMERA MAINE

Filed December 13, 2018
By Thomas Morelli

WHEREAS, the City of Brewer authorized a utility easement to Bangor Hydro-Electric Company on July 12, 1996 (PCROD Book 6192, Page 84) allowing the installation of a new power line across the city-owned lot located between Acme Road and the High School lot for the purpose of providing power to the Penobscot Ice Arena building; and

WHEREAS, Emera Maine has requested a modification to this existing Easement to more accurately define the actual location of the power line which was installed in 1996 and to allow the addition of one new intermediate pole and a new overhead service line to the Ice Arena building; and

WHEREAS, the City Engineer has reviewed a draft Easement provided by Emera Maine and recommends approval thereof.

NOW, THEREFORE, BE IT ORDERED that the City Manager, or his designee, is authorized to execute a new permanent Utility Easement to the benefit of Emera Maine for power and communication lines and accessories across the city-owned parcel identified as Tax Map 13, Lot 44 (also shown as lot 2 on the 1996 Acme Plus Subdivision plans, PCROD Plan File 1996-54).

STATEMENT OF FACT

This order approves a Utility Easement to Emera Maine to upgrade the existing power service lines and poles to the Penobscot Ice Arena on Acme Road. The existing line will remain in its current location with the addition of one new pole to be located between the existing 2 poles. A new overhead service line to the Arena will also be installed. See attached sketch and draft Easement.

2019-A002

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TITLE: ORDER, AUTHORIZE APPROPRIATION OF SCRAP METAL

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PROCEEDS

Filed December 27, 2018

By Kevin J.M. O'Connell

WHEREAS, the Public Works Department received a check for \$133.40 from Spaulding and Sons and \$132.25 from Corey Recycling, which represents the proceeds from the scrap metal salvaged by the crew from the dwellings the Public Works crew demolished over the past year; and

WHEREAS, when appropriate, the Public Works Director would like to use this unanticipated revenue to purchase food for lunches in appreciation of the efforts of the Public Works employees.

NOW THEREFORE BE IT ORDERED, that the Brewer City Council herewith accepts the proceeds of the scrap metal sale, authorizes their receipt to 0106604-300490 (Public Works Misc. Revenue) and their expenditure from 0116661-502900 (Public Works Misc. Supplies and Expenses) to recognize the Public Works employees for their outstanding efforts.

STATEMENT OF FACT

This order accepts a total of \$265.65 from the sale of scrap metal from various demolition projects this past year and authorizes its expenditure on lunches for the Public Works crew to show appreciation for their efforts.

2019-A003

January 22, 2019

TITLE: ORDER, ACCEPT DONATIONS TO BREWER PROGRAMS FROM DUSTY AND ELLEN FISHER

Filed December 11, 2018

By Jerry Goss

WHEREAS, the City has received from Dusty and Ellen Fisher donations of \$100 to each of the Parks and Recreation, Fire, and Police Departments to support youth programs.

NOW, THEREFORE, BE IT ORDERED, that the City Council hereby accepts these funds and authorizes their receipt to and appropriation and expenditure from the following accounts in support of youth education and recreation programs:

| | <u>Dept</u> | <u>Receipt To</u> | <u>Expend From</u> |
|-------|-------------|-------------------|--------------------|
| \$100 | Rec | 0107123-300324 | 0117121-506100 |
| \$100 | Police | 0105804-300490 | 0115801-501550 |
| \$100 | Fire | 0105904-300490 | 0115921-502900 |

FURTHER ORDERED, that the Council thanks the Fishers for their generous donations in support of youth programs in Brewer and directs the Clerk to send a letter of appreciation to the Fishers for their contribution to the City.

STATEMENT OF FACT

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This order accepts a total of \$300 in donations from Dusty and Ellen Fisher to support programs at the City’s Recreation, Police and Fire Departments and appropriates these funds for expenditure.

ACTION: Councilor Goss moved that the order have passage. The motion was seconded. Councilor O’Connell wanted to recognize Ellen and Dusty for the donations they give to the City year after year, he stated it is greatly appreciated. The motion was passed by unanimous vote.

2019-A004

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TITLE: ORDER, ACCEPT WELLNESS FUNDS FROM MAINE MUNICIPAL EMPLOYEES HEALTH TRUST

Filed January 15, 2019
By Joseph Ferris

WHEREAS, the City is eligible to receive \$3,360 from the Maine Municipal Employees Health Trust to support wellness initiatives and expenses in CY2019; and

WHEREAS, the City’s Wellness Committee is in the process of planning wellness programs for this coming year.

NOW THEREFORE BE IT ORDERED, that the Brewer City Council hereby accepts the \$3,360 in wellness funds and directs that they be deposited into the City’s CY2019 Wellness Grant Revenue account (0600501-360000-53020).

BE IT FURTHER ORDERED, that the City Council hereby authorizes the appropriation and expenditure of the wellness funds from the CY2019 Wellness Expense account (0600501-560000-53020) to promote the health and wellness of City employees.

STATEMENT OF FACT

This order accepts \$3,360 from the Maine Municipal Employees Health Trust to be used in calendar year 2019 to support City health and wellness initiatives and expenses.

2019-A005

January 22, 2019

TITLE: ORDER, REALLOCATE DEBT SERVICE BUDGET TO SUPPORT FY19 CAPITAL PROJECTS IN ACCORDANCE WITH APPROVED FY19 CIP

Filed January 15, 2019
By Thomas Morelli

WHEREAS, the FY2019 Capital Improvement Program approved by the City Council in June 2018 called for the allocation of \$120,400 from the City general fund to support capital projects; and

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WHEREAS, these funds were included in the FY19 City budget approved by Council in the Debt Service Principal and Interest expense accounts; and

WHEREAS, these budgeted funds represent debt service cost associated with the May 2018 bond issued to support the FY18 CIP but for which full payments will not begin until FY20.

NOW, THEREFORE, BE IT ORDERED, that the Brewer City Council hereby authorizes the reallocation of \$120,400 not needed to support debt service payments in FY19 from account 0118701-509000 (Debt Principal – City GF) to 0119903-509130 (CIP Funding – City GF) and from there to Fund 5000 (City Capital Improvement Program) account 0500100-300893 (Transfers In) to help pay for capital projects approved as part of the City’s FY19 CIP.

STATEMENT OF FACT

This order authorizes the transfer of \$120,400 from the general fund to the capital improvement program fund as planned for the FY2019 CIP approved by Council in June 2018.

2019-A006

January 22, 2019

TITLE: ORDER, AUTHORIZE EXPENDITURE OF REBATE FROM AUBUCHON

Filed January 15, 2019
By Kevin J.M. O’Connell

WHEREAS, as a valued customer of Aubuchon Hardware, the City of Brewer has received a rebate from the company in the form of a store gift card valued at \$128.97.

NOW, THEREFORE, BE IT ORDERED, that the City of Brewer, by vote of its City Council, herewith accepts the \$128.97 rebate gift card from Aubuchon Hardware and authorizes its expenditure by the Brewer Water Department on supplies to support its operations.

STATEMENT OF FACT

This order authorizes the Brewer Water Department to spend the \$128.97 gift card received from Aubuchon Hardware to purchase supplies for the department.

2019-A007

January 22, 2019

TITLE: ORDER, AUTHORIZE USE OF TIF FUNDS FOR BREWER ECONOMIC DEVELOPMENT FAÇADE IMPROVEMENT GRANT PROGRAM

Filed January 15, 2019
By Jerry Goss

WHEREAS, the City of Brewer’s Second Phase of the Riverwalk will be complete this Spring and will bring more business to the Downtown Zoning District; and

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WHEREAS, the City of Brewer wishes to establish a Façade Improvement Grant Program in substantially the form as attached to enhance the appearance of buildings that are predominantly or entirely commercial in Center Street and Penobscot Street portions of the Downtown District, with a goal of advancing the viability of existing businesses located in this district, attracting new businesses to the area, and spurring additional private sector investment in this “priority area”; and

WHEREAS, the Façade Improvement Program would offer grants of up to \$15,000 per eligible applicant and require a minimum of 50% cash match from successful applicants; and

WHEREAS, the City proposes to use up to \$100,000 in TIF money to fund this TIF eligible program, leveraging a minimum of at least \$100,000 in private funds.

NOW, THEREFORE, BE IT ORDERED, that the City Council hereby authorizes the establishment of a City of Brewer Façade Improvement Grant Program in the Downtown District and further authorizes the appropriation and expenditures from CIP account 0510140-551111 of up to \$100,000 of TIF money to fund the grant program.

BE IT FURTHER ORDERED, that the City Council hereby authorizes the Brewer Economic Development Department to work with Businesses in the Downtown District to access grant money for the improvement of the Facades in the Downtown District.

STATEMENT OF FACT

This order creates a Façade Improvement Grant Program that will allow businesses and property owners in certain portions of the Downtown Zoning District to apply for grants of up to \$15,000. Successful applicants will be required to match at least 50% of the grant total with their own funds. This order authorizes the use of up to \$100,000 in TIF money to fund the program.

D. Monthly Reports.

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

E. Nominations, Appointments, Elections.

There was no unfinished business.

F. Unfinished Business.

There was no unfinished business.

G. New Business.

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There was no new business.

H. New Items with Leave of Council.

ACTION: Councilor O'Connell made a motion to accept the resolve on the agenda. The Deputy Clerk called the role for a vote. The vote was unanimous to take up the item with leave of Council. Councilor O'Connell made a motion that the resolve be adopted, the motion was seconded. Chairman Uhlenhake read the resolve into the record. City Manager Bost thanked the Council and stated that he was very appreciative and honored. He expressed that he could not have done any of what he has accomplished in the last 20 years without the great Council's he has served and the City Staff that he has behind him.

Councilor O'Connell stated that Bost leads with common sense and leads with his heart and he is greatly appreciated by the Council and the citizens of Brewer. Councilor Ferris stated that Bost has been a great City Manager and a wonderful neighbor and to just continue doing what he has been doing. Councilor Goss wanted to say thank you for always taking the time to listen, he said whenever he has a question Bost is always there. Councilor Goss stated that on top of all the accomplishments Steve has had a manager, the most impressive is that he has assemble a true team that puts the City of Brewer first. Councilor Morelli stated that having spent most of his life in Brewer and watching the City grow up around him he is very appreciative for Steve's leadership in making the City pro-business but with the proper friendly attitude. Jason Moffitt, Public Safety Director, stated that in his experience with other municipalities he has never experienced the teamwork and honesty that Brewer has because of Steve's leadership. Stewart Brooks, Code Enforcement Officer, thanked Steve for always having his back. He stated that because of Steve's guidance and leadership he has become a better Code Officer. Mary Stuart, Technology Director, thanked Steve for his professionalism, for mentoring his staff and allowing his staff to get education and training in their fields. She also thanked Steve for recognizing and creating a family first atmosphere which is very appreciated. Katie Connor, Library Director, congratulated Steve for his 20 years with the City and thanked him for teaching her the value of trust. She has learned by his example and has seen a difference in her employees when she trusts her employees like Steve does. Dave Cote, Director of Public Works, thanked Steve for teaching him how to administer people and get the best out of the people you have. He also thanked him for his sense of humor during the day to day operations. Frank Higgins, City Engineer, thanked Steve for rescuing the City of Brewer from the political nightmare it was 20 years ago. Higgins thanked Steve for recruiting him back then stating that he has never regretted it. Karen Fussell, Finance Director, stated that she has been with the City for 18 years since Steve hired her. She recalled that during her interview process Steve was concerned because every previous position she had, she had only remained there for 2 or 3 years. Karen credits Steve's leadership style for the reason she has stayed in Brewer

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for 18 years, he creates an atmosphere that allows employees to take initiative and get things done. She really values the team that Steve has assembled stating that it makes her job enjoyable. She appreciates the trust that Steve puts in all of his staff and thanks him for that and making Brewer a wonderful place to work. Rodney Butler, Water Superintendent, stated that he appreciates Steve's sense of humor, his calm attitude even if the phone call is at 3 in the morning telling him that the City will be out of water, the fact that Steve always has his back and the family that he has created within the City of Brewer work environment. He is very appreciative and thankful. Ken Locke, Environmental Services Director, thanked Steve for all of his efforts in reorganizing the City Departments to make them more efficient and for the constant support he gives to Ken and his environmental department. Linda Johns, City Planner, thanked Steve for his constant support of her and her department. She congratulated him on a wonderful 20 years and hopes that he will stay around for another 10 or 20 years. Ken Hanscom, Director of Parks & Recreation, congratulated and thanked Steve for bringing the City of Brewer out of the dark period and into sunny brighter days with his leadership and management style. James Smith, Assistant City Manager, thanked Steve and stated that it has been a privilege and honor to work with him. He stated that he enjoys coming to work and that is due to the culture and environment that Steve has created at City Hall. Chairman Uhlenhake thanked Steve for the team that he has put together for the City and coached the last 20 years. She stated that the comics in the weekly reports are awesome but maybe a little more heat in the Council chambers for the next 20 years?! City Manager Steve Bost thanked Council and Staff again and relayed that he actually grew up in Orono but after taking the job in Brewer decided to move to Brewer and build his home here, a decision he has never regretted. Chairman Uhlenhake thanked Assistant City Manager James Smith for spearheading this resolve and organizing everyone to make sure it happened.

The resolve was adopted by unanimous vote.

2019-B001

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TITLE: RESOLVE, RECOGNIZE STEVE BOST FOR TWENTY YEARS OF DEDICATED SERVICE WITH THE CITY OF BREWER

Filed January 18, 2019
By Beverly Uhlenhake

WHEREAS, on January 11, 1999, Steve Bost was tapped to serve as Brewer City Manager during a period of political and economic challenges for the City of Brewer; and

WHEREAS, with the support of the City Council, Steve began to assemble a superb administrative team and establish new priorities to move the City of Brewer forward; and

WHEREAS, repairing or replacing existing infrastructure led to the creation of the Green Point Facility housing Water, Engineering, Planning, and Public Works departments, a new more accessible Public

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Library, moving Code Enforcement from a second floor rental space to a new handicapped accessible facility, design and construction of a new Public Safety Building, involvement in the planning and creation of the Brewer Community School and Performing Arts Center, as well as the demolition of Capri Street, Pendleton Street, Washington Street, and State Street school buildings; and

WHEREAS, Steve's vision of a parallel corridor to Wilson Street led to the planning and creation of Dirigo Drive and established new economic development opportunities, Phases I & II of the Brewer River Walk project, Wilson Street widening (5th lane) and signaling, construction of the Doherty Recreation Complex, replacing all of the City's street lights with LED fixtures, resulting in substantial savings to the taxpayers, and the successful resolution of a 26 year old Environmental Protection Agency (EPA) consent decree requiring the separation of the sewer and stormwater collection systems; and

WHEREAS, Steve spearheaded the creation of the Cianchette Building which is now home to Northern Light Health administrative offices and Lafayette Cancer Care, luring Walmart and Lowes to Brewer, as well as many other businesses large and small, and moved swiftly to take ownership of and demolish the former Eastern Fine Paper Facility, leading to the creation of the Cianbro Modular Manufacturing Facility; and

WHEREAS, Steve guided the city through the process of acquiring the Brewer Water District and the subsequent creation of the Brewer Water Department, thereby establishing greater efficiencies and cost savings, oversaw the establishment of a unique private/public partnership with Capital Ambulance, improved the apparatus and emergency readiness of the Fire Department, oversaw the installation of the School Resource Officer (SRO) positions in the Brewer School system, and the creation of a Public Safety Director; and

WHEREAS, under Steve's management the City improved it's ISO ranking, maintained strong bond ratings, and seen taxable valuation grow from 379 million in 1999 to 754 million in 2019, and the tax rate reduced from \$24.18 MILs in 1999 to \$22,50 MIL's in 2019, conducted the first city-wide revaluation since 1960, and updated Brewer's comprehensive plan; and

WHEREAS, Steve has worked tirelessly with multiple Councils over his twenty-year tenure in order to build trust and partnerships, allowing for ever greater consensus amongst diverse stakeholders on multiple levels. It is this bedrock of Steve's management that has allowed for the attraction and retention of talented staff, the design and completion of significant projects, always with the future in mind, and political and economic stability throughout the City of Brewer.

NOW, THEREFORE BE IT RESOLVED, that the City Council, on behalf of the Citizens of the City of Brewer, herewith congratulates, commends, and expresses their extreme pride in the dedication and commitment that Steve Bost has provided to the City of Brewer for the past twenty years as it's City Manager.

I. ADJOURN.

Chairman Uhlenhake said she would accept a motion for adjournment.

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ACTION: Councilor Goss moved that the meeting be adjourned. The motion was seconded and passed by unanimous vote. The meeting adjourned at 6:40 p.m.

ADJOURNED, ATTEST: _____ Ronda J. Hogan
City Clerk
A TRUE COPY, ATTEST: _____ Brewer, Maine