

**OFFICIAL MINUTES  
BRUNSWICK CITY COMMISSION  
REGULAR SCHEDULED MEETING  
WEDNESDAY, MARCH 20, 2024  
AT 6:00 P.M.**

**1229 NEWCASTLE STREET, 2<sup>nd</sup> FLOOR**

**&**

**STREAMED LIVE AT THE BELOW WEB ADDRESS:**

<https://www.facebook.com/citybwkga>

**PRESENT:** Honorable Mayor Cosby Johnson, *(arrived at 6:05 p.m.)* Mayor Pro Tem Felicia Harris, *(via zoom)*, Commissioner Kendra Rolle, Commissioner Lance Sabbe and Commissioner Gwen Atkinson-Williams

**CALL TO ORDER:** Commissioner Rolle - *meeting began at 6:02 p.m.*

**INVOCATION:** Reverend Ulysses Mooring, First African Baptist Church

**PLEDGE OF ALLEGIANCE:** Recited in unison by all in attendance.

**ADDENDUM TO AGENDA:**

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Commissioner Sabbe made a motion to add as item number three~a (3a) under item(s) to consider for approval “Consider for Approval: Defined Benefit Pension Plan Sponsor Motion for Affirmation of the Plan Trustee; seconded by Commissioner Atkinson-Williams. Motion passed unanimously.

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Commissioner Atkinson-Williams moved to defer item number five (5) “Consider Approval of Resolution Number 2024-04 ~ In Support of the Introduction of a Local Act to Provide for a Homestead Exemption for Ad Valorem Tax Property Taxes Assessed by the City of Brunswick”; seconded by Mayor Pro Tem Harris. Motion passed by a vote of 4 to 0 with Commissioner Sabbe opposing.

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*Commissioner Rolle relinquished gavel to Mayor Johnson ~ 6:05 p.m.*

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**APPROVAL OF AGENDA**

1. Adoption of March 20, 2024 Regular Meeting Agenda.

Commissioner Sabbe made a motion to approve the above-referenced agenda with the aforementioned addendums, seconded by Commissioner Atkinson-Williams. Motion passed unanimously.

**PUBLIC COMMENT(S)**

I. Dave Bowers, 523 Reynolds Street, addressed commission regarding Hwy. 17 roundabout.

**APPOINTMENT**

1) Urban Redevelopment Authority ~ Two Appointments *(Mayoral Appointments)*

Mayor Johnson reappointed Michael Butcher to the above-referenced authority.

Mayor Johnson stated he would make second appointment at April 3, 2024 commission meeting.

## **DISCUSSION**

2. Establishment/Framework for Park and Recreation Development Board. (R. McDuffie)  
City Manager McDuffie gave a presentation on framework for the establishment of a Park and Recreation Development Board.  
Following questions/comments; commission thanked City Manager McDuffie for the presentation.

## **ITEM(S) TO CONSIDER FOR APPROVAL**

3. Approval of March 6, 2024 Regular Scheduled Meeting Minutes. *(subject to any necessary charges.)*  
*(N. Atkinson)*  
Commissioner Sabbe made a motion to approve the above-referenced minutes; seconded by Commissioner Atkinson-Williams. Motion passed unanimously.
- 3a Consider for Approval: Defined Benefit Pension Plan Sponsor Motion for Affirmation of the Plan Trustee Commissioner.  
Commissioner Atkinson Williams move to accept recommendation of Plan Counsel on behalf of the City as Plan Sponsor to:
  1. Affirm that, (a) per Section 1.1(49) of the City of Brunswick Defined Benefit Pension Plan (the “Plan”), the City Manager, the Finance Director, and the Human Resources Director jointly serve as Plan Trustee and  
(b) any references to them individually as Plan Trustee or Plan Co-Trustee  
(i) are in conjunction with their joint service as Plan Trustee under Plan Section 1.1(49) and (ii) do not override said Plan Section.
  2. Affirm that, for the sole purpose of Plan administration, Jeremiah W. Bergquist, as the current Assistant City Manager who oversees the Human Resources Department, is delegated all authority granted to the Human Resources Director under the current Plan Document, including joint service, in conjunction with the City Manager and Finance Director, as Plan Trustee, provided that, pursuant to the Plan Document, said delegation to the Assistant City Manager shall expire upon the City’s appointment, permanent or interim, of a Human Resources Director.
  3. Affirm that, pursuant to Plan Section 1.1(49) in conjunction with the current vacancy of the Finance Director (permanent or interim), Regina M. McDuffie and Jeremiah W. Bergquist, as the City Manager and the Assistant City Manager, respectively, jointly and currently serve as Plan Trustee; seconded by Commissioner Rolle. Motion passed unanimously.

## **CITY ATTORNEY’S ITEM(S)**

4. Consider Approval of an Intergovernmental Agreement (IGA) Between the City of Brunswick and Brunswick Housing Authority.  
Commissioner Rolle made a motion to approve the above-referenced agreement; seconded by Commissioner Atkinson-Williams. Motion passed unanimously.
5. Consider Approval of Resolution Number 2024-04 ~ In Support of the Introduction of a Local Act to Provide for a Homestead Exemption for Ad Valorem Tax Property Taxes Assessed by the City of Brunswick.

*\*The above-referenced item was deferred. \**

6. Consider Approval an Intergovernmental Agreement (IGA) Between the City of Brunswick, Glynn County and the Georgia Ports Authority to Utilize the Joint Public Safety Communications Department for Public Safety Calls Related to Georgia Ports Authority Properties.  
Commissioner Sabbe made a motion to approve the above-referenced Intergovernmental Agreement; seconded by Commissioner Rolle. Motion passed unanimously.
7. Consider Approval of an Intergovernmental Agreement (IGA) By and Between the City of Brunswick and Glynn County Related to Repairs of Howard Coffin Park Pool Facility.  
Commissioner Rolle made a motion to approve the above-referenced Intergovernmental

Agreement; seconded by Commissioner Sabbe. Motion passed unanimously.

8. Consider Approval of Amendment to the Employment Agreement Between the City of Brunswick and City Manager Regina McDuffie.

Commissioner Sabbe made a motion to approve the above-referenced Amendment to the Employment Agreement; seconded by Mayor Pro Tem Harris. Motion passed unanimously.

**EXECUTIVE SESSION**

There was not an executive session held during this meeting.

Mayor Pro Tem Harris made a motion to adjourn; seconded by Commissioner Rolle. Motion passed unanimously.

**MEETING ADJOURNED** – *meeting adjourned at 7:16 p.m.*

/s/Cosby H. Johnson  
Cosby H. Johnson, Mayor

Attest: /s/ Naomi D. Atkinson  
Naomi D. Atkinson  
City Clerk