

BRYAN BOARD OF PUBLIC AFFAIRS

MARCH 15, 2018

Board of Public Affairs Chairman Richard Long opened the meeting of the Bryan Board of Public Affairs with the following members present: Karen Ford, James Salsbury, Robert Eyre, and Tom Sprow. Also present were: Mayor Carrie Schlade, Operations Manager Dawn Fitzcharles, Human Resource Director Jacqueline Perry, Engineering Supervisor Nathan Gardner, Utility Engineering Assistant I Britton Poynter, and Clerk-Treasurer Laura Rode.

Mr. Sprow moved, Mr. Salsbury seconded, to approve the minutes of the Regular Meeting held March 6, 2018, as written. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Salsbury moved, Ms. Ford seconded, to approve the February 28, 2018, Clerk-Treasurer's report as presented by Clerk-Treasurer Rode. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 9, 2018, titled,

AUTHORIZING THE DIRECTOR OF UTILITIES TO EXECUTE AN AGREEMENT WITH MILLER CONTRACTING GROUP, INC. FOR THE SOUTH WALNUT/EAST SOUTH STREET WATER MAIN REPLACEMENT PROJECT

was presented and read by title only. Engineering Supervisor Gardner reviewed with the Board that six (6) bids were received for the 2018 South Walnut Street/East South Street water main replacement project. The recommendation was to accept the low bid which was from Miller Contracting Group, Inc. for \$454,208 which was approximately \$178,000 under the estimated project cost. Further discussion was held including the intent to inform the customers in the affected areas about the impact of the project.

Water Superintendent Norm Echler entered the meeting at 3:06 p.m.

Mr. Salsbury moved, Mr. Sprow seconded, to pass Resolution No. 9, 2018. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 10, 2018, titled,

ESTABLISHING A SOUTH WALNUT/EAST SOUTH STREET WATER MAIN REPLACEMENT FUND

was presented and read by title only. Chairman of the Board Long requested the Board establish a construction fund for the South Walnut/East South Street Water Main Replacement project as the intent is to fund a portion of the project through a loan with the Ohio Water Development Authority. Further discussion was held.

Mr. Salsbury moved, Mr. Long seconded, to pass Resolution No. 10, 2018. Roll call vote: all ayes; nays, none. Motion carried.

Operations Manager Fitzcharles reviewed with the Board the 2018 South Walnut Street/East South Street water main replacement project which consists of installation of approximately 3,593 feet of eight (8) inch water main, seven (7) fire hydrants, and 75 water service lines. She further detailed for the Board possible financing options recommending the transfer of \$200,208 from the water fund to the new construction fund and then borrowing the anticipated balance of the project through an Ohio Water Development Authority loan. Further discussion was held.

Director of Utilities Kevin Maynard entered the meeting at 3:27 p.m.

Resolution No.11, 2018, titled,

AUTHORIZING THE TRANSFER AND APPROPRIATION TO THE SOUTH WALNUT/EAST SOUTH STREET WATER MAIN REPLACEMENT FUND

was presented and read by title only.

Mr. Salsbury moved, Mr. Eyre seconded, to pass Resolution No. 11, 2018. Roll call vote: all ayes; nays, none. Motion carried.

Engineering Supervisor Gardner requested the Board's permission to hire Stuart Martin as a Probationary Utility Engineering Assistant I at a rate of \$14.25 per hour effective March 26, 2018, pending the successful completion of a background check, physical, and drug screen. He detailed the various requirements and responsibilities of the Engineering staff pertaining to large capital projects. Further discussion was held.

Mr. Sprow moved, Ms. Ford seconded, to hire Stuart Martin as a Probationary Utility Engineering Assistant I at a rate of \$14.25 per hour effective March 26, 2018, pending the successful completion of a background check, physical, and drug screen. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Salsbury moved, Mr. Long seconded, to pay bills. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Director Perry gave a brief statement regarding the number of employees in 1997 as opposed to 2018 noting an increase of four (4) full-time positions over that time period for an increase of approximately 9%. Further discussion was held.

Mr. Salsbury moved, Mr. Eyre seconded, to adjourn the meeting. Roll call vote: all ayes; nays, none. Motion carried.

Chairman of the Board

Clerk-Treasurer