

## **BRYAN BOARD OF PUBLIC AFFAIRS**

**SEPTEMBER 18, 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, Director of Utilities Kevin Maynard, City Attorney Rhonda Fisher, Operations Manager Dawn Fitzcharles, Human Resource Director Jacqueline Perry, Communications Superintendent Joe Ferrell, Water Superintendent Norm Echler, Water Distribution Supervisor John Caperton, Bryan City Council members F. John Betts and Judith Yahraus, and Clerk-Treasurer Laura Rode.

Mr. Salsbury moved, Ms. Ford seconded, to approve the minutes of the Regular Meeting held September 4, 2018, and the Special Meeting held September 6, 2018, as written. Roll call vote: all ayes; nays, none. Motion carried.

Ms. Ford moved, Mr. Long seconded, to approve the August 31, 2018, Clerk-Treasurer's report as presented by Clerk-Treasurer Rode. Roll call vote: all ayes; nays, none. Motion carried.

Mr. John Courtney of Courtney and Associates gave a presentation to the Board regarding a potential water rate adjustment. Different options ranging from a five (5) percent increase to a seven (7) percent increase were provided to the Board to plan for a 20% decrease in water sales since 2014 and a proposed increase in capital outlay. Mr. Courtney reminded the Board that a scheduled rate increase has already been approved for 2019 and 2020; but, it wouldn't be enough to cover projections without a revenue increase, receipt of grants, or issuing debt. Discussion was held by the Board regarding future infrastructure upgrades, the rate options, grants, and possibly reviewing rates annually as well as other issues.

Following the discussion, it was proposed to have Mr. Courtney draft rates for consideration to be brought forward in October.

Local Programming and Production Lead Eric Herman entered the meeting at approximately 5:23 p.m.

Resolution No. 27, 2018, titled,

**MODIFYING THE BRYAN ELECTRIC DEPARTMENT AND WATER DEPARTMENT GENERAL RULES AND REGULATIONS TO INCLUDE UTILITY SERVICE DISCONNECTION AND MEDICAL CERTIFICATION PROVISIONS**

was presented and read by title only. Director of Utilities Maynard requested to not act on the legislation this evening; but, he would like to bring it back at a later meeting. Further discussion was held.

Ms. Ford moved, Mr. Salsbury seconded, to table Resolution 27, 2018, until the October 2, 2018, meeting. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 28, 2018, titled,

**REVISING BRYAN COMMUNICATIONS DEPARTMENT RATE ADDENDUM  
EXHIBIT A CABLE TELEVISION RATE SCHEDULE**

was presented and read by title only. Communications Superintendent Ferrell revisited the programming cost increase for Fox 36, Bounce, and Escape, noting that after much discussion, it may be in the best interest to retain the programming, absorb a portion of the increase, and pass along a portion to subscribers. Discussion was held regarding the \$60,000 increased annual programming costs resulting from the aforementioned channels and the Communications fund balance. If approved, the new cable rates increasing basic and extended basic rates by \$1.75 per month would be in effect for bills rendered on or after October 20, 2018.

Mr. Eyre moved, Mr. Salsbury seconded, to pass Resolution No. 28, 2018. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Maynard reviewed a request from the Bryan Parks and Recreation Department for a donation to purchase street trees. Discussion was held regarding the possibility of increasing the amount of the donation.

Mr. Eyre moved, Ms. Ford seconded, to approve a \$2,000 donation to the Bryan Parks and Recreation Department for street trees. Roll call vote: Eyre, aye; Ford, aye; Long, aye; Sprow, nay; Salsbury, nay. Motion carried.

Communications Superintendent Ferrell requested that IT Technician-Help Desk Support Emily Donato be moved from probationary status to regular employment status effective September 27, 2018.

Mr. Salsbury moved, Mr. Long seconded, to move IT Technician-Help Desk Support Emily Donato from probationary status to regular employment status effective September 27, 2018, taking her from \$22.00 per hour to \$22.66 per hour. Roll call vote: all ayes; nays, none. Motion carried.

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

Board member Sprow clarified his vote with regarding to street trees donation for the Parks and Recreation Department noting that he wasn't against giving the donation. Rather, he wanted to give more for the donation.

Mayor Schlade thanked the Board for the donation for the street trees.

Human Resource Director Perry requested the Board set the meetings for the second and third strategic planning sessions.

Mr. Salsbury move, Mr. Eyre seconded, to set Monday, October 22, 2018, and Monday, December 10, 2018, as Special Meetings for strategic planning to be held at 5:00 p.m. in the Board of Public Affairs board room located at 841 East Edgerton Street, Bryan, Ohio. Roll call vote: all ayes; nays, none. Motion carried.

Local Programming and Production Lead Herman informed the Board that October 7, 2018, through October 13, 2018, is Public Power Week. On October 9, 2018, from 3:00 p.m. to 7:00 p.m. there will be an open house at the power plant and the water treatment plant. He invited all to attend.

Communications Superintendent Ferrell gave a brief update on the progress of the Internet upgrade sharing that the goal was to have the project completed by the end of the year.

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

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Chairman of the Board

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Clerk-Treasurer