

**BRYAN BOARD OF PUBLIC AFFAIRS**

**DECEMBER 5, 2017**

Board of Public Affairs Chairman Richard Long opened the meeting of the Bryan Board of Public Affairs with the following members present: Jim Salsbury, Karen Ford, William Pepple, and Tom Sprow. Also present were: Mayor Douglas Johnson, Director of Utilities Kevin Maynard, City Attorney Rhonda Fisher, Electric Superintendent Al Sullivan, Water Superintendent Norm Echler, Communications Superintendent Joe Ferrell, Engineering Supervisor Nathan Gardner, Administrative Assistant Sylvia Ramos, Fire Chief Bruce Siders, Human Resource Director Jacqueline Perry, and Clerk-Treasurer Laura Rode.

Ms. Ford moved, Mr. Pepple seconded, to approve the minutes of the Regular Meeting held November 21, 2017, as written. Roll call vote: all ayes; nays, none. Motion carried.

Fire Chief Siders gave a brief presentation on the history of the Insurance Services Office (ISO) rating for the City of Bryan. He then continued to inform the Board of an improvement in the City's Insurance Services Office (ISO) rating taking us from a three (3) to a two (2) effective March 1, 2018. The City had been at a three (3) rating since 1988. Chief Siders thanked the Water Department as well as Bryan Municipal Utilities for their efforts in improving the rating.

Resolution No. 37, 2017, titled,

**AUTHORIZING THE DIRECTOR OF UTILITIES TO EXECUTE AN AGREEMENT WITH ALSTOM GRID, LLC FOR THE 2017 SUBSTATION BREAKER IMPROVEMENTS EQUIPMENT**

was presented and read by title only. Director of Utilities Maynard informed the Board that bids were received for the 2017 Substation Breaker Improvements equipment. He requested the bid be awarded to Alstom Grid, LLC for \$383,790. Further discussion was held.

Mr. Pepple moved, Mr. Sprow seconded, to pass Resolution No. 37, 2017. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 38, 2017, titled,

**AUTHORIZING THE DIRECTOR OF UTILITIES TO EXECUTE AN AGREEMENT WITH SCHWEITZER ENGINEERING LABS, INC. FOR THE 2017 SUBSTATION RELAY IMPROVEMENTS EQUIPMENT**

was presented and read by title only. Director of Utilities Maynard informed the Board that bids were received for the 2017 Substation Relay Improvements equipment. He requested the bid be awarded to Schweitzer Engineering Labs, Inc. for \$102,966.70.

Mr. Pepple moved, Ms. Ford seconded, to pass Resolution No. 38, 2017. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 39, 2017, titled,

**AUTHORIZING RENEWAL OF AN AGREEMENT WITH BLACK BOX NETWORK SERVICES FOR INTERNET AND INFORMATION TECHNOLOGIES OPERATION, MAINTENANCE, CONSULTING AND CUSTOMER SUPPORT SERVICES, AND DECLARING AN EMERGENCY**

was presented and read by title only. Director of Utilities Maynard requested the Board approve the renewal of an agreement with Black Box Network Services for Internet and information technologies, operation, maintenance, consulting and customer support services. The contract would be for 2018 with no change in cost from the previous contract. Further discussion was held.

Ms. Ford moved, Mr. Long seconded, to pass Resolution No. 39, 2017. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 40, 2017, titled,

**AUTHORIZING A CONTRIBUTION TOWARD THE HOURLY PAY RATE OF CORT GOSHIA, PARK MAINTENANCE 1, FOR THE SERVICES RENDERED AND REPEALING ANY PORTION OF PRIOR RESOLUTIONS INCONSISTENT THEREWITH**

was presented and read by title only. Director of Utilities Maynard requested the Board contribute an additional \$3 per hour to Park Maintenance 1 worker Cort Goshia for arborist services with the goal being to get back on a four (4) year clearance cycle. It was estimated that these responsibilities will encumber approximately 15% of his time. Further discussion was held.

Mr. Pepple moved, Mr. Sprow seconded, to pass Resolution No. 40, 2017. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Maynard gave a very detailed presentation of the 2018 budget to the Board. Much attention was given to the capital requirements for the Electric, Water, and Communications departments, respectively. Further discussion was held with Director of Utilities Maynard noting that he will bring the 2018 budget back to the Board at the next meeting for approval.

Director of Utilities Maynard requested the Board set a meeting to conduct any pertinent year end business. Further discussion was held.

Mr. Pepple moved, Mr. Long seconded, to set a Special Meeting to be held on December 29, 2017, at 12:00 p.m. to handle any pertinent year end business. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Pepple moved, Ms. Ford seconded, to pay bills. Roll call vote: all ayes; nays, none. Motion carried.

Chairman of the Board Long again expressed his appreciation of the Good Neighbor Fund donations. He also congratulated Power Plant Operator II Brent Hulbert and Lineworker III JJ Rupp on their American Public Power Hard Hat Safety awards.

Mayor Johnson noted that the Bryan City Council Special Meeting is set for December 27, 2017, at 11:00 a.m. to handle any pertinent year end business. The Mayor then advised anyone interested in the Council at Large position to submit a letter of interest by December 26, 2017. In addition, he reviewed the City holiday schedule.

A brief recess was taken.

Mr. Pepple moved, Mr. Sprow seconded to go into Executive Session to discuss compensation of public employees at 6:48 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Asked to attend the Executive Session were: Director of Utilities Maynard and Human Resource Director Perry.

Director of Utilities exited the Executive Session at 7:20 p.m.

Ms. Ford moved, Mr. Pepple seconded, to adjourn the Executive Session at 7:41 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Salsbury moved, Mr. Sprow 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