

BRYAN BOARD OF PUBLIC AFFAIRS

APRIL 3, 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: Director of Utilities Kevin Maynard, Mayor Carrie Schlade, City Attorney Rhonda Fisher, Operations Manager Dawn Fitzcharles, Power Plant Superintendent Matt Killion, Water Superintendent Norm Echler, Communications Superintendent Joe Ferrell, Engineering Supervisor Nathan Gardner, Engineering Assistant I Stuart Martin, Local Programming and Production Lead Eric Herman, Bryan City Council President Judith Yahraus, and Clerk-Treasurer Laura Rode.

Ms. Ford moved, Mr. Salsbury seconded, to approve the minutes of the Regular Meeting held March 15, 2018, as written. Roll call vote: all ayes; nays, none. Motion carried.

Engineering Supervisor Gardner introduced Engineering Assistant I Martin to the Board.

Committee reports were provided detailing various projects underway including, but not limited to: the Sprint circuit upgrade, the Bryan Industrial Park fiber planning, the Winzeler Drive lighting project, improvements to the downtown lighting, installation of the new chlorine injector assembly, the South Walnut/East South Street water main replacement, and the inspection of the gas turbines for gas leaks. Various other happenings were mentioned including reviewing the water quality report, installing the flashboards at the Auglaize facility in mid-March, and the Electric Department's recent mutual aid effort in New York.

Resolution No. 12, 2018, titled,

AUTHORIZING THE DIRECTOR OF UTILITIES TO EXECUTE AN AGREEMENT WITH VALUTECH SOLUTIONS INC. TO PROVIDE ADVANCED METERING INFRASTRUCTURE SYSTEM (AMI) VENDOR SELECTION SERVICES

was presented and read by title only. Director of Utilities Maynard addressed the Board requesting to proceed with an agreement with Valutech Solutions Inc. for the advanced metering infrastructure system vendor selection services for an estimated cost of \$34,770. Further discussion was held with Director of Utilities Maynard noting that this will take the project up to the point of soliciting for proposals and provide the Board with enough information to make the decision as to whether or not to proceed with the advanced metering infrastructure system. Further discussion was held.

Mr. Salsbury moved, Mr. Sprow seconded, to pass Resolution No. 12, 2018. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 13, 2018, titled,

AUTHORIZING THE DIRECTOR OF UTILITIES TO PURCHASE AN F5 BIG-IP SERIES MODEL 15600 BANDWIDTH MANAGER AND ASSOCIATED HARDWARE, SOFTWARE, MAINTENANCE AND SUPPORT THROUGH THE STATE OF OHIO PURCHASING PROGRAM

was presented and read by title only. Communications Superintendent Ferrell addressed the Board requesting to purchase an F5 BIG-IP Series Model 15600 Bandwidth Manager and associated hardware, software, maintenance, and support through the State of Ohio Purchasing Program for \$72,690. The purchase is being made in the effort to upgrade Internet service in 2018. Further discussion was held.

Mr. Sprow moved, Mr. Long seconded, to pass Resolution No. 13, 2018. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Maynard reviewed with the Board the need to create an Assistant Power Production Superintendent position as a part of the Bryan Municipal Utilities succession plan. Further discussion was held.

Resolution No. 14, 2018, titled,

CREATING AN ASSISTANT POWER PRODUCTION SUPERINTENDENT POSITION

was presented and read by title only.

Ms. Ford moved, Mr. Eyre seconded, to pass Resolution No. 14, 2018. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Maynard requested the Board's permission to advertise for an Assistant Power Production Superintendent position. Further discussion was held.

Mr. Salsbury moved, Ms. Ford seconded, to advertise for an Assistant Power Plant Superintendent position. Roll call vote: all ayes; nays, none. Motion carried.

Councilman John F. Betts entered the meeting at 5:26 p.m.

Director of Utilities Maynard requested the Board's permission to advertise for a Communications Videographer. Further discussion was held.

Ms. Ford moved, Mr. Salsbury seconded, to advertise for a Communications Videographer. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Maynard then requested to hire Edna Clark as a temporary, part-time laborer for the video crew effective March 28, 2018. Further discussion was held.

Ms. Ford moved, Mr. Long seconded, to hire Edna Clark as a temporary, part-time laborer for the video crew effective March 28, 2018, at a rate of \$9.00 per hour. Roll call vote: all ayes; nays, none. Motion carried.

Water Superintendent Norm Echler requested to reclassify Water Treatment Plant Operator I Chad Fitzenrider to Probationary Water Treatment Plant Operator II effective April 7, 2018. He added that Mr. Fitzenrider holds a Class II Water Supply Certification and has begun preparing for the Ohio Environmental Protection Agency Class III certification. Further discussion was held.

Mr. Salsbury moved, Ms. Ford seconded, to reclassify Water Treatment Plant Operator I Chad Fitzenrider to Probationary Water Treatment Plant Operator II effective April 7, 2018, taking him from \$21.29 per hour to \$22.18 per hour. Roll call vote: all ayes; nays, none. Motion carried

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

Board members welcomed Engineering Assistant I Martin to Bryan Municipal Utilities. Board member Ford inquired about the recent mutual aid effort made by the Electric Department.

Water Superintendent Echler informed the Board that a public meeting is set for Thursday, April 5, 2018, at 7:00 p.m. at the VFW Hall located at 709 South Walnut Street in Bryan to discuss the upcoming South Walnut/East South Street water main replacement project.

Mr. Salsbury moved, Mr. Long seconded, to have a Special Meeting on Thursday, April 5, 2018, at 7:00 p.m. at the VFW Hall located at 709 South Walnut Street in Bryan to discuss the upcoming South Walnut/East South Street water main replacement project. Roll call vote: all ayes; nays, none. Motion carried.

Operations Manager Fitzcharles notified everyone that the residents in the area affected by the South Walnut/East South Street water main project have been notified of the meeting by methods including using the Alert86 system.

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

Chairman of the Board

Clerk-Treasurer