

BRYAN BOARD OF PUBLIC AFFAIRS

MAY 3, 2016

Bryan Board of Public Affairs Chairman Jim Salsbury presided over the meeting with the following members present: Karen Ford, William Pepple, and Tom Sprow. Richard Long was absent. Also present were: Mayor Doug Johnson, Director of Utilities Brian Carlin, City Attorney Rhonda Fisher, Human Resource Director Jacqueline Perry, Public and Media Relations Manager Lou Pendleton, Electric Superintendent Al Sullivan, Water Superintendent Norm Echler, Communications Superintendent Joe Ferrell, Engineering Supervisor Nathan Gardner, and Clerk-Treasurer Laura Rode.

Ms. Ford moved, Mr. Sprow seconded, to approve the minutes from the April 19, 2016, Regular meeting as written. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

Resolution No. 16, 2016, titled,

A RESOLUTION AUTHORIZING THE BRYAN DIRECTOR OF UTILITIES TO ENTER INTO A CONTRACT WITH SPRINT SOLUTIONS, INC. FOR A 1000MBPS ETHERNET CIRCUIT WITH TRANSPORT ACCESS SERVICE FOR A TOTAL COST OF SIX THOUSAND NINE HUNDRED FORTY TWO DOLLARS AND FIFTY CENTS (\$6,942.50) PER MONTH FOR A THREE (3) YEAR TERM, AND RESCINDING RESOLUTION NO. 35, 2013

was presented and read by title only. Director of Utilities Carlin explained to the Board the need to increase bandwidth for Bryan Municipal Utilities Internet customers. This resolution would upgrade the 155Mbps OC3 dedicated circuit to a 1000Mbps Ethernet circuit including the transport access charges. The total cost of the upgrade will be lower than the existing circuit with improved capacity and speed. Further discussion was held.

Mr. Pepple moved, Ms. Ford seconded, to pass Resolution No. 16, 2016. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

Water Superintendent Echler reminded the public of the value water has in our daily lives noting that May 1 – 7, 2016, is National Drinking Water Week.

Resolution No. 17, 2016, titled,

A RESOLUTION RECOGNIZING NATIONAL DRINKING WATER WEEK, MAY 1 – 7, 2016, AND THE ESSENTIAL ROLE WATER PLAYS IN OUR DAILY LIVES

was presented and read by title only. Following the reading of the resolution, Water Superintendent Echler provided a presentation on where our drinking water originates from as well of the measures taken to ensure its protection. Further discussion was held.

Mr. Sprow moved, Ms. Ford seconded, to pass Resolution No. 17, 2016. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

Resolution No. 18, 2016, titled,

A RESOLUTION AUTHORIZING THE BRYAN DIRECTOR OF UTILITIES TO ACCEPT CHANGE ORDER NO. 1 OF THE “EAST VILLAGE ADDITION UNDERGROUND ELECTRIC REPLACEMENT PROJECT PHASE B” CONTRACT WITH MICHIGAN UNDERGROUND LLC TO ALLOW AN IRREVOCABLE STANDBY LETTER OF CREDIT AS AN ACCEPTABLE FORM FOR THE PERFORMANCE AND PAYMENT BOND REQUIREMENT, AND DECLARING AN EMERGENCY

was presented and read by title only. Engineering Supervisor Gardner reminded the Board that Michigan Underground LLC was the lone bidder on the East Village Addition Underground Electric Replacement Project Phase B. However, he added that a change order is being requested to allow an irrevocable standby letter of credit as an acceptable form for the performance and payment bond requirement. Further discussion was held,

Ms. Ford moved, Mr. Sprow seconded, to pass Resolution No. 18, 2016. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

Director of Utilities Carlin requested the Board promote Probationary IT Technician/Help Desk Support employee Kody McClure as Probationary Network Engineer noting that as Mr. McClure is still on probationary hire status, his original probationary period will end September 2, 2016; however, the six (6) month probationary period for the Network Engineer position will begin on September 2, 2016, and run through March 2, 2017. He continued that Mr. McClure has substantial experience qualifying him for the position. The rate of pay for the new position would be \$59,000 per year with an effective date of May 9, 2016. Further discussion was held.

Mr. Pepple moved, Ms. Ford seconded, to promote Probationary IT Technician/Help Desk Support employee Kody McClure as Probationary Network Engineer effective May 9, 2016, at a rate of \$59,000. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

Director of Utilities Carlin recommended that the Board move Lineworker II Whitney Longcore from probationary status to regular employment status effective May 17, 2016, with no change in pay. He added that Mr. Longcore continues to meet expectations and is an asset to the organization.

Ms. Ford moved, Mr. Sprow seconded, to move Lineworker II Whitney Longcore from probationary status to regular employment status effective May 17, 2016, with no change in pay. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

Director of Utilities Carlin requested the Board set a Special Meeting on May 11, 2016, at 8:00 a.m. to tour the Bryan Municipal Utilities facilities.

Ms. Ford moved, Mr. Pepple seconded, to set a Special Meeting for the Board of Public Affairs on May 11, 2016, at 8:00 a.m. to tour the Bryan Municipal Utilities facilities. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

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

Director of Utilities Carline updated the Board on generation at the solar field and the Auglaize for the month of April. In addition, he thanked the City for the response to a recent accident impacting a power pole and electric line. Mayor Johnson reciprocated by thanking Bryan Municipal Utilities for their annual tree donation as the City received the Tree City Award for the 27th year.

City Clerk-Treasurer Rode updated the Board on the upcoming changes regarding utility bill credit card payments noting that the transaction fee for paying via the website will be \$3.95 with a \$400 per transaction limit. She added that electronic fund transfers for utility bill payments generated by the customer through the website would also carry the \$3.95 transaction fee with \$125,000 per transaction limit.

Mr. Sprow moved, Mr. Pepple seconded, to take a brief recess. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

Ms. Ford moved, Mr. Sprow seconded, to go into Executive Session to discuss pending litigation at 6:06 p.m. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

Asked to attend: Mayor Johnson, Director of Utilities Carlin, City Attorney Fisher, and Clerk-Treasurer Rode.

Mr. Pepple moved, Ms. Ford seconded, to adjourn Executive Session at 6:23 p.m. Roll call vote: all ayes; nays, none. Long absent. Motion carried.

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