

**BRYAN BOARD OF PUBLIC AFFAIRS**

**DECEMBER 30, 2019**

Board of Public Affairs Chairman Jim Salsbury opened the meeting of the Bryan Board of Public Affairs with the following members present: Karen Ford, Richard Long, Derek Allen, and Tom Sprow. Also present were: Mayor Carrie Schlade, Operations Manager Dawn Fitzcharles, Human Resource Director Jacqueline Perry, Engineering Supervisor Nathan Gardner, Videographer Kris Bryce, City Council members Judith Yahraus, Mary Leatherman, and John Betts, Board member-elect Annette Schreiner, and Clerk-Treasurer Laura Rode.

Mr. Long moved, Mr. Sprow seconded, to approve the minutes of the Regular Meeting held on December 17, 2019, as written. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 50, 2019, titled,

**AUTHORIZING THE BRYAN OPERATIONS MANAGER TO REPRESENT THE CITY OF BRYAN, OHIO AS A MEMBER OF THE BOARD OF TRUSTEES OF AMERICAN MUNICIPAL POWER, INC.**

was presented and read by title only. Chairman Salsbury requested the Board authorize the Operations Manager to represent the City of Bryan, Ohio as a member of the Board of Trustee of American Municipal Power, Inc. Further discussion was held.

Mr. Sprow moved, Ms. Ford seconded, to pass Resolution No. 50, 2019. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 51, 2019, titled,

**AUTHORIZING A CONTRIBUTION TOWARD THE CITY ENGINEER'S ANNUAL SALARY AND REPEALING ANY PORTION OF PRIOR RESOLUTIONS INCONSISTENT THEREWITH, AND DECLARING AN EMERGENCY**

was presented and read by title only. Board Chairman Salsbury requested the Board approve a contribution to the salary of City Engineer Brian Wieland. Further discussion was held.

Mr. Long moved, Mr. Allen seconded, to pass Resolution No. 51, 2019. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 52, 2019, titled,

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

was presented and read by title only. Board Chairman Salsbury requested the Board to continue to make a contribution to the hourly pay rate of Park Maintenance 1/City Arborist Goshia's pay in 2020. Further discussion was held.

Ms. Ford moved, Mr. Sprow seconded, to pass Resolution No. 52, 2019. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 53, 2019, titled,

**UPDATING THE BRYAN MUNICIPAL UTILITIES COMPENSATION PLAN FOR NON-BARGAINING UNIT HOURLY AND SALARIED STAFF**

was presented and read by title only. Human Resource Director Perry noted the updates of the Bryan Municipal Utilities Compensation Plan for non-bargaining unit hourly and salaried staff including the 2020 minimum wage increase.

Mr. Long moved, Mr. Allen seconded, to pass Resolution No. 53, 2019. Roll call vote: all ayes; nays, none. Motion carried.

Engineering Supervisor Gardner requested that Engineering Assistant I Stuart Martin be moved to Probationary Engineering Assistant II effective December 30, 2019, taking him from \$15.05 per hour to \$17.50 per hour noting that he is working toward an associate's degree from Northwest State Community College in Project Management. Further discussion was held.

Mr. Salsbury moved, Mr. Long seconded, to move Engineering Assistant I Stuart Martin to Probationary Engineering Assistant II effective December 30, 2019, taking him from \$15.05 per hour to \$17.50 per hour. Roll call vote: all ayes; nays, none. Motion carried.

Engineering Supervisor Gardner requested that Engineering Assistant I Britton Poynter be moved to Probationary Engineering Assistant II effective December 30, 2019, taking him from \$18.48 per hour to \$18.85 per hour noting that he is working toward an associate's degree from Northwest State Community College in Project Management. Further discussion was held.

Mr. Long moved, Mr. Allen seconded, to move Engineering Assistant I Britton Poynter to Probationary Engineering Assistant II effective December 30, 2019, taking him from \$18.48 per hour to \$18.85 per hour. Roll call vote: all ayes; nays, none. Motion carried.

City Clerk-Treasurer Rode requested that Account Clerk I Jessica Davies be moved to Account Clerk II status effective January 1, 2020, taking her from \$13.69 per hour to \$14.70 per hour noting her skills in customer service, billing and payment processing.

Mr. Long moved, Mr. Salsbury seconded, to move Account Clerk I Jessica Davies to Account Clerk II status effective January 1, 2020, taking her from \$13.69 per hour to \$14.70 per hour. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Director Perry requested that Videographer Kris Bryce be given a merit increase based on his performance and positive attitude taking him from \$13.84 per hour to \$16.00 per hour effective December 30, 2019. Further discussion was held.

Mr. Long moved, Ms. Ford seconded, to give Videographer Kris Bryce a merit increase taking him from \$13.84 per hour to \$16.00 per hour effective December 30, 2019. Roll call vote: all ayes; nays, none. Motion carried.

City Clerk-Treasurer Rode requested that Account Clerk II Allison Kuney be given a merit increase in addition to her annual increase taking her from \$16.56 per hour to \$17.65 per hour effective January 1, 2020, noting her skills in customer service as well as income taxes. Further discussion was held.

Mr. Salsbury moved, Mr. Allen seconded, that Account Clerk II Allison Kuney be given a merit increase in addition to her annual increase taking her from \$16.56 per hour to \$17.65 per hour effective January 1, 2020. Roll call vote: all ayes; nays, none. Motion carried.

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

Board member Allen offered best wishes to Board member-elect Schreiner.

Board members and Mayor Schlade thanked Board member Allen for his service to the City. Board Chairman Salsbury also presented Board member Allen with a plaque of appreciation to which a round of applause was given.

Several Board members also wished the public a Happy New Year.

A brief recess was taken.

Mayor Schlade informed the Board that per 2020 Council President Betts, there will be no comments taken from the general audience in attendance at Council meetings following regular agenda items in 2020. The public will still have the opportunity to address Council during the Hearing of Public Concerns portion.

Mr. Long moved, Mr. Allen seconded, to go into Executive Session to discuss the employment and compensation of public employees at 5:35 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Asked to attend the Executive Session were: Mayor Schlade, Operations Manager Fitzcharles, Human Resource Director Perry, Board member-elect Schreiner, and Clerk-Treasurer Rode.

Board member Long exited the Executive Session at 6:17 p.m. and re-entered at 6:20 p.m.

Ms. Ford moved, Mr. Allen seconded, to adjourn Executive Session at 7:13 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Allen moved, Mr. Long 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