

## **BRYAN BOARD OF PUBLIC AFFAIRS**

**JANUARY 21, 2020**

Board of Public Affairs Chairman Richard Long opened the meeting of the Bryan Board of Public Affairs with the following members present: Karen Ford, Annette Schreiner, Jim Salsbury, and Tom Sprow. Also present were: Mayor Carrie Schlade, Operations Manager Dawn Fitzcharles, Water Superintendent Norm Echler, Engineering Supervisor Nathan Gardner, Human Resource Director Jacqueline Perry, Power Production Superintendent Jim Coressel, City Engineer Brian Wieland, Bryan City Council members F. John Betts and Judith Yahraus, and Clerk-Treasurer Laura Rode.

Mr. Sprow moved, Ms. Ford seconded, to approve the minutes of the Regular Meeting held on January 7, 2020, as written. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Salsbury moved, Mr. Long seconded, to approve the Clerk-Treasurer's report as of December 31, 2019, as submitted by Clerk-Treasurer Rode. Roll call vote: all ayes; nays, none. Motion carried.

A brief recess was taken.

Mr. Salsbury moved, Mr. Sprow seconded, to go into Executive Session to discuss the acquisition of property at 5:03 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Asked to attend the Executive Session were: Mayor Schlade, City Attorney Fisher, Operations Manager Fitzcharles, Water Superintendent Echler, Engineering Supervisor Gardner, Human Resource Director Perry, Power Production Superintendent Coressel, City Engineer Wieland, Council members Betts and Yahraus, Mr. Mike Shaffer, and Clerk-Treasurer Rode.

Mr. Salsbury moved, Mr. Long seconded, to adjourn Executive Session at 5:17 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 3, 2020, titled,

### **AUTHORIZING THE CITY CLERK-TREASURER TO ADVERTISE FOR BIDS FOR THE PROJECT KNOWN AS "2020 STREET IMPROVEMENTS FOR BRYAN NORTH INDUSTRIAL PARK CONNECTING BEMENT STREET AND PAIGE STREET, BRYAN, OHIO"**

was presented and read by title only. City Engineer Wieland requested the Board approve to advertise the 2020 Street Improvements for Bryan North Industrial Park Connecting Bement Street and Paige Street. It is a combined project with the City with an estimated cost of \$400,000. City Engineer Wieland continued that approximately

\$250,000 of the project will be funded with grant monies and that the water portion of the project is anticipated to be approximately \$102,000. Further discussion was held.

Mr. Salsbury moved, Mr. Sprow seconded, to pass Resolution No. 3, 2020. Roll call vote: all ayes; nays, none. Motion carried.

Ed Finamore with ValuTech Solutions presented his findings with regard to the Automated Metering Infrastructure (AMI) request for proposal results after reviewing the history of the Automated Metering Infrastructure project as well as the anticipated benefits. He noted that revenues will increase as the accuracy of the meters will be significantly improved. After reviewing the results of the request for proposal, he shared that Eaton was the selected provider noting their experience. He indicated that the anticipated cost of the approximately \$2,716,581 project would be shared between the Electric and Water Departments at approximately 40% and 60%, respectively.

Mr. Finamore then reviewed the next steps in the process indicating that completing contract negotiations would be next if the Board wished to proceed. Suggestions were also made regarding the timeline for implementation and various other items were discussed.

Mr. Salsbury moved, Ms. Schreiner seconded, to move forward in finalizing the contract with Eaton for the Automated Metering Infrastructure project. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 4, 2020, titled,

**A RESOLUTION AUTHORIZING CARRIE SCHLADE AS DELEGATE AND THOMAS SPROW AS ALTERNATE TO REPRESENT THE CITY OF BRYAN AS A MEMBER OF THE BOARD OF DIRECTORS OF THE OHIO MUNICIPAL ELECTRIC ASSOCIATION IN 2020**

was presented and read by title only. Board Chairman Long requested the Board approve Mayor Schlade to be the delegate and Board of Public Affairs member Thomas Sprow to be the alternate for the City of Bryan as a member of the Board of Directors of the Ohio Municipal Electric Association for 2020. Further discussion was held.

Ms. Ford moved, Mr. Long seconded, to pass Resolution No. 4, 2020. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 5, 2020, titled,

**AUTHORIZING THE DIRECTOR OF UTILITIES TO EXECUTE AN AGREEMENT WITH SSOE GROUP FOR THE 34.5 kV UPGRADE PROJECT**

was presented and read by title only. Power Production Superintendent Coressel requested the Board's permission to enter into an agreement with SSOE Group for the

engineering, bidding and construction oversight services for the 34.5 kV Upgrade Project for the amount of \$96,600. This project will upgrade the outdated 34.5 kV line to a 69 kV line. He noted that Bryan Municipal Utilities and Titan Tire are the only customers serviced on this distribution line. Further discussion was held.

Mr. Salsbury moved, Ms. Schreiner seconded, to pass Resolution No. 5, 2020. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 6, 2020, titled,

**AUTHORIZING THE DIRECTOR OF UTILITIES TO EXECUTE AN AGREEMENT WITH FET CONSTRUCTION SERVICES, LLC. FOR THE CONSTRUCTION OF THE INDUSTRIAL DRIVE SUBSTATION PROJECT**

was presented and read by title only. Power Production Superintendent Coressel requested the Board's permission to enter into an agreement with FET Construction Services, LLC, for the construction of the Industrial Drive Substation project. He noted that FET Construction Services, LLC, had the lowest bid at \$1,131,826 which was far below the budgeted amount of \$1,700,000 in the 2020 Electric Department capital improvements budget. He requested the Board move ahead with awarding the bid as recommended by GPD Group. Further discussion was held.

Ms. Ford moved, Mr. Long seconded, to pass Resolution No. 6, 2020. Roll call vote: all ayes; nays, none. Motion carried.

Operations Manager Fitzcharles led a discussion regarding the rental houses owned by Bryan Municipal Utilities. Three (3) of the properties are currently vacant and the option of demolishing them is again being approached should the Board wish to do so. She reviewed the history of the three (3) vacant homes noting that if they are directed to demolish the vacant homes, she would recommend the property return to green space. Further discussion was held regarding a potential funding source, the state of the homes, the suggested timeline, and the possibility of the Bryan Police or Fire Departments using the homes for training. Operations Manager Fitzcharles mentioned that if funding were available, a resolution would be brought before the Board for approval.

Ms. Ford moved, Mr. Salsbury seconded, to proceed in preparing the costs needed to remove the three (3) rental properties. Roll call vote: all ayes; nays, none. Motion carried.

Chairman Long reviewed 2020 committee assignments with the Board noting the quarterly committee meeting dates. Further discussion was held with regard to the Bryan Industrial Park Advisory Committee as Mr. Long would be holding a seat as the Interim Utility Director for the time being while Mr. Sprow would hold the seat for the Board of the Public Affairs.

Mr. Sprow moved, Mr. Long seconded, to approve the following committees for 2020 as noted below:

Finance – Annette Schreiner and Karen Ford  
Water – Karen Ford and Tom Sprow  
Communications – Dick Long and Jim Salsbury  
Electric – Dick Long and Jim Salsbury  
BIPAC – Tom Sprow with Dick Long attending as Acting Director of Utilities  
Technology – Tom Sprow and Annette Schreiner  
Human Resources – Dick Long and Jim Salsbury

Roll call vote: all ayes; nays, none. Motion carried.

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

Deputy Clerk-Treasurer Patricia Buda entered the meeting at 6:17 p.m.

Several Board members shared they were glad to be moving ahead with several projects. Vice Chairman Salsbury thanked the public for the generosity with regard to the Good Neighbor Fund.

Mayor Schlade noted that work is being done to submit an application for the Come Remake My City contest promoted by HGTV.

Council President Betts invited all Board of Public Affairs members to the following Council meeting as an alternative proposal will be presented pertaining to the Charter review. He continued that the intent is for the proposal to be discussed at a subsequent joint meeting between the Board of Public Affairs and City Council.

Mr. Salsbury moved, Ms. Schreiner 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