

**BRYAN BOARD OF PUBLIC AFFAIRS**

**NOVEMBER 3, 2020**

Board of Public Affairs Chairman Richard Long opened the meeting of the Bryan Board of Public Affairs at 5:00 p.m. with the following members participating via teleconference: Karen Ford, Annette Schreiner, Jim Salsbury, and Tom Sprow. Also participating via teleconference were: Director of Utilities Nathan Gardner, Mayor Carrie Schlade, City Attorney Rhonda Fisher, Operations Manager Dawn Fitzcharles, Local Programming and Production Lead Eric Herman, Videographer Kristopher Bryce, and Clerk-Treasurer Laura Rode.

Mr. Sprow moved, Mr. Salsbury seconded, to approve the minutes of the Regular Meeting held on October 20, 2020, as written. Roll call vote: all ayes; nays, none. Motion carried.

Operations Manager Fitzcharles reviewed the Communications fiber and coax lease with the Board reminding them that in 2019, it was decided to review the lease payment annually. She continued that in August, a \$50,000 payment was made and that the principal balance on the fiber/coax lease is currently \$369,067.35. Further discussion was held with Operations Manager Fitzcharles requesting direction from the Board. Per discussion, the direction was given to bring legislation before the Board at the next meeting to extend the lease term for one (1) more year with a \$50,000 lease payment for 2021. This would allow the Board to continue with an annual review of the fiber and coax lease payment options and offers some flexibility.

Resolution No. 41, 2020, titled,

**AUTHORIZING THE DISSOLUTION AND TRANSFER OF THE GENERATOR MAINTENANCE FUND**

was presented and read by title only. Operations Manager Fitzcharles requested the Board's consideration to dissolve the 402 Generator Maintenance Fund and transfer the remaining funds to the 501 Electric Department. She added that the fund was established to use in the inspection and/or repair of generators at the Power Plant and a transfer was made annually from the Electric Fund to the Generator Maintenance Fund to fund the aforementioned expenses. Further discussion was held.

Mr. Salsbury moved, Ms. Ford seconded, to pass Resolution No. 41, 2020. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 42, 2020, titled,

**AUTHORIZING THE TRANSFER FROM THE 501 ELECTRIC FUND TO THE 515 ELECTRIC CAPITAL RESERVE FUND**

was presented and read by title only. Director of Utilities Gardner requested the Board consider transferring \$1,000,000 from the 501 Electric Fund to the 515 Electric Capital Reserve Fund to fund electric capital projects while maintaining the minimum cash fund reserve balance required in the 501 Electric Fund. Further discussion was held.

Mr. Salsbury moved, Mr. Sprow seconded, to pass Resolution No. 42, 2020. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 43, 2020, titled,

**AUTHORIZING THE TRANSFER FROM THE 502 WATER FUND TO THE 525 WATER CAPITAL RESERVE FUND**

was presented and read by title only. Director of Utilities Gardner requested the Board consider transferring \$37,682.44 from the 502 Water Fund to the 525 Water Capital Reserve Fund to fund water capital projects while maintaining the minimum cash fund reserve balance required in the 502 Water Department Fund.

Mr. Sprow moved, Ms. Schreiner seconded, to pass Resolution No. 43, 2020. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 44, 2020, titled,

**AUTHORIZING THE TRANSFER AND APPROPRIATION TO THE 535 COMMUNICATIONS CAPITAL RESERVE FUND**

was presented and read by title only. Director of Utilities Gardner requested the Board consider appropriating and transferring \$53,250 from the 509 Communications Fund to the 535 Communications Capital Reserve Fund to fund communications capital projects while maintaining the minimum cash fund reserve balance required in the Communications Fund.

Mr. Salsbury moved, Mr. Long seconded, to pass Resolution No. 44, 2020. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Gardner requested the Board's approval to hire Chris Yager as a part-time laborer to assist with meter reading effective November 4, 2020. Further discussion was held.

Ms. Ford moved, Mr. Sprow seconded, to hire Chris Yager as a part-time laborer to assist with meter reading effective November 4, 2020, at a rate of \$15.00 per hour. Roll call vote: all ayes; nays, none. Motion carried.

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

Mayor Schlade requested that everyone please wear masks and be cautious to avoid furthering the spread of COVID-19 within our county.

Several Board members and Director of Utilities Gardner reminded the public to vote. In addition, Director of Utilities Gardner thanked all involved in the recent Halloween event in the park.

A brief recess was taken.

Mr. Sprow moved, Mr. Salsbury seconded, to go into Executive Session to discuss imminent litigation and the employment and compensation of public employees at 5:41 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Asked to attend the Executive Session were: Director of Utilities Gardner, Mayor Schlade, City Attorney Fisher, Operations Manager Fitzcharles, and City Clerk-Treasurer Rode.

City Attorney Fisher exited the Executive Session at 5:50 p.m.

Mayor Schlade exited the Executive Session at 6:27 p.m.

Mr. Sprow moved, Mr. Salsbury seconded, to exit the Executive Session at 6:34 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Sprow 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