

**BRYAN BOARD OF PUBLIC AFFAIRS**

**MARCH 16, 2021**

Board of Public Affairs Chairman Tom Sprow 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, Richard Long, and Jim Salisbury. Also participating via teleconference were: Director of Utilities Nathan Gardner, Human Resource Director Jacqueline Schlachter, Power Production Superintendent Jim Coressel, Local Programming and Production Lead Eric Herman, Videographer Kristopher Bryce, and City Clerk-Treasurer Laura Rode.

Mr. Long moved, Mr. Salisbury seconded, to approve the minutes of the Regular Meeting held on March 2, 2021, as written. Roll call vote: all ayes; nays, none. Motion carried.

Ms. Ford moved, Ms. Schreiner seconded, to approve the Clerk-Treasurer's report as of February 28, 2021, as submitted by Clerk-Treasurer Rode. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 13, 2021, titled,

**AUTHORIZING THE DIRECTOR OF UTILITIES TO ADVERTISE FOR BIDS FOR THE CONSTRUCTION OF THE 34.5 kV UPGRADE PROJECT**

was presented and read by title only. Director of Utilities Gardner in conjunction with SSOE Group requested permission to advertise for the construction of the 34.5 kV Upgrade project. He noted that this item is budgeted in the 2021 Electric Capital Reserve fund and that it was a late addition to the agenda in an effort to keep the project on schedule.

Mr. Salisbury moved, Mr. Long seconded, to pass Resolution No. 13, 2021. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 14, 2021, titled,

**AUTHORIZING THE DIRECTOR OF UTILITIES TO EXECUTE AN AGREEMENT WITH SPECTRUM ENGINEERING CORPORATION FOR THE POWER PLANT SUBSTATION REBUILD PROJECT- PHASE 1**

was presented and read by title only. Power Production Superintendent Jim Coressel requested that the Board approve executing an agreement with Spectrum Engineering Corporation for the Power Plant Substation Rebuilding Project – Phase 1 for engineering, bidding and construction oversight services associated with the project at a cost of \$108,880. Members of the Board commended the team for choosing to utilize Bryan

Municipal Utilities employees on the project which will result in a significant cost savings to the Utility.

Mr. Salsbury moved, Ms. Ford seconded, to pass Resolution No. 14, 2021. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 15, 2021, titled,

**AUTHORIZING WAGE ADJUSTMENTS FOR NON-BARGAINING UNIT HOURLY AND SALARIED STAFF AND DECLARING AN EMERGENCY**

was presented and read by title only. Human Resource Director Schlachter requested the Board approve a three percent (3%) wage increase for non-bargaining unit hourly and salaried staff to be effective April 1, 2021. She continued that City Attorney Rhonda Fisher, City Engineer Brian Wieland, and Parks Maintenance I/City Arborist Cort Goshia would receive a retroactive half percent (.5%) adjustment to be effective January 1, 2021, thus resulting in the portion of their wages paid by Bryan Municipal Utilities to be three percent (3%) higher for the year as well.

Mr. Long moved, Ms. Schreiner seconded, to pass Resolution No. 15, 2021. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Director Schlachter informed the Board that a letter of resignation had been received from Local Programming and Production Lead Herman. However, in an effort to retain his knowledge and skillset, she requested that the Board reclassify him effective March 25, 2021, to part-time Videographer at a rate of \$15.00 per hour. Board Chairman Sprow thanked Local Programming and Production Lead Herman for staying on in a part-time status to assist in bringing others up to speed.

Mr. Salsbury moved, Mr. Long seconded, to reclassify Local Programming and Production Lead Herman to part-time Videographer at a rate of \$15.00 per hour effective March 25, 2021. 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.

Human Resource Director Schlachter requested permission to post for the Local Programming and Production Lead position.

Mr. Long moved, Mr. Salsbury seconded, to give permission to post for the Local Programming and Production Lead position. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Gardner informed the Board of a power outage caused by high winds on Monday, March 15, 2021. He and several Board members thanked the crews for their

fast response. In addition, they offered their best wishes to Local Programming and Production Lead Herman in his new position.

Mr. Long moved, Ms. Ford 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