

**BRYAN BOARD OF PUBLIC AFFAIRS**

**JANUARY 18, 2022**

Board of Public Affairs Chairman Jim Salsbury opened the meeting of the Bryan Board of Public Affairs at 5:00 p.m. with the following members present: Karen Ford, Richard Long, and Tom Sprow. Board Member Annette Schreiner was absent. Also present were: Director of Utilities Nathan Gardner, Operations Manager Derek Schultz, Council member F. John Betts and Deputy Clerk-Treasurer Patricia Buda.

Mr. Long moved, Mr. Sprow seconded, to approve the minutes of the Regular Meeting held on January 4, 2022, as corrected. Roll call vote: all ayes; nays, none. Motion carried. Schreiner absent.

Director of Utilities Gardner expressed condolences to the family of Shelley R. Armstrong, who died in a traffic accident on January 13<sup>th</sup>. A moment of silence was observed in her honor. She worked as an account clerk in the utility office for 10 years.

Ms. Ford moved, Mr. Salsbury seconded, to approve the Clerk-Treasurer's report as of December 31, 2021, as submitted by Deputy Clerk-Treasurer Buda. Roll call vote: all ayes; nays, none. Motion carried. Schreiner absent.

Resolution No. 2, 2022, 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 reviewed the request for a transfer of \$2,000,000 from the 501 Electric Fund to the 515 Electric Capital Reserve Fund providing funds for the budgeted 2022 capital projects and follows the Cash Reserve Policy. The recommendation is to present the request to Council at the next Council meeting.

Mr. Sprow moved, Ms. Ford seconded, to pass Resolution No. 2, 2022. Roll call vote: all ayes; nays, none. Motion carried. Schreiner absent.

Resolution No. 3, 2022, 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 reviewed the request for a transfer of \$620,000 from the 502 Water Fund to the 525 Water Capital Reserve Fund providing funds for budgeted 2022 capital projects and follows the Cash Reserve

Policy. The recommendation is to present the request to Council at the next Council meeting.

Mr. Long moved, Mr. Salsbury seconded, to pass Resolution No. 3, 2022. Roll call vote: all ayes; nays, none. Motion carried. Schreiner absent.

Resolution No. 4, 2022, titled,

**AUTHORIZING THE DIRECTOR OF UTILITIES TO SOLICIT PROPOSALS AND ENTER INTO AN AGREEMENT FOR LEASE OF 12488 STATE ROUTE 34 FOR AGRICULTURAL PURPOSES**

was presented and read by title only. Operations Manager Schultz explained that approximately 60 acres east of the Bryan Solar Field is available for lease for agricultural purposes as the previous three-year lease has expired. He requested approval to advertise for proposals to enter another three-year contract for agricultural purposes. Further discussion was held.

Mr. Long moved, Mr. Sprow seconded, to pass Resolution No. 4, 2022. Roll call vote: all ayes; nays, none. Motion carried. Schreiner absent.

Director of Utilities Gardner requested to reclassify Network Engineer Kody McClure to probationary Senior Network Engineer with an increase in pay from \$71,468.54 per year to \$74,000.00 per year effective January 24, 2022, if approved. He explained that the position will include overseeing the duties of the Network Engineer and working with the Communication Superintendent to stay in line with the succession plan.

Mr. Long moved, Ms. Ford seconded, to reclassify Network Engineer Kody McClure to probationary Senior Network Engineer with an increase in pay from \$71,468.54 per year to \$74,000.00 per year effective January 24, 2022. Roll call vote: all ayes; nays, none. Motion carried. Schreiner absent.

Director of Utilities Gardner requested to reclassify IT Technician / Help Desk Support Heath Grim to probationary Network Engineer with an increase in pay from \$27.32 per hour to a salary of \$68,000.00 per year effective January 24, 2022, if approved. He explained that the position will include an overlap in his duties on the network system and support to Internet end users. Further discussion was held.

Ms. Ford moved, Mr. Long seconded, to reclassify IT Technician / Help Desk Support Heath Grim to probationary Network Engineer with an increase in pay from \$ 27.32 per hour to a salary of \$68,000.00 per year effective January 24, 2022. Roll call vote: all ayes; nays, none. Motion carried. Schreiner absent.

Deputy Clerk-Treasurer Buda requested to move Payroll Clerk/Assistant Office Manager Lisa Morman from probationary status to regular employment status effective January 19, 2022 as she has completed her six-month probationary period.

Ms. Ford moved, Mr. Sprow seconded, to move Payroll Clerk/Assistant Office Manager Lisa Morman from probationary status to regular employment status effective January 19, 2022. Roll call vote: all ayes; nays, none. Motion carried. Schreiner absent.

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

Council member Betts exited the meeting at 5:15 p.m. after expressing condolences.

Board members expressed their sadness and sympathy for the family of Shelley Armstrong.

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

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Chairman of the Board

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Deputy Clerk-Treasurer