

BRYAN BOARD OF PUBLIC AFFAIRS

MAY 3, 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, Tom Sprow, and Annette Schreiner. Also present were: Mayor Carrie Schlade, Director of Utilities Nathan Gardner, City Attorney Rhonda Fisher, Operations Manager Derek Schultz, Electric Superintendent Al Sullivan, Human Resource Director Jacqueline Schlachter, Bryan City Councilman F. John Betts, and Clerk-Treasurer Laura Rode.

Mr. Long moved, Ms. Ford seconded, to approve the minutes of the Regular Meeting held on April 19, 2022, as written. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Harry Phillips representing American Municipal Power awarded Miss Lily Schlade with the Richard H. Gorsuch Scholarship for 2022. Congratulations were extended to Miss Schlade and a round of applause was given. Miss Schlade thanked American Municipal Power and Bryan Municipal Utilities for the award.

Resolution No. 22, 2022, titled,

**RECOGNIZING NATIONAL DRINKING WATER WEEK, MAY 1 – 7, 2022,
AND THE ESSENTIAL ROLE WATER PLAYS IN OUR DAILY LIVES**

was presented and read by title only. Operations Manager Schultz reviewed the importance of water in our daily lives and requested the Board recognize May 1 -7, 2022, as National Drinking Water Week.

Mr. Long moved, Mr. Salsbury seconded, to pass Resolution No. 22, 2022. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Gardner informed that Board that only one (1) bid had been received on the Deerfield Subdivision Underground Electric Upgrade. Unfortunately, the bid from S & S Directional Boring, Ltd. exceeded the Engineer's estimate by more than 45 percent coming in at \$137,386. It was then recommended to reject the bid received, and perform another estimate review. Further discussion was held with regard to when to rebid the project to which Director of Utilities Gardner replied that later in the year would likely work out best. Electric Superintendent Sullivan added that the age of the current Deerfield system is approximately 42 years.

Mr. Long moved, Mr. Sprow seconded, to the reject the bid for the Deerfield Subdivision Underground Electric Upgrade project. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 23, 2022, titled,

AUTHORIZING THE DIRECTOR OF UTILITIES TO ADVERTISE FOR MATERIALS ASSOCIATED WITH THE 34.5KV TO 69KV LINE CONVERSION PROJECT

was presented and read by title only. Electric Superintendent Sullivan requested the Board's permission to advertise for bids for the materials associated with the 34.5kV to 69kV Line Conversion Project. It was noted that the work is planned in the 2023 budget year and will be performed by Bryan Municipal Utilities staff. Further discussion was held noting that a number of items might have significant lead times.

Ms. Ford moved, Ms. Schreiner seconded, to pass Resolution No. 23, 2022. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Director Schlachter requested the Board promote Water Plant Supervisor Jimmy Dunning into the role of Probationary Water Superintendent taking him from a rate of \$33.48 per hour to a salary of \$80,000 per year effective May 9, 2022. She noted that Water Plant Supervisor Dunning did maintain an Ohio Environmental Protection Agency Water Supply III license.

Mr. Salsbury moved, Mr. Long seconded, to promote Water Plant Supervisor Jimmy Dunning into the role of Probationary Water Superintendent taking him from a rate of \$33.48 per hour to a salary of \$80,000 per year effective May 9, 2022. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Director Schlachter requested permission to post for the Water Supervisor position.

Mr. Salsbury moved, Mr. Long seconded, to grant permission to post for the Water Supervisor position. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Director Schlachter then requested to reclassify Warehouse I worker Justin Waldfogel to a Probationary Warehouse II worker taking him from a rate of \$20.65 per hour to a rate of \$21.50 per hour effective May 24, 2022.

Mr. Sprow moved, Ms. Schreiner seconded, to reclassify Warehouse I worker Justin Waldfogel to a Probationary Warehouse II worker taking him from a rate of \$20.65 per hour to a rate of \$21.50 per hour effective May 24, 2022. Roll call vote: all ayes; nays, none. Motion carried.

Clerk-Treasurer Rode sadly informed the Board that a letter of retirement was received by Account Clerk II Terri Bayliss. She intends to retire from the City after nearly 24 years of service effective August 31, 2022.

Mr. Salsbury moved, Ms. Ford seconded, to accept with regret the pending retirement of Account Clerk II Terri Bayliss effective August 31, 2022. Roll call vote: all ayes; nays, none. Motion carried.

Clerk-Treasurer Rode then requested the Board's permission to post for an Account Clerk position in the City Clerk-Treasurer's office.

Mr. Long moved, Ms. Schreiner seconded, to grant permission to post for an Account Clerk position in the City Clerk-Treasurer's office. Roll call vote: all ayes; nays, none. Motion carried.

Clerk-Treasurer Rode then requested to give a merit increase to Account Clerk II Jessica Davies who is a lead contact on Invoice Cloud working in customer service and billing. She noted that Ms. Davies is also training in accounts receivable and is obtaining her notary license.

Ms. Schreiner moved, Mr. Salsbury seconded, to give a merit increase to Account Clerk II Jessica Davies taking her from a rate of \$15.55 per hour to a rate of \$17.00 per hour effective May 9, 2022. Roll call vote: all ayes; nays, none. Motion carried.

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

Congratulations were extended by all to Miss Lily Schlade as the recipient of the Richard H. Gorsuch Scholarship. Director of Utilities Gardner and the Board also extended their best wishes to Account Clerk II Bayliss on her pending retirement and thanked her for her years of service to the City.

Electric Superintendent Sullivan updated the Board on the Advanced Meter Infrastructure project noting that approximately 900 meters had been replaced to date. He added that testing will be performed on the meters pulled from the field.

Mr. Long moved, Ms. Ford seconded, to go into Executive Session to discuss acquisition of property at 5:36 p.m. Roll call vote: all ayes; nays, none. Motion carried.

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

Mr. Long moved, Mr. Sprow seconded, to exit Executive Session at 6:07 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Ms. Ford moved, Ms. Schreiner seconded, to adjourn the meeting. Roll call vote: all ayes; nays, none. Motion carried.

Chairman of the Board

Clerk-Treasurer