

BRYAN BOARD OF PUBLIC AFFAIRS

DECEMBER 6, 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: Annette Schreiner, Karen Ford, Richard Long, and Tom Sprow. Also present were: Mayor Carrie Schlade, Director of Utilities Nathan Gardner, City Attorney Rhonda Fisher, Operations Manager Derek Schultz, Human Resource Director Jacqueline Schlachter, City Councilman F. John Betts, and Clerk-Treasurer Laura Rode.

Noting that an Executive Session to discuss imminent litigation was the first agenda item, Chairman Salsbury requested those not attending the Executive Session exit the Boardroom until the Executive Session adjourned. Asked to attend the Executive Session with the Board, were: Mayor Schlade, Director of Utilities Gardner, City Attorney Fisher, Operations Manager Schultz, Human Resource Director Schlachter, and Clerk-Treasurer Rode.

A brief recess was taken. Those not asked to attend left the room.

Mr. Long moved, Mr. Sprow seconded, to go into Executive Session to discuss imminent litigation at 5:02 p.m. Roll call vote: all ayes; nays, none. Motion carried

Mr. Long moved, Mr. Sprow seconded, to adjourn the Executive Session at 5:26 p.m. Roll call vote: all ayes; nays, none.

The regular meeting resumed in the Boardroom with all meeting attendees present.

Mr. Long moved, Ms. Schreiner seconded, to approve the minutes of the Regular Meeting held on November 15, 2022, as written. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 48, 2022, titled,

APPROVING THE 2023 BRYAN MUNICIPAL UTILITIES BUDGET AND REQUESTING CITY COUNCIL ADOPTION OF THE SAME

was presented and read by title only. Director of Utilities Gardner requested the Board approve the proposed 2023 Bryan Municipal Utilities budget as presented at the previous Board meeting in detail. If approved, the resolution also requests Council's adoption of the same.

Mr. Sprow moved, Ms. Schreiner seconded, to pass Resolution No. 48, 2022. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 49, 2022, titled,

AUTHORIZING CHANGE ORDER NO. 2 AND FINAL DISBURSEMENTS FOR THE “WATER LINE EXTENSION PROJECT – EAST WILSON STREET/COUNTY ROAD D” ALSO KNOWN AS THE AIRMATE WATER LINE EXTENSION PROJECT

was presented and read by title only. Director Utilities Gardner requested the Board approve a final change order for the Airmate Water Line Extension project for a decrease of \$4,755.50 reconciling final as built quantities. As there will be remaining funds in the project line, the balance is to be pro-rated and paid out to Airmate and the City of Bryan revolving loan fund accordingly. Further discussion was held with thanks given to Bryan Excavating for doing a great job.

Ms. Ford moved, Mr. Long seconded, to pass Resolution No. 49, 2022. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 50, 2022, titled,

A RESOLUTION AMENDING AND APPROVING THE CITY OF BRYAN EMPLOYEE 2019 HANDBOOK, SPECIFICALLY AT SECTION 301 PERTAINING TO SICK LEAVE PAYOUT

was presented and read by title only. City Attorney Fisher requested Council approve amending the 2019 City of Bryan Employee Handbook with regard to Section 301. If approved, the amendment would allow City of Bryan employees hired prior to December 31, 2020, with 10 years of continuous service with the City to receive a payout of 100% of their unused sick leave balance at their current rate of pay upon retirement, death or permanent disability up to a maximum of 120 days or 960 hours. If hired on or after January 1, 2021, the sick leave payout for retirement or permanent disability of the employees unused sick leave balance is based on a percentage dependent upon years of continuous service. This amendment, if approved by the Board of Public Affairs, would have the entire City operating under the same understanding of this section. Further discussion was held.

Mr. Long moved, Mr. Salsbury seconded, to pass Resolution No. 50, 2022. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Manager Schlachter recommended reclassifying Utilities Engineering Assistant I Steven Hall to Probation Utilities Engineering Assistant/GIS Coordinator taking him from a rate of \$20.10 per hour to a rate of \$28.50 per hour effective December 7, 2022. She noted his 20 years of experience in the land surveying industry and as a CAD technician. She continued that he has previous experience with GPS, GIS and leadership roles which will benefit Bryan Municipal Utilities as this position will act as a primary liaison with the public in the providing, gathering and sharing of GIS/GPS information.

Mr. Long moved, Ms. Schreiner seconded, to reclassify Utilities Engineering Assistant I Steven Hall to Probation Utilities Engineering Assistant/GIS Coordinator taking him from a rate of \$20.10 per hour to a rate of \$28.50 per hour effective December 7, 2022. Roll call vote: all ayes; nays, none. Motion carried.

Board Chairman Salisbury then requested the Board set a Special Meeting to conduct final year end business. Further discussion was held.

Mr. Long moved, Ms. Schreiner seconded, to set a final year end meeting of the Bryan Board of Public Affairs on Thursday, December 29, 2022, at 12:00 to conduct any pertinent year end business. Roll call vote: all ayes; nays, none. Motion carried.

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

Director of Utilities Gardner and Board members congratulated Utilities Engineering Assistant/GIS Coordinator Hall on his new position. It was also proudly noted that the Airmate project and the water tower painting project were completed as well as the beauty of the Christmas lights on the downtown square.

A brief recess was taken.

Mr. Long moved, Mr. Sprow seconded, to go into Executive Session to discuss employment and compensation of public employees at 5:49 p.m. Roll call vote: all ayes; nays, none. Motion carried

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

Mr. Long moved, Ms. Schreiner seconded, to adjourn the Executive Session at 6:16 p.m. Roll call vote: all ayes; nays, none.

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

Chairman of the Board

Clerk-Treasurer