

BRYAN BOARD OF PUBLIC AFFAIRS

MARCH 21, 2023

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 present: Annette Schreiner, Karen Ford, Jim Salsbury, and Tom Sprow. Also present were: Mayor Carrie Schlade, Director of Utilities Nathan Gardner, Electric Superintendent Al Sullivan, Power Plant Production Superintendent Jim Coressel, Communication Superintendent Joe Ferrell, Human Resource Director Jacqueline Schlachter, Council member John Betts and Deputy Clerk-Treasurer Patricia Buda.

Mr. Salsbury moved, Mr. Long seconded, to approve the minutes of the Regular Meeting held on February 21, 2023, as corrected and to approve the minutes of the Special Joint Meeting held on March 10, 2023, as written. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Sprow moved, Ms. Schreiner seconded, to approve the Clerk-Treasurer's Report for the month ending February 28, 2023, as submitted by Deputy Clerk-Treasurer Buda. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 4, 2023, titled,

AUTHORIZING THE DIRECTOR OF UTILITIES TO ADVERTISE FOR BIDS FOR THE "POWER PLANT SUBSTATION PHASE 2 – POWER TRANSFORMER"

was presented and read by title only. Power Plant Production Superintendent Coressel requested that the Board proceed with the advertisement for bids for the Power Plant Substation Phase 2 - Power Transformer to allow additional lead time. Also, they will be adding options and/or alternates in the specifications to expedite the process. Further discussion was held.

Ms. Ford moved, Mr. Long seconded, to pass Resolution No. 4, 2023. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Director Schlachter informed the Board that a retirement letter had been received by Power Plant Operator IV Jay Zigler effective June 30, 2023. Further discussion was held with Board members wishing him the best.

Mr. Salsbury moved, Mr. Sprow seconded, to accept, with regret, the retirement of Jay Zigler effective June 30, 2023. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Director Schlachter requested permission to hire Richard Baer as a Probationary Power Plant Operator Trainee at a rate of \$23.71 effective April 10, 2023, noting he has a diverse background.

Ms. Ford moved, Ms. Schreiner seconded, to hire Richard Baer as a Probationary Power Plant Operator Trainee at a rate of \$23.71 effective April 10, 2023. Roll call vote: all ayes; nays, none. Motion carried.

Human Resource Director Schlachter informed the Board of the resignation of Engineering Assistant/GIS Coordinator Steven Hall effective May 5, 2023.

Mr. Salisbury moved, Mr. Long seconded, to accept, with regret, the resignation of Engineering Assistant/GIS Coordinator Steven Hall effective May 5, 2023. Roll call vote: all ayes; nays, none. Motion carried

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

The Board of Public Affairs honored retiring Director of Utilities Nathan Gardner for his 19 years of service. Human Resource Director Schlachter gave a presentation showing Director of Utilities Gardner over the years and his different jobs starting as Engineer assistant, Water Supervisor, Engineering Supervisor and then in 2020 the Director of Utilities. The presentation also outlined his accomplishments during his career.

Council President Richard Hupe entered the meeting at 5:21 p.m.

Board of Public Affairs Chairman Long thanked retiring Director of Utilities Gardner for his dedication, oversight and contributions to the City of Bryan, Bryan Municipal Utilities and employees. He was then presented with a clock in appreciation of his service.

Director of Utilities Gardner thanked the Board of Public Affairs, all employees and said that it was a pleasure working with everyone.

Board members expressed their gratitude and appreciation to Director of Utilities Gardner and Power Plant Operator Zigler on their retirements and welcomed new employee Richard Baer. Mayor Schlade and other attendees, also, expressed their appreciation and best wishes.

A brief recess was taken.

Mr. Salsbury moved, Ms. Schreiner seconded, to go into Executive Session to discuss acquisition of property at 5:35 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Asked to attend the Executive Session were: Director of Utilities Gardner, Mayor Schlade, Council President Hupe, Communication Superintendent Ferrell, Human Resource Director Schlachter, and Deputy Clerk-Treasurer Buda.

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

Operations Manager Derek Schultz entered the Regular meeting at 6:10 p.m. and informed the Board that they are experiencing a water level issue at the Water Treatment Plant. Communication Superintendent Ferrell was asked about the SCADA system at the plant and responded that system was working fine. Further discussion was held.

Director of Utilities Gardner and Operations Manager Schultz left the meeting at 6:15 p.m.

A brief recess was taken.

Director of Utilities Gardner and Operations Manager Schultz re-entered the meeting at 6:21 p.m.

Mr. Salsbury moved, Mr. Sprow seconded, to go into Executive Session to discuss acquisition of property at 6:21 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Asked to attend the Executive Session were: Director of Utilities Gardner, Mayor Schlade, Council President Hupe, Operations Manager Schultz, Human Resource Director Schlachter, and Deputy Clerk-Treasurer Buda.

Human Resource Director Schlachter exited the Executive Session at 6:28 p.m.

Mayor Schlade exited the Executive Session at 6:29 p.m.

Norman Echler entered the Executive Session at 6:30 p.m. via telephone.

Human Resource Director Schlachter re-entered the Executive Session at 6:31 p.m.

Council member Ford exited the Executive Session at 6:33 p.m. and re-entered the Executive Session at 6:34 p.m.

Mayor Schlade re-entered the Executive Session at 6:35 p.m.

Norman Echler exited, via telephone, the Executive Session at 6:35 p.m.

Operations Manager Schultz exited the Executive Session at 6:40 p.m.

Director of Utilities Gardner exited the Executive Session at 6:43 p.m.

Human Resource Director Schlachter exited the Executive Session at 6:46 p.m. and re-entered the Executive Session at 6:50 p.m.

Ms. Schreiner moved, Mr. Long seconded, to adjourn the Executive Session at 6:51 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Salsbury moved, Mr. Long seconded, to go into Executive Session to discuss employment and compensation of public employees at 6:52 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Asked to attend the Executive Session were: Mayor Schlade, Council President Hupe, Human Resource Director Schlachter, and Deputy Clerk-Treasurer Buda.

Director of Utilities Gardner entered the Executive Session at 7:07 p.m.

Mr. Salsbury moved, Ms. Ford seconded, to adjourn the Executive Session at 7:08 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Discussion was held on the water level issue at the Water Treatment Plant and what steps needed to be taken to correct the issue.

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

Chairman of the Board

Deputy Clerk-Treasurer