

**BRYAN BOARD OF PUBLIC AFFAIRS**

**August 1, 2023**

Board of Public Affairs Chairman Richard Long opened the meeting of the Bryan Board of Public Affairs with the following members present: James Salsbury, Annette Schreiner, Karen Ford, and Tom Sprow. Also present were: Director of Utilities Derek Schultz, Mayor Carrie Schlade, City Council member John Betts, and Clerk-Treasurer John Lehner.

Ms. Schreiner moved, Mr. Salsbury seconded, to approve the minutes of the Regular Meeting held on July 11, 2023 and the minutes of the Special Joint meeting held on July 17, 2023, as written. Roll call vote: all ayes; nays, none. Motion carried.

Mr. Salsbury moved, Mr. Long seconded, to accept the Clerk-Treasurer's Report for the month ending June 30, 2023 as submitted by Clerk-Treasurer Lehner. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 12, 2023, titled,

**A RESOLUTION TO SET THE EMPLOYEE ANNUAL PREMIUM RATE FOR HEALTH INSURANCE FOR THE PERIOD SEPTEMBER 1, 2023 THROUGH AUGUST 31, 2024, AND DECLARING AN EMERGENCY**

was presented and read by title only. Mayor Schlade explained that the original health insurance renewal quote included a double-digit percent increase, but thanked Mike Kurivial of First Insurance Group for helping negotiate the number down to 6.11%. She requested that the Board approve the corresponding premium rate adjustment for employees.

Mr. Sprow moved, Mr. Salsbury seconded, to pass Resolution No. 12, 2023. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 13, 2023, titled,

**AUTHORIZING THE DONATION OF MISCELLANEOUS, NO-LONGER NEEDED AUDIO AND VIDEO EQUIPMENT TO BRYAN CITY SCHOOLS**

was presented and read by title only. Director of Utilities Schultz explained that with the discontinuation of cable television services, several pieces of audio/video equipment were no longer in use and of limited value to the utility. He requested the Board approve donating it to Bryan City Schools, who will use it in its newly established Visual Communications Technology Program.

Ms. Ford moved, Mr. Sprow seconded, to pass Resolution No. 13, 2023. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Schultz presented the Board with a request to reclassify Todd Stimpfle from Probationary Engineering Assistant/Project Coordinator to regular employment status, at his current rate of pay of \$27.50, effective August 13, 2023. Mr. Stimpfle meets all the necessary qualifications and has been an asset to the whole utility. Further discussion was held.

Ms. Schreiner moved, Mr. Long seconded, to approve reclassifying Todd Stimpfle from Probationary Engineering Assistant/Project Coordinator to regular employment status at his current rate of pay of \$27.50, effective August 13, 2023. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Schultz presented the Board with a request to hire Emily Apt as a Probationary Account Clerk II at a rate of \$18.25, effective August 14, 2023. Ms. Apt brings over 15 years of accounting and customer service experience to the position, as well as a positive attitude and willingness to help others. Further discussion was held.

Mr. Salsbury moved, Ms. Schreiner seconded, to approve hiring Emily Apt as a Probationary Account Clerk II at a rate of \$18.25, effective August 14, 2023. Roll call vote: all ayes; nays, none. Motion carried.

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

Clerk-Treasurer Lehner provided an update on the hiring process for Human Resources Director, noting a significant number of applicants, so far. Several others offered thanks for the successful health insurance renewal, congratulations to Engineering Assistant/Project Coordinator Stimpfle on passing through probationary status, and welcome to Probationary Account Clerk II Apt on her new position.

A brief recess was taken.

Mr. Salsbury moved, Ms. Schreiner seconded, to go into Executive Session to discuss the employment and compensation of a public employee at 5:21 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Asked to attend: Director of Utilities Schultz, Mayor Schlade, and Clerk-Treasurer Lehner.

Chairman of the Board Long and Director of Utilities Schultz exited the meeting at 5:36 p.m.

Chairman of the Board Long and Director of Utilities Schultz returned to the meeting at 5:37 p.m.

Mr. Salsbury moved, Mr. Long seconded, to adjourn the Executive Session at 5:39 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Schultz presented the Board with a request to reclassify Jimmy Dunning from Water Superintendent to Probationary Operations Manager at an annual rate of pay of \$90,000, effective August 7, 2023. Mr. Dunning has nearly 10 years of progressively responsible experience with Bryan Municipal Utilities, holds an Ohio EPA Class III Water Supply License, certification in Utility Management, and serves as the Assistant Secretary Treasurer to the American Water Works Association. He meets all the necessary qualifications and has been a great asset to the utility. Further discussion was held.

Mr. Salsbury moved, Mr. Long seconded, to approve reclassifying Jimmy Dunning from Water Superintendent to Probationary Operations Manager at an annual rate of pay of \$90,000, effective August 7, 2023. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Schultz requested the Board authorize him to post for the pending vacancy in the position of Water Superintendent.

Ms. Schreiner moved, Mr. Sprow seconded, to authorize Director of Utilities Schultz to post for the position of Water Superintendent. Roll call vote: all ayes; nays, none. Motion carried.

There was a brief discussion on routine items being requested of the Board regarding the ongoing 2022 annual audit. Clerk-Treasurer Lehner noted that some employees soon coming off probation would be addressed at the next meeting. Chairman of the Board Long offered welcoming comments on Probationary Operations Manager Dunning's new position.

Ms. Ford moved, Mr. Long 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