

**BRYAN BOARD OF PUBLIC AFFAIRS**

**November 7, 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, Operations Manager Jimmy Dunning, Power Plant Superintendent Jim Coressel, Electric Distribution Superintendent Al Sullivan, Electric Distribution Supervisor Adam Brandt, and Clerk-Treasurer John Lehner.

Ms. Schreiner moved, Mr. Long seconded, to approve the minutes of the Regular Meeting held on October 17, 2023, as written. Roll call vote: all ayes; nays, none. Motion carried.

Resolution No. 21, 2023, titled,

**UPDATING THE BRYAN MUNICIPAL UTILITIES COMPENSATION PLAN FOR NON-BARGAINING UNIT HOURLY AND SALARIED STAFF**

was presented and read by title only. Director of Utilities Schultz explained that an adjustment to the wage scales defined in the Bryan Municipal Utilities Compensation Plan is necessary to accommodate recent changes to mandated minimum wage requirements.

Mr. Salsbury moved, Ms. Ford seconded, to pass Resolution No. 21, 2023. Roll call vote: all ayes; nays, none. Motion carried.

Operations Manager Dunning requested that the Board of Public Affairs reclassify Probationary Utilities Engineering Assistant/GIS Coordinator Suzan Hensley to Utilities Engineering Assistant/GIS Coordinator at the current rate of pay of \$29.93 per hour effective November 17, 2023, as she has met all the requirements of the job and continues to be an asset to the Engineering Department.

Mr. Salsbury moved, Ms. Schreiner seconded, to reclassify Probationary Utilities Engineering Assistant/GIS Coordinator Suzan Hensley to Utilities Engineering Assistant/GIS Coordinator at the current rate of pay of \$29.93 per hour effective November 17, 2023. Roll call vote: all ayes; nays, none. Motion carried.

Clerk-Treasurer Lehner requested that the Board of Public Affairs reclassify Probationary Account Clerk III Jessica Davies to Account Clerk III at the current rate of pay of \$20.10 per hour effective October 26, 2023, as she performs all the essential functions of the job and is an invaluable asset to the Clerk-Treasurer's Office.

Mr. Sprow moved, Mr. Long seconded, to reclassify Probationary Account Clerk III Jessica Davies to Account Clerk III at the current rate of pay of \$20.10 per hour effective October 26, 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.

Mayor Schlade thanked Power Plant Superintendent Coressel for providing a very informative tour of the Auglaize Hydro Plant to her, Clerk-Treasurer Lehner, and Director of Utilities Schultz last week. All Board Members offered congratulations to Utilities Engineering Assistant/GIS Coordinator Hensley and Account Clerk III Davies.

A brief recess was taken.

Mr. Salsbury moved, Ms. Schreiner seconded, to go into Executive Session to discuss acquisition of property and employment and compensation of public employees at 5:11 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Asked to attend: Director of Utilities Schultz, Mayor Schlade, Clerk-Treasurer Lehner, Operations Manager Dunning, Power Plant Superintendent Coressel, Electric Distribution Superintendent Sullivan, Electric Distribution Supervisor Brandt.

Electric Distribution Superintendent Sullivan, Electric Distribution Supervisor Brandt, and Power Plant Superintendent Coressel exited the meeting at 5:47 p.m. Board Chairman Long exited the meeting at 5:48 p.m. and returned to the meeting at 5:50 p.m.

Mr. Salsbury moved, Mr. Sprow seconded, to adjourn the Executive Session at 6:13 p.m. Roll call vote: all ayes; nays, none. Motion carried.

Director of Utilities Schultz explained his discovery that Resolution No. 51, 2022 passed on December 20, 2022 prohibited him from receiving the pay increase awarded to him by the Board of Public Affairs upon the completion of his probationary period on October 16, 2023; that the pay adjustment had affected only one pay period, for which he has returned the overpayment, and that the issue has been corrected within the payroll system. Further discussion was held.

Mr. Salsbury moved, Ms. Schreiner seconded, to acknowledge that Director of Utilities Shultz was not eligible to receive the pay increase he was awarded on October 16, 2023 for completing his probationary period, and that the increase has since been reversed, effective October 16, 2023.

Mr. Salsbury moved, Ms. Ford 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