**GROVE CITY COUNCIL**

**REGULAR MEETING**

**TUESDAY, APRIL 1, 2014**

**6:00 PM**

The Grove City Council met in regular session on Tuesday, April 1, 2014 at 6:00 PM with Chairman Marty Follis presiding. Members present were Ed Trumbull, Don Nielsen, Marty Dyer and Ivan Devitt (came into the meeting at 7:13 PM). Also present was City Manager, Bill Keefer; Attorney, Brandon Watkins; Assistant City Manager, Debbie Bottoroff; City Treasurer, Lisa Allred; Public Works Director, Jack Bower and City Clerk, Bonnie Buzzard.

**PUBLIC COMMENTS**:

Mr. Joe Nowlin addressed the Council and Staff to respectfully request that upon preparation of the upcoming 2014-2015 fiscal year budget that the public be allowed to review the list of projects and/or equipment desirous from each of the City/GMSA departments. Nowlin felt like the public should be able to see and hear what each department is seeking funding for in the upcoming budget and what was cut from their list. Nowlin suggested that the following steps be implemented during the budget process:

* Compile a list of wants from each department
* Develop a prioritize list from each Councilman and the City Manager, and
* Allow the public an opportunity to review and compile their list for presentation to the Council.

Mayor Follis read a Proclamation in its entirety proclaiming the month of April as ‘Fair Housing’ month.

Follis opened the floor for discussion regarding a request from the Grove Sun for the Mayor and City Council to designate May 3, 2014 as "Grove Citywide Garage Sale Day". Kaylea Hutson of the Grove Sun Newspaper addressed the floor to report that she has received several request for this event from the public, and upon discussion with her Staff it was agreed upon to proceed. Therefore, they have scheduled Saturday, May 3, 2014 for this event, and respectfully request that the City allow for a one (1) time fee waiver from all individual participants that enroll with the Grove Sun for this event. The Council and Staff discussed the one (1) day event with Hutson, and concluded that it should also include Friday, May 2 as well. Hutson noted that she didn’t have a problem with that because other communities allow two (2) days for their even t. Dyer made the motion to authorize the request from the Grove Sun for the Grove Citywide Garage Sale Day to be scheduled for Friday, May 2 and Saturday, May 3, 2014, and to authorize a onetime fee waiver of the garage sale permit fee of $3.00 for that event. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer and Follis. NAY: None. Motion carried.

Follis opened the floor for presentation from Lisa Friden with the Grove Area Chamber of Commerce to provide an update to the Council on their recent projects and events. Friden addressed the Council to report the following projects from the Chamber of Commerce:

* February 2014 Home & Garden Show – Friden reported that she heard great comments from the vendors on the impact this event had on them, and that most of them already signed up for the 2015 Home & Garden Show. Friden added that 30% of the visitors stayed in the local hotels, 85% ate at the local restaurants, and 81% shopped in Grove with the area merchants.
* Industrial Tours with Grove Economic Development Authority – the Chamber has conducted industry tours at Malone CNC, and Pride Plating, and that the next tour is scheduled for April 16th at the Ferra facility.
* Commercial Property Listing – the Chamber of Commerce is working in conjunction again with the City of Grove & GEDA to list possible properties for commercial usage and currently has seven (7) listing with four (4) more possibilities and she just received notification for one (1) that wants to be added.

Friden ended by saying that the web-site should have the capability to accrue the total number of visitors who viewed that site in future.

Dyer made the motion to approve the minutes from the previous meeting. Seconded by Nielsen. AYE: Nielsen, Dyer and Follis. NAY: None. Trumbull abstained. Motion carried.

Trumbull made the motion to approve the purchase order register. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to consideration and approval of a request from Leonard Miller for funding assistance for the Short Course Nationals Boat Race scheduled for June 21-22, 2014. Tad Jones of the Grand Lake Association addressed the floor to report that Leonard Miller is currently attending a boat race and is unable to be at the meeting and has asked that he present his request to the Council for consideration. Jones reported via memo from Miller saying that last year this event raised $2,500 from local sponsors, GLA gave this event $500, and the City of Grove matched that sponsor with $500. This year is planned to be a bigger event with a big door prize and a cardboard boat race that will be conducted by the local Boy Scout troop which should create a lot of local interest in this event plus another event at Wolf Creek Park will be a car show on June 21st. The Council and Staff discussed the event request in detail with Jones with no action taken.

Follis opened the floor for discussion with respect to the bid proposal for Solid Waste Collection and Disposal Services and authorization to proceed with the solicitation of bids. Keefer reported that the current agreement with Bernice Sanitation expires on June 30, 2014. Hence, it is time again to take bids proposals for this service. Keefer presented a draft bid proposal document for this project for the Council to review. The primary provisions are as follows:

* Term of the agreement is for one (1) year with three (3) year renewable options.
* Includes the provision to provide an annual spring clean up with the cost to be broken out on the bid sheet.
* Includes an alternate bid to provide a non-curb recycling program.
* Notes that the monthly GMSA fee will be $1.00 per customer. The current fee is $0.75 per month and covers the billing costs. Staff is proposing that the revenue generated by the additional $0.25 be transferred to the City’s General Fund to assist with costs related in administering this agreement, and.
* It identifies the City and GMSA facilities that are to be provided collection services at no cost to either entity.

Wayne Crouse – Owner and Operator of Bernice Sanitation addressed the Council to report that the recycling center should be up and going within 30-45 days. Bottoroff reported that there has been a minor change in regards to Paragraph #9 to indicate that “…*The exclusivity does not include the collection and removal of construction debris placed in containers that are larger than six (6) cubic yards…*” Crouse noted that should read eight (8) cubic yards not six (6). Crouse entertained questions, comments and concerns from the Council and Staff, and heard public comments from:

* Judith Read, and
* Bill Miller

Trumbull made the motion to approve the bid proposal for Solid Waste Collection & Disposal Service and to authorize the Staff to proceed with the solicitation of bids with the amendment to Paragraph 9 to read eight (8) cubic yards instead of six (6) cubic yards. Seconded by Dyer. AYE: Trumbull, Nielsen, Dyer and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to a loan agreement with the Grove Municipal Airport Managing Authority for matching funds for the terminal project. Keefer reported that he has supplied the Council with a copy of the proposed agreement with the Grove Municipal Airport Managing Authority for the $200,000 loan for the new terminal building. Keefer noted on some of the key components of the proposed agreement:

* The loan will be paid back annually from funds that would have normally been paid to Airport for operation and maintenance.
* The loan will have a 2% interest charge.
* GMAMA will provide quarterly financial statement for the City’s review.
* Shortfalls in their funding for the day to day operations will be the responsibility of the Airport to be covered by either fee/rate increases or reductions in expenditures.
* Provide for additional debt payments based upon revenue and yearend cash balances.

Keefer added that this would be an 8.5 year loan with an annual payment of $25,605.60. Berwin Kock – Chairman of the Grove Municipal Airport Managing Authority addressed the Council to respectfully request the revision of section TERMS – Paragraph 4 pertaining to the sentence that read “… it will be the responsibility of GMAMA to *increase rates and fees for services* at the airport…” Kock strongly suggested that the Council consider a small revision of those few words. The Council and Staff discussed the revisions in detail and indicated no problems with the sentence revisions as follows:

“…~~increase~~ ~~rates~~ ~~and~~ ~~fees~~ ~~for~~ ~~services~~ generate new revenues at the airport…”

The Council entertained questions, comments and concerns from:

* Larry Hestand, and
* Joe Nowlin

Dyer made the motion to approve the loan agreement with the Grove Municipal Airport Managing Authority for matching funds for the terminal project as presented and amended. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to approval of a Resolution scheduling Public Hearings for April 15, 2014 at 6 PM to take input on whether various structures should be declared dangerous and unsafe and ordered to be repaired or demolished. Bottoroff reported that per the Oklahoma State Statute a Public Hearing must be held before the governing body to determine if a building is dilapidated and has become detrimental to the health, safety or welfare of the general public and the community. A separate hearing will be held for each of the following described properties:

* 104 N Main Street
* 212 W 5th Street
* 1654 Charles Street
* 1565 110th Street

Trumbull made the motion to approve the Resolution scheduling Public Hearing(s) for April 15th at 6:00 PM. Seconded by Dyer. AYE: Trumbull, Nielsen, Dyer and Follis. NAY: None. Motion carried.

Follis then opened the floor for discussion with respect to an Agreement with the YMCA to use the City Pool for Swimming Lessons and Water Aerobic Classes. Bottoroff reported that the City has received a request from the YMCA to enter into an agreement to use the city pool for the 2014 season to conduct swimming lessons and water aerobics. This type of agreement between the City and the YMCA has been a successful partnership in previous years; providing opportunities for Grove residents of all ages. Swim Director, Daniel Hocker was present to entertain questions, comments and concerns from the Council and Staff. Nielsen made the motion to approve the agreement with the YMCA as presented and discussed. Seconded by Dyer. AYE: Trumbull, Nielsen, Dyer and Follis. NAY: None. Motion carried.

Dyer made a motion to approve a Resolution amending several sections of the City of Grove Municipal Pool Policy. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to an Ordinance amending Part 14, Streets and Public Works, Chapter 1, Section 14-101 of the Code of Ordinances of the City of Grove, Oklahoma. Bottoroff reported that per the current code, the lowest branches and foliage on trees and shrubbery are currently allowed no lower than 10’. This height is too low for some recreational vehicles and emergency vehicles to pass under. Increasing the lowest height to 14’ is proposed. In addition, the current code does not address the responsibility of the property owner to maintain the right-of-ways and easements, the amendments to the code places the responsibility of maintaining the right-of-ways and easements on the property owners of abutting property. Trumbull made the motion to approve the Ordinance as presented amending Part 14, Streets and Public Works. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer and Follis. NAY: None. Motion carried.

Dyer made a motion to approve a Resolution amending Section 1-5.3 Drug Screens and Section 2-17 Workers' Compensation of the City of Grove's Personnel Policies and Procedures Manual. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer and Follis. NAY: None. Motion carried.

Trumbull made the motion to approve a Resolution amending the City of Grove's Substance Abuse Policy. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

**CITY MANAGERS REPORT**:

Keefer respectfully asked Bower to update the Council on the Harbor Road resurfacing project. Bower indicated that the crews will persistently work through the evening until they complete the overlay on both sides of the road. Bower added that as of 4:00 this afternoon they were at Maple Street. The crew still has to come back and feather in some side streets and parking lots. Bower noted that the stripping is not included in the construction bid that the City will have to seek quotes on that project.

Keefer reported to the Council on the following cost totals associated with the snow and ice removal this past winter months:

* Street crews worked a total of 905 regular hours & 291.5 hours of overtime for a total labor cost of $23,068.
* Approximately 675 hours of equipment time at a cost of $47,025, which included trucks, plows, salt & sand spreaders, grader, backhoe and loader.
* The city purchased over $10,000 in salt and sand and spent another $3,863 for replacement blade tips for snow plows, the grader, etc.
* Total snow and ice removal expenses for the Street Department was right at $84,000

Dyer asked for clarification on the new “WELCOME TO GROVE” sign. Bottoroff reported that the Buildings & Grounds has been working on that project and that they are proposing it to be erected at the “Y” intersection of Highway 59 and O’Daniel Street. This is a budgeted line item in the 2013-2014 B&G Capital budget.

**EXECUTIVE SESSION**:

At 7:26 PM Devitt made the motion for the Council to recess into Executive Session to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, pursuant to Title 25 O.S. Section 307.B.1; City Manager - Bill Keefer. Seconded by Dyer. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

At 8:56 PM Nielsen made the motion for the Council to come out of Executive Session with no action taken. Seconded by Devitt. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Discussion and/ or action regarding the above-mentioned agenda item. No action taken.

**WARD REPORTS**:

Follis presented a Plaque to the City from the Grand Lake Association in appreciation for being a fishing tournament partner in the Extravaganza (World’s Biggest Tagged Bass Event) scheduled for April 1-May18, 2014.

Nielsen reported that he has heard good comments on the Harbor Road project.

Dyer questioned if the City was going to replace the missing crosswalk signs. Keefer indicated that the Staff has ordered one replacement at a cost of $650 each.

Devitt apologized for his tardiness to the meeting, and expressed his appreciation to the crews for the hard work on Harbor Road.

At 8:57 PM Devitt made the motion to adjourn. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.