**GROVE CITY COUNCIL**

**REGULAR MEETING**

**TUESDAY, JULY 15, 2014**

**6:00 PM**

The Grove City Council met in regular session on Tuesday, July 15, 2014 at 6:00 PM with Mayor Marty Follis presiding. Members present were Ed Trumbull, Don Nielsen, Marty Dyer and Ivan Devitt. Also present was City Manager, Bill Keefer; Attorney, Brandon Watkins; Assistant City Manager, Debbie Bottoroff; City Treasurer, Lisa Allred and City Clerk, Bonnie Buzzard.

**PUBLIC COMMENTS**:

Darrell Mastin addressed the Council to report on the recent July 3rd celebration event, and to express his personal thanks to the following individuals for their help and assistance to make this event a success again this year:

* City Council
* Bill and Peggy Miller
* Public Works Director, Jack Bower
* Buildings & Grounds Supervisor, Craig Criger
* Wayne & Cola Crouse (and their son-in-law)
* Delaware County Emergency Management, Robert Real
* Fire Chief, Mike Reed and the Grove Fire Department
* Sergeant, Jerry Bohannan and the Grove Police Department
* Grove EMS Services, and Jeff Dozier
* Grove Public School (for the school buses used for shuttling)

Mastin presented a refund to the City of Grove in the amount of $4.20.

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

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

Follis opened the floor for discussion regarding a Resolution scheduling Public Hearings for August 5, 2014 to determine whether five properties have become detrimental to the health, safety and welfare of the general public and the City of Grove. Bottoroff reported that of the five (5) properties listed the following three properties have had action taken to cause them to be re-considered:

* 316 South Spring Street – Bottoroff indicated that project is now and can be removed from the list of properties for dilapidation.
* 717 South Spring Street – Bottoroff reported that this property has recently sold and that the City has to restart the process over again with the new owners.
* 129 W 3rd Street – Bottoroff indicated that the property owner has started working with an architect on this structure, but was told that his property will remain on the list for Public Hearing before the City Council on 08-05-14, and that he would need to be there at that time to present his case before the Council.

Bottoroff added that the two properties would be removed from this Resolution. Dyer made the motion to approve the Resolution scheduling a Public Hearing for August 5, 2014 to determine whether three (3) properties have become detrimental to the health, safety and welfare of the general public and the City of Grove as presented and amended by Bottoroff. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to approval of a Resolution scheduling a Public Hearing on August 19, 2014 for 112 N. Mill Street to determine whether this property is detrimental to the health, safety and welfare of the General Public and the City of Grove. Nielsen made the motion to approve the Resolution scheduling a Public Hearing on August 19, 2014 for 112 N. Mill Street to determine whether this property is detrimental to the health, safety and welfare of the General Public and the City of Grove. Seconded by Devitt. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to approval of a request from Roy Medlin for a 30 day time extension for an Administrative Order for demolition of dilapidated structures located at 2124 Highway 59 North. Bottoroff reported that the City Council held a public hearing on this property and approved an Administrative Order requiring the property owner to obtain a remodel permit by June 6, 2014 and remove the structure by July 6, 2014. Medlin obtained a demolition permit on June 12th, but to date the project is not complete. Medlin has advised the Staff that he had been working on removing the brush and keeping the grass mowed, plus he was working with a contractor to raise and stabilize the roof and walls to allow access to remove the items stored inside the structure. The Staff informed Medlin that if the structure was not removed by the July 6, 2014 deadline, he would be required to come before the City Council and request an extension of time to complete the project. Medlin addressed the Council with a detail outlined plan on how he proposes to get this project up to code. Medlin asked for a 90 day extension, and in that tie he agreed to complete the following:

* Clean up a lot of the brush and miscellaneous items with the first 30 days, and work on cleaning out the buildings
* Repair the West end of the building where the roof is intact for storage, and
* Hope to have buildings emptied and completely down within the 90 days.

The Council discussed the realization with Medlin on getting this project done within the stated time frame of 90 days. Medlin assured the Board that he could possible get most of this completed within that time. The Council entertained questions, comments and concerns from the Staff and Medlin. Follis made the motion to approve a 30 days extension after such time the property substantial progress is to be reviewed by the Staff for consideration for any further extension of time. Seconded by Dyer. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to hiring an Engineer to prepare the Pavement Management Plan as provided for in the 2014/2015 City Capital Budget. Keefer reported that included in the 2014-2015 City Capital budget are funds to prepare a Pavement Management Plan for all streets and roadways within the City of Grove. The plan will provide a guide and a tool for objectively prioritizing and scheduling future repairs and maintenance for our streets. Keefer mentioned that the Staff would like to get started on this project and requests direction in regards to the selection of an engineer to prepare the plan. The options are to proceed with Rose & McCrary based upon their scope of service and their cost estimate of $158,125 or solicit statements of qualifications/proposals from other engineering firms. The Staff entertained questions, comments and concerns from the Council in regards to the soliciting / selection process for engineering qualifications for this project. Watkins reported that if the Council chooses to table this matter he would be glad to research the process for RFQ’s (Request for Qualifications) and the proper process it takes to complete. The Council agreed to table this item to allow the City Attorney time to review the process of soliciting RFQ’s.

Follis opened the floor for discussion with respect to an Agreement with Grand Lake Association for fishing tournament promotion and development. Keefer reported that this agreement with GLA outlines the duties of GLA in regards to scheduling fishing tournaments and provides for the City to reimburse GLA for fees and incentives that were previously approved and provided for in the City’s budget in a cumulative amount not to exceed the budget for fishing tournaments. Dyer made the motion to approve the agreement with GLA as presented and discussed. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to Part 4, Chapter 1 Animals; in particular Section 4-113 of the Code of Ordinances of the City of Grove, Oklahoma. Keefer reported that despite several efforts to inform the public, the response to this Ordinance was very poor. The City sold 190 licenses from July 1, 2013 to June 30, 2014 (179 spayed/neutered and 11 non- spayed/neutered) and has sold 27 renewals for the new fiscal year. These numbers represent only a small percentage of pet dogs and cats that reside within the City limits of Grove. Sadly a significant percent of the licenses that were sold last year were a result of various animals’ citations and were required through Municipal Court. Therefore; in an effort to encourage the purchase of animal licenses, Staff would recommend that the Council review and discuss revising the fee structure. Animals that are spayed or neutered should continue to receive a discounted license fee (i.e. $5.00 for spayed / neutered animals and $10.00 for non spayed / neutered animals. The Council entertained questions, comments and concerns from the Staff and:

* Judith Read
* Peggy Miller

Police Chief, Mark Morris indicated that he has several other concerns with this Ordinance that he would like to see re-addressed. Devitt made the motion to authorize the Staff to revise Part 4, Chapter 1 Animals; in particular Section 4-113 of the Code of Ordinances as discuss for a proposed Ordinance for possible consideration at the next meeting. Seconded by Dyer. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Nielsen made the motion to approve a contract with Langley & Littlefield, PLLC for the audit services for the year ended June30, 2014. Seconded by Dyer. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the bid(s) received for gasoline/diesel supply for the 2014-2015 fiscal year. Vehicle Maintenance Supervisor, Dale Younger reported via Memo to the council that the Staff advertised for bids for this item and received only one bid from Lakeland Petroleum of Grove, Oklahoma at $.05 cents per gallon over cost. The bid met all required specifications, and based upon their record of customer service and support, it is Staff recommendation that this bid be accepted. Devitt made the motion to award the fuel bid to Lakeland Petroleum for the 2014-2015 fiscal year. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis then opened the floor for discussion with respect to the bid(s) received for limestone base rock and other filled material(s) for the 2014-2015 fiscal year. Bower reported that the Staff advertised for sealed bids for this project and received the following bid(s):

1. Kemp Stone – Fairland OK
   * Screenings $ 5.50 per ton
   * ¾ “ crusher run $ 6.40 per ton
   * 1 ½” crusher run $ 6.25 per ton
   * Type ‘A” aggregate base $ 6.75 per ton
   * 6” rip rap $10.25 per ton

Bower reported that it is Staff recommendation to award the bid to Kemp Stone of Fairland, OK. Nielsen made the motion to award the bid to Kemp Stone for limestone base rock and other filled materials upon recommendation from the Staff. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follies at last opened the floor for discussion with respect to the bid(s) received for asphaltic materials for the first half of the fiscal year ending on December 31, 2014. Bower reported that the Staff advertised for bids for this supplier and received the following bids:

1. Swift Construction Company, Inc.:
   1. 1999 ODOT Specifications:
      1. Type A Hot Mix F.O.B. $No Bid per ton
      2. Type B Hot Mix F.O.B. $56.79 per ton
      3. Type C Hot Mix $61.27 per ton
   2. Pro-Line Cold Mix Asphalt
      1. Bulk $85.00 per ton
      2. 10# bags $No Bid per bag
2. Longan Construction Company:
   1. 1999 ODOT Specifications:
      1. Type A Hot Mix F.O.B. $51.50 per ton
      2. Type B Hot Mix F.O.B. $57.50 per ton
      3. Type C Hot Mix $62.50 per ton
   2. Pro-Line Cold Mix Asphalt
      1. Bulk $98.50 per ton
      2. 10# bags $No Bid per bag

Bower added that it is Staff recommendation that the Council accept both bids with Longan being the primary supplier of hot mix Type B&C, and the secondary supplier being Swift Construction depending upon availability. Bower entertained questions, comments and concerns from the Council. Devitt made the motion to approve Staff recommendations and accept both bids with Longan being the primary supplier of hot mix Type B&C, and the secondary supplier being Swift Construction depending upon availability. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

**WARD REPORTS**:

Trumbull once again suggested that the City Council and Staff start discussion regarding soliciting donations for the annual City of Grove ‘4th of July’ celebration event.

Follis expressed thanks to the Millers for the use of their RV for the 4th of July celebration event.

Follis asked for an update on the locks for the parking lot lights at Wolf Creek Park. Keefer reported that Buildings & Grounds Superintendent, Craig Criger is researching that project and will report on any updates.

Dyer reported that while coming back into Grove late the other night, he was stopped by one of the local Grove Police Officer, and that he was very professional and friendly.

Devitt asked for the process procedure on the placement of a ‘Stop Sign’ at Harbor Road and S 595 Road. Devitt added that he has driven that area and that the line of site is rough. Bower indicated that he would have to go out and assess that area.

**EXECUTIVE SESSION**:

Follis announced that there are no further negotiations to discussion with respect to an Executive Session pertaining to the Fraternal Order of Police - Grand Lake Lodge No. 171. No action taken.

At 7:26 PM Devitt made the motion to adjourn. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.