

**GROVE CITY COUNCIL  
REGULAR MEETING  
TUESDAY, MARCH 15, 2016  
6:00 PM**

The Grove City Council met in regular session on Tuesday, March 15, 2016 at 6:00 PM with Mayor Marty Follis presiding. Members present were Ed Trumbull, Don Nielsen and Ivan Devitt. Member Marty Dyer was absent. Also present was City Manager, Bill Keefer; Attorney, Darren Cook; Assistant City Manager, Debbie Bottoroff; City Treasurer, Lisa Allred; Public Works Director, Jack Bower and City Clerk, Bonnie Buzzard.

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

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

Follis opened the floor for discussion with respect to an Adoption Agreement with the International City Manager Association Retirement Corporation (ICMARC). Allred reported that the city had a previous City Manager that was in this plan per his contract, and that even though this only pertains to one previous employee that is retired, the city is required to adopt this agreement per the Internal Revenue Service and ICMARC. Allred fielded questions and comments from the Council. Trumbull made the motion to approve the Adoption Agreement with the ICMARC as presented. Seconded by Nielsen. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to request from the Grove Sun for a waiver of permit fee(s) for the 2016 Annual City Wide Garage Sale event scheduled for Friday, May 6<sup>th</sup> and Saturday, May 7<sup>th</sup>. Kaylea Hutson-Miller – Managing Editor of the Grove Sun addressed the floor to respectfully request that the City of Grove waive the garage sale permit fee for the people who participate in the 3<sup>rd</sup> Annual City Wide Garage Sale event. Hutson-Miller added that this event has grown each year, with residents preparing for it as early as March. The waiving of the fees is a way to encourage participation and create a tourism based event in Grove. Nielsen made the motion to approve the request from the Grove Sun to waive the permit fees for the 2016 Annual City Wide Garage Sale event as presented and discussed. Seconded by Trumbull. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.

Devitt made the motion to approve the Resolution amending the 2015/2016 City Capital Fund. Seconded by Nielsen. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to an agreement with the Oklahoma Department of Transportation for the Downtown Streetscape Project Phase II Project. Keefer reported that ODOT will be overseeing the bid process, project construction and project administration and inspection. In turn, this will include making payments to the contractor, etc. Keefer added that this project is funding by 80% federal funds with a 20% local match. Devitt made the motion to approve the agreement with the Oklahoma Department of Transportation for the downtown streetscape project. Seconded by Trumbull. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to a Resolution adopting the Dilapidated Building Policy. Bottoroff reported that the purpose of the policy is to establish a fair and equitable process in dealing with dilapidated buildings located within the city limits. This policy compiles with the procedures set-forth in the Oklahoma State statutes. Bottoroff suggested the following correction to the proposed Resolution prior to consideration from the Council:

- SECTION 4 – NOTICE: ...instructing the property owner to obtain a remodel permit or a demolition permit within ten (10) days of the notice, and that the building shall be repaired in a manner that is complaint with the city codes or the building shall be demolished and removed within thirty (30) days of the notice.
- Devitt questioned the word “*minimum*” as used on Page 3 in the Non-Compliance with Administration Order paragraph if it should read “*maximum*” of six (6) months. Staff agreed.

Devitt made the motion to approve the Resolution as presented, and amended. Seconded by Trumbull. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.

Follis then opened the floor for discussion with respect to an Ordinance amending Chapter 4, Section 17-402 of the Code of Ordinances of the City of Grove pertaining to sanitary sewer backflow prevention devices. Bottoroff reported that in 2014, OMAG, our liability insurance provider, suggested the City and GMSA implement a policy requiring property owners to install a backflow prevention device. The installation of such a device will minimize the number of sanitary sewer backflows. Bottoroff added that the GMSA Board met and approved the policy earlier today in their

meeting. Nielsen made the motion to approve the Ordinance as presented and discussed. Seconded by Trumbull. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to a Field Use Agreement with Grand Lake Soccer dba Grove Soccer Club. Bottoroff reported that the Grand Lake Soccer Club requested the following amendments to the original agreement:

- change the name to Grand Lake Soccer dba Grove Soccer Club
- add wording that allows GSC to seek reimbursement from the city for damages caused by city employees
- change the term of the agreement from six months to 12 months

Bottoroff added that the purpose of the agreement is to provide accountability to Grove Soccer Club for the use of the fields, plus it provided contact information, and verification for adequate liability insurance. Trumbull made the motion to approve the Field Use Agreement with Grand Lake Soccer dba Grove Soccer Club. Seconded by Nielsen. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.

Follis then opened the floor for discussion with respect to approval of the following property purchase documents related to Wolf Creek Park:

- Mutual Modification of Purchase and Sale Agreement.
- Release of Modification of Restrictions.

Keefer reported that several months ago, there was a question regarding some provisions / restrictions in the original land purchase agreement and related documents with Grand Lake Sunrise Village as it pertains to activities at Wolf Creek Park. In particular, there is a prohibition of overnight stays in the park for RV's unless they are part of a natural fishing tournament. Keefer noted that this issue along with noise relate to generator's used last fall during the GLA sponsored carnival. Keefer indicated that he has had conversations with the property owners, and that they have agreed to several revisions to the documents that would allow RV's to stay overnight when related events approved by the City as well as for the placement of carnival rides and generators 250' from the west property line of the park. Keefer entertained questions, comments and concerns from the Council and following individuals:

- Janice Reese
- Judith Read, and
- Shirley Allen

Keefer added that these two documents was prepared by City Attorney, Darren Cook. Keefer respectfully requested separate motions for each of the two items listed.

- Devitt made the motion to approve the Mutual Modification of Purchase and Sale Agreement as presented and discussed between the City of Grove and Grand Lake Sunrise Village. Seconded by Trumbull. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.
- Trumbull made the motion to approve the Release of Modification of Restrictions agreement as presented and discussed between the City of Grove and Grand Lake Sunrise Village. Seconded by Nielsen. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.

#### **CITY MANAGER'S REPORT:**

Keefer reported that the he has received numerous inquiries on acquiring one of the BASS Master Classic banners, the City will be asking for a \$50 donation for each banner on a first come, first serve basis. In turn, the donations that are received from the banners will be divided up and donated back to the organizations and groups that volunteered their time and efforts to assist with the Bass Master Classic. Keefer mentioned that the City will retain several of the banners for use at Wolf Creek and around the community. Keefer noted that some interest has been expressed that if the banners were signed by the tournament winner then they would pay \$100 per banner, so he has made some calls to see if that would be possible.

Keefer and Public Works Director, Jack Bower updated the Council on the ongoing water leak project.

#### **WARD REPORTS:**

Trumbull asked for an update on the proposed Disc Golf Course project. Keefer reported that it might be up and operating in late spring or early summer.

Follis asked for an update on the Wolf Creek Park dock(s) construction. Keefer reported that they should start construction on the mooring dock later this month and should be completed the end of April.

At 6:58 PM Devitt made the motion to adjourn. Seconded by Nielsen. AYE: Trumbull, Nielsen, Devitt and Follis. NAY: None. Motion carried.