

**GROVE CITY COUNCIL
REGULAR MEETING
TUESDAY, OCTOBER 3, 2017
6:00 PM
MINUTES**

The Grove City Council met in regular session on Tuesday, October 3, 2017 at 6:00 PM with Mayor, Ed Trumbull presiding. Members present were Josh McElhaney, Don Nielsen, Marty Dyer and Ivan Devitt. 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.

PUBLIC COMMENT:

Trumbull presented and read in it's entirety a Proclamation declaring October as "Dysautonomia" awareness month.

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

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

At 6:10 PM Dyer made the motion to open a final Public Hearing to receive public comments in regards to a structure(s) located at 502 & 504 S. Broadway that has been designated as a dilapidated structure and detrimental to the health, safety and welfare of the general public and the City of Grove. Seconded by McElhaney. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried. Proposed property owners, Jean Bohannan and Helen White addressed the Council to report that they are still working on the probate process, and in the mean time they are concentrating on working on one structure at a time. Bohannan reported that at this time they are working on clearing out 504 S Broadway, and then they plan on moving over to 502 S Broadway. Bohannan strongly indicated that it is the family intentions to demolish both properties but it is going to take a substantial amount of time to accomplish that task. Bohannan then indicated that it would be pressing to say when all of this could be done but they are working on it diligently. Bohannan respectfully requested that the Council allow them sufficient time to get both properties cleared and prepared for demolition. Trumbull questioned the family to ask of their intentions to remove the structures themselves or to contract it out by private contractor? Bohannan indicated that they would like to work that project by utilizing family members, but will have to evaluate that situation when the time comes. Bohannan indicated that she was unsure if they had the manpower within the family or not. Bohannan and White discussed possible dates with the Council and Staff in order to have this project prepared for demolition. At 6:22 PM Nielsen made the motion to close the Public Hearing. Seconded by McElhaney. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to an Administrative Order for 502 & 504 S Broadway establishing a timeframe to complete demolition of structures and cleanup of the property. Dyer made the motion to grant the proposed heirs of the property the following dates in order to complete each project:

- **504 South Broadway** – grant the proposed heirs until December 31, 2017 to commence demolition of the structure; complete the demolition, removal of debris, and fill & level the ground in a manner that is able to be mowed, and
- **502 South Broadway** – grant the grant the proposed heirs until February 28, 2018 to commence demolition of the structure; complete the demolition, removal of debris, and fill & level the ground in a manner that is able to be mowed.

Seconded by McElhaney. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried. Bohannan expressed her sincere thanks to the Council for their consideration, and assured them that they will continually work on this project as weather is permitting. Bohannan added that she will keep the Staff updated of any new developments or setbacks.

Trumbull announced that the Staff advertised for letters of application for appointment of Trustee(s) to the Zoning Board of Adjustments. The Staff received only one letter from Rollie Cornelson. Trumbull made the motion to re-appoint Cornelson back to the Board, and to authorize the Staff to re-advertise for the other vacancy. Seconded by Dyer. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull then announced that the Staff advertised for letter(s) of application for appointment of a Trustee to the Planning & Zoning Commission. The Staff received only one letter from Richard Cannon. Trumbull made the motion to re-appoint Cannon back to the Board. Seconded by McElhaney. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull then opened the floor for discussion with respect to a Resolution of the City of Grove, Oklahoma (The "City") approving the incurrence of indebtedness by the Grove Economic Development Authority (The "Authority") issuing its Promissory Note, Taxable Series 2017 (The "Note"); providing that the organizational document creating the authority is subject to the provisions of the indenture authorizing the issuance of said note; waiving competitive bidding with respect to the sale of said note and approving the proceedings of the authority pertaining to the sale of said note; approving and authorizing execution of an agreement of support; and containing other provisions relating thereto. Keefer reported that during the September 18th GEDA meeting action was taken authorizing Financial Advisor, Rick Smith to solicit bids proposals from financial institutions for the Promissory Note to purchase the property located along Highway 59 North. The bids proposals were received and a bid tabulations was prepared. Financial Advisor, Rick Smith addressed the Council to report that the following two bids proposals were received:

- BB&T Governmental Finance - Charlotte, NC - 3.45%
 - total interest cost: \$34,116.19
 - only allows for prepayment in whole on any date
- First National Bank - Grove, OK - 3.47%
 - total interest cost: \$34,313.96
 - allows prepayment in whole or in part on any date

Smith noted that with the difference of the two interest payment amount being under \$200.00, plus the variable repayment options it would be his recommendation to award the bid proposal to First National Bank @ 3.47%. Smith added that GEDA met earlier this afternoon and approved the Resolution as presented to them for the incurrence of indebtedness for this project. Smith then detailed the Council on the total outline options on the financing packet for this project:

- final debt service requirements from GEDA (security collateral - agreement of support from the City of Grove)
 - interest: \$34,313.96
 - total payment: \$529,313.96
- Estimated Issuance Components
 - bond counsel fee / expense
 - financial advisor fee / expense
 - bank counsel fee
 - trustee bank fee
 - rounding
 - total note amount \$495,000.00

Smith then entertained questions, comments and concerns from the Council and Staff. Devitt made the motion to approve the Resolution authorizing the incurrence of indebtedness by the Grove Economic Development Authority issuing its Promissory Note, Taxable Series 2017 as presented and discussed. Seconded by Nielsen. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: McElhaney. Motion carried.

Devitt made the motion to approve a Resolution amending the 2017-2018 Fiscal Year Budget for the City Capital Fund. Seconded by Dyer. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the bids received for 55 portable radios & 42 mobile first responder radios. Keefer reported that the City recently solicited sealed bids for mobile and portable digital radios and related equipment for the Fire and Police Departments. The funding for this equipment was provided for in both departments separately. The City received only one bid from Total Radio, Inc. in the amount of \$85,163.12. Keefer turned the floor over to Police Chief, Mark Morris who reported that the bid meets all specifications and bid requirements. Morris indicated that it is their plan to repurpose the old radios that are being replaced by disbursements to the volunteers, other department agencies of the City, and that some may be traded in at \$40 per unit. Total Radio was the only vender, and it would be his recommendation to award their bid. Morris entertained questions, comments and concerns from the Council and Staff. Dyer made the motion to approve the bid from Total Radio as presented and discussed. Seconded by Devitt. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the amended agreement with Delaware County School District # 2 for two (2) School Resource Officers. Seconded by McElhaney. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the Memorandums of Understanding with Monkey Island and Bernice Rural Fire Districts for 911 Dispatching Services. Seconded by McElhaney. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried. Keefer reported that the Council could possibly have more of these forthcoming in the future.

CITY MANAGER'S REPORT:

Keefer reported that he has no new information on the signage from ODOT.

Trumbull reported that he strongly supports the two OMAG Recognition programs pertaining to:

- ✓ Municipal Liability Protection Plan retention program that rewards communities for good claims experience and helping to control claims on a three years cycle with the potential of a reimbursement of up to 20% of premiums, and
- ✓ Recognition Program which rewards a community whose governing body “seeks to strengthen” municipal government and reduce claims through education and self-assessment.

WARD REPORTS:

McElhaney and Dyer expressed welcome to the new Executive Director of the Grove Chamber of Commerce – Donnie Crain.

EXECUTIVE SESSION:

At 6:53 PM McElhaney made the motion for the Council to recess into an 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 to include participation from Keefer. Seconded by Nielsen. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

At 7:11 PM Devitt made the motion for the Council to come of Executive Session with no action taken. Seconded by McElhaney. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion regarding the above-mentioned agenda item. Dyer made the motion to approve 2.5 % pay increase for the City Manager to be retroactive back to the first of July 2017, and to authorize the remaining balance of the funds in the fiscal year budget designated for the City Manager raise to be utilized for employee’s incentive programs. Seconded by Devitt. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

At 7:12 PM Devitt made the motion to adjourn. Seconded by Nielsen. AYE: McElhaney, Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.