

**GROVE CITY COUNCIL
REGULAR MEETING
TUESDAY, OCTOBER 17, 2017
6:00 PM
MINUTES**

The Grove City Council met in regular session on Tuesday, October 17, 2017 at 6:00 PM with Mayor, Ed Trumbull presiding. Members present were Josh McElhaney, Don Nielsen and Marty Dyer. Member Ivan Devitt 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.

Trumbull presented a plaque and Certificate of Appreciation to Employee of the Quarter – Jennifer (Jen) Harmon.

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

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

Trumbull opened the floor for discussion with respect to the acceptance of a Quit Claim Deed from SMU Properties (Ferra Aerospace) for a 0.94 acre parcel to be used for the F-4 Static Display. Keefer reported that one of the conditions that is set forth in the agreement with the Oklahoma State Agency for surplus property as it pertains to the acquisition of the F-4 Phantom, notes that the static display must be located on property owned by the City of Grove. Keefer added that initially, the static display was to be located on the airport grounds in proximity to the new terminal building. However, after additional discussion, the F-4 Project Group identified several other locations that would provide more visibility and a higher profile for the static display. After several conversations, Ferra Aerospace has agreed to donate a tract of property located directly east of their facility abutting Highway 10. Keefer again mentioned that the property must be owned by the City of Grove, and that Ferra is willing to deed that described piece of property to the City for the sole purpose of ‘housing’ the static display and under the condition that it will be deeded back to Ferra if for any reason that the aircraft is removed from the site. Ferra has agreed to continue to mow and maintain the property with the maintenance of the static display and related improvements relegated to the City through the F-4 Project Group. The Council entertained questions, comments and concerns from the following individuals:

- ✓ Pete Norwood
- ✓ Beverly Helms, and
- ✓ Dave Helms

Keefer added that an executed quit claim deed has been prepared and approved by Attorney Darren Cook, from Ferra Aerospace (SMU Properties) for a 0.94 acre parcel for the purpose of the F-4 static display. McElhaney made the motion of acceptance of a quit claim deed from Ferra Aerospace (SMU Properties) as described and presented. Seconded by Dyer. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried.

Dyer made the motion to authorize the Staff to prepare a petition to annex aforesaid property into the City limits. Seconded by McElhaney. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to improvements to the South City Hall parking lot as provided for in the 2017-2018 City Capital Fund Budget. Keefer reported that approximately 12 years ago, the City had a preliminary set of engineering plans prepared for this project but the cost exceeded the funding that was available for the project. The scope of the project only includes the South parking lot with the goal of replacing the West parking lot as part of next year’s budget. The preliminary cost estimate for the project is \$360,000 and includes the fees for engineering services. Keefer reported that the provided funds in the budget doesn’t include lighting, landscaping and site electrical improvements, which the Staff believes should be part of the project improvements and upgrade. Engineer, Tim McCrary of Rose & McCrary, P.C. addressed the Council to report that the scope of services agreement would include:

- ✓ Project design
- ✓ Preparation of plan documents
- ✓ Bidding services, and
- ✓ Construction administration

McCrary then detailed on the preliminary opinion of probable construction costs for Phase I of the City Hall Parking Lot Revitalization Plan, and then entertained questions from the Council and Staff.

Dyer made the motion to authorize the Staff to move forward with the project. Seconded by Nielsen. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried. McElhaney made the motion to approve the Engineering Services Agreement with Rose & McCrary for the South City Hall Parking Lot revitalization project. Seconded by Nielsen. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried.

Nielsen made the motion to approve a Resolution selecting Guy Engineering of Tulsa, OK as the Bridge Inspector to perform local government bridge safety inspections through ODOT. Seconded by Dyer. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried.

McElhaney made the motion to approve a Resolution amending Section 4-9 of the City of Grove Personnel Policy and Procedures Manual as it pertains to wearing seat belts while operating City and GMSA vehicles and equipment. Seconded by Dyer. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried.

McElhaney made the motion to approve a Resolution authorizing the application and execution of miscellaneous documents for the reimbursement through the Oklahoma Quality Incentive Act for the 2018 Bassmaster Elite Series Tournament to be held on Grand Lake and at Wolf Creek Park on April 26-29, 2018. Seconded by Dyer. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to bids for a used bucket truck as provided for in the 2017-2018 City Capital Fund Budget. Keefer reported that Vehicle Maintenance Superintendent, Dale Younger solicited bids for this used piece of equipment by legal publication and extended invitations to bids to a total of four vendors. Keefer noted that the Staff received only one bid from Utility One Source in the amount of \$58,500, which is within the budgeted purchase amount. Their bid is for a 2010 International 4300 Cab & Chassis with 53,179 miles. As per memo from Younger the vehicle meets all of the minimum specifications and is available for inspection and pick up. McElhaney made the motion to approve the bid from Utility One Source in the amount of \$58,500 for one used bucket truck. Seconded by Nielsen. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried.

McElhaney made the motion to approve the Memorandums of Understanding with Hickory Grove Fire Department for 911 Dispatching Services. Seconded by Dyer. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried.

CITY MANAGER'S REPORT:

Keefer reported that the heirs of the Gibson property has started demolition on one of the two structures along Broadway Street.

Keefer noted that the two structures located at 116 S. Main Street (Brush & Palette Club) and 17 W. O'Daniel Street (Village Barn) has been removed by demolition, and that the City has filed a lien on each of the properties in a total amount of \$32,000.

WARD REPORTS:

Dyer reported that he attended the Pelican Festival event out at Wolf Creek Park this past weekend, and that it was a great event and a great facility to host the event.

At 6:41 PM Dyer made the motion to adjourn. Seconded by Nielsen. AYE: McElhaney, Nielsen, Dyer and Trumbull. NAY: None. Motion carried.