

**GROVE CITY COUNCIL
REGULAR MEETING
TUESDAY, NOVEMBER 7, 2017
6:00 PM
MINUTES**

The Grove City Council met in regular session on Tuesday, November 7, 2017 at 6:00 PM with Mayor, Ed Trumbull presiding. Members present were Don Nielsen, Marty Dyer and Ivan Devitt. Member Josh McElhaney 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.

PUBLIC COMMENTS:

Mayor, Trumbull read in its entirety a letter of Honorable Recognition and presented a Certificate of Appreciation to Officers David McCracken (who was absent), Jeff Glenn, and Detective Sergeant John Morrow for their meritorious service in the line of duty.

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

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

Devitt made the motion to authorize the processing of a one-time salary adjustment for full-time employees that are not eligible for longevity pay. Seconded by Nielsen. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to an Ordinance annexing a tract of land owned by the City of Grove into the city limits. Keefer reported that during the last meeting the Council took action on a Quit Claim Deed from SMU Properties/Ferra Aerospace for the donated property for the placement of the F-4 Phantom aircraft. Keefer added that the Council all signed a petition of annexation requesting that the described property be annexed inside the corporate limits of Grove. Bottoroff respectfully requested that if approve, the Council include in the motion that the property be annexed as Industrial-1 Zoning District. Dyer made the motion to approve the Ordinance as presented annexing the described property as Industrial-1. Seconded by Devitt. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried. Keefer then asked the committee to update the Council on the current status of the F-4 project. Dave & Beverly Helms reported on the following projects:

- ✓ Donations & Pledges
- ✓ Mounting Plates
- ✓ Trip back out to Holloman Air Force Base for miscellaneous equipment
- ✓ Estimated project arrival is between the first of February to the first of May

Trumbull then opened the floor for discussion with respect to a request from the Grove Chamber of Commerce to use the Convention and Tourism Bureau Logo as part of a Community Branding Program. Grove Area Chamber of Commerce President, Donnie Crain addressed the Council to report that he had recently attended a meeting of the Convention Tourism Board seeking permission to use their CTB logo, with some minor changes, for their new logo. It was the consensus of the Board to allow the Chamber to use the logo as the Grove brand upon approval from the City Council. Keefer reported that if the Council authorizes the usage that it be subject to entering into a licensing agreement with the Chamber that outlines the use(s) of the logo as well as protecting the trademark

with the State of Oklahoma. Devitt made the motion to authorize the Chamber of Commerce to use the CTB logo as presented contingent upon a letter of agreement outlining the use of the licensing agreement. Seconded by Dyer. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to approval of an Engineering Services Agreement with Garver, LLC for the replacement of a rotating beacon at the Grove Regional Airport. Airport Manager, Lisa Jewett addressed the Council to report that the current beacon is a 30 years old military beacon which is inoperable and cannot be repaired due to unavailability of parts. Jewett respectfully requested that the City Council, acting Sponsor of the grant project, approve Graver's Service Agreement that provides grant administration, design administrations and design observation services for the beacon. Jewett added that upon complete installation of the new beacon, the Airport Board will declare surplus on the old beacon and advertise it out for bids. Dyer made the motion to approve Engineering Services Agreement with Garver, LLC for the replacement of beacon at the Grove Regional Airport. Seconded by Nielsen. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve the Federal Aviation Administration 2018 Airport Capital Improvement Plan for the Grove Regional Airport. Seconded by Devitt. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Nielsen made the motion to approve a Management Agreement with DOC Services, Inc. to serve as Facilities Manager at the H.K. Logue Senior Center. Seconded by Dyer. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve a Memorandum of Understanding with the Delaware County Health Department for use of the Grove Civic Center during emergencies and disasters. Seconded by Dyer. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to approval of the proposed list of street repairs for the 2017-2018 Annual Street Repair Program. Keefer reported that he has placed in the packet a list of proposed street repairs for the 2017/2018 street repair program. The list is based upon the five year project list that was identified in the Pavement Management Plan and a budget of \$1 million that includes funding for both engineering services and construction. Keefer indicated that unless additional funds are identified for the annual street repair program, the list of recommended annual projects in the Pavement Management Plan will continue to fall behind and have to be pared down each year making the five year plan in actuality a 7-9 year plan. Vice-President, Jim Hemphill of Poe & Associates, Inc. addressed the Council to entertain questions, comments and concerns from the Council and Staff. Devitt made the motion to approve the 2017-2018 Annual Street Repair Program as presented and discussed. Seconded by Dyer. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve an Engineering Services Agreement with Poe & Associates for the 2017-2018 Street Repair Program. Seconded by Devitt. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Nielsen made the motion to approve Change Order # 2 for the 2016-2017 Street Repair Project for an increase total amount of \$1,836.68. Seconded by Dyer. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Nielsen made the motion to approve the Acknowledgement of Notice of termination of lease from Trinity Baptist Church for city owned property located at 206 Elk Street. Seconded by Dyer. AYE: Nielsen, Dyer and Trumbull. Devitt abstained. NAY: None. Motion carried.

Devitt made the motion to approve a new lease agreement with Grace Presbyterian Church for use of the city owned property located at 206 Elk Street. Seconded by Dyer. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve a Resolution amending Section 2-5.1 of the City of Grove's Personnel Policy and Procedures Manual in regards to accrual of vacation leave. Seconded by Devitt. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the bids for roof repairs to several city owned facilities. Trumbull announced that he has a working relationship with one of the companies in which a bid was received, and that he would be abstaining from voting on this item. Bottoroff reported that the Staff advertised for these projects and that the following bids were received:

- Betty Foster Roofing \$63,000.00
- Al-Co Roofing \$44,560.00
- Arrowhead Roofing \$37,800.00

Bottoroff added that all bids were responsible bids, and it is Staff recommendation to award Arrowhead Roofing as the low bid in the amount of \$37,800. Devitt made the motion to award the project bid to Arrowhead Roofing as presented. Seconded by Dyer. AYE: Nielsen, Dyer and Devitt. Trumbull abstained. NAY: None. Motion carried.

Dyer made the motion to approve a Resolution amending the policy guidelines for CPR training by the Grove Fire Department. Seconded by Nielsen. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve a Memorandum of Understanding with the Butler Fire Department for Rural Fire Districts 911 Dispatching Services. Seconded by Devitt. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

CITY MANAGER'S REPORT:

Keefer reported that the City received approval from ODOT for the placement of two additional parking stall along the South side of the first block of 3rd Street. Keefer mentioned that the City crews has completed that project using thermoplastic marking versus paint.

Dyer questioned that it appears in the City Managers memo that it is going to be the Staff recommendation not to extend the contract with Retail Strategies at the end of December. Keefer reported that is correct and added that it will be placed on the agenda for consideration in the near future.

Devitt asked for an update on the 'Truck Route' signage as previously approved by ODOT. Keefer mentioned that he hasn't heard anything from that project, and that he will follow up with ODOT on the status.

WARD REPORTS:

Devitt apologized for his absentee from the past meeting(s), but wanted to express his sincere thanks for all for the cards, prayers and phone calls he received during that of ailment.

At 7:02 PM Devitt made the motion to adjourn. Seconded by Nielsen. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.