

**GROVE CITY COUNCIL  
REGULAR MEETING  
TUESDAY, MAY 15, 2018  
6:00 PM  
MINUTES**

The Grove City Council met in regular session on Tuesday, May 15, 2018 at 6:00 PM with Mayor, Ed Trumbull presiding. Members present were Josh McElhaney and Don Nielsen. Member(s) Marty Dyer and 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.

**PUBLIC COMMENT:**

Mr. Darrell Mastin addressed the Council to report on the City of Grove Annual 4th of July event scheduled at the Wolf Creek Park for Tuesday, July 3rd. Mastin indicated that he has secured the entertainment the same as last year along with some new entertainer(s), is preparing to meet with the City Staff on getting the watermelons ordered, and vendors registered, and coordinating the traffic control with Police Sergeant, Bohannan. Mastin indicated no basic change in event from last year.

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

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

Trumbull announced that the Staff advertised for Letters of Application for Trustee to the Grove Public Library Board, and received only one letter of application from Jan Ditmore. Trumbull made the motion to re-appoint Ditmore back as trustee to Grove Library Board for an additional five year term. Seconded by Nielsen. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.

Trumbull then announced that the Staff advertised for Letters of Application for appointment of a Trustee to the Grove Municipal Services Authority, and that no letters of applications were received. Keefer announced that the Staff will re-advertise this position for appointment from the Council on a later date.

Trumbull opened the floor for discussion with respect to the bids to re-line the sanitary sewer service line at the Community Center / City Hall Facility. Keefer reported that the Staff advertised for bids, and that no bids were received. Keefer noted that this project is under the \$50,000 minimum cost for bid advertisement, therefore the Staff can accept proposals from vendors for approval. Keefer mentioned that he has visited Buildings & Grounds Superintendent, Craig Criger and he has arranged for a company to come and visit the site for a proposal. Keefer added that he would keep the Council updated on this project. McElhaney made the motion to authorize the Staff to proceed with proposals on this project. Seconded by Nielsen. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to approval of the following documents scheduling a Special Election to renew the 0.4% Sales Tax on August 28, 2018;

- Approval of an Ordinance of the City of Grove, Oklahoma (the “City”), amending Ordinance No. 474 of the City; providing the purpose of revenues and extending the termination date of an existing city excise tax (Sales Tax) of four-tenths of one percent (0.40%); providing for the effective date; providing that the balance of Ordinance No. 474 remains unchanged; providing that the provisions of this Ordinance are cumulative and in addition to any and all taxing provisions of other City ordinances; providing for severability of provisions; and containing other provisions related thereto. Keefer reported that this Ordinance amends the original Ordinance that implemented the 0.4% sales tax; sets forth the purpose of how the funds are to be used as previously approved by the City Council; extends the term of the existing 0.4% sales tax for 20 years through June 30, 2041; provides for an effective date of July 1, 2021; and notes that the balance of Ordinance #474 will remain unchanged. McElhaney made the motion to approve the Ordinance as presented. Seconded by Nielsen. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.
- Approval of a Resolution authorizing the calling and holding of an election in the City of Grove, State of Oklahoma (the “City”), for the purpose of submitting to the registered qualified electors of said City the question of approval or rejection of Ordinance No. 751 of the City, which amends Ordinance No. 474 of the City by modifying Section 3 of Ordinance No. 474 related to the purpose of the tax and Section 4 of the Ordinance related to the term of the tax, all as more specifically set out in Ordinance No. 751 of said City; and containing other provisions relating thereto. Keefer reported that this Resolution simply identifies the “Proposition” (ballot question) that is to be considered. McElhaney made the motion to approve the Resolution as presented. Seconded by Nielsen. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to approval of a final plat and dedication of Patricia Island Estates, Phase VIII-A. Bottoroff reported that plat was reviewed by Public Works Director, Jack Bower and by the Building Inspector, Calvin Igney with no significant findings. Bottoroff added that the Planning & Zoning Commission met and approved this plat for recommendation to the Mayor and City Council. Property Owner, Andy Stewart was present to entertain any questions, comments or concerns from the Council or Staff. Nielsen made the motion to approve the final plat and dedication of Patricia Island Estates, Phase VIII-A. Seconded by McElhaney. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the failure to comply with an Administrative Order for 131 S. Cherokee Street to remove junk, trash and debris. Building Inspector, Calvin Igney reported that he had visited with the property owner, Valerie Vitro a while back, and she indicated to him of her intentions to retire soon so he can start cleaning up the property. Igney added that no progress has been made on the property, and no other conversation from the property owner has been engaged. Bottoroff advised the Council of their option to issue an amended Administrative Order granting the property owner additional time to adhere to the Code of Ordinance requirement(s). McElhaney made the motion to grant the property owner until May 31<sup>st</sup> to have the trash, junk and debris from the property. Seconded by Nielsen. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.

Nielsen made the motion to approve a Resolution amending the 2017-2018 City General Fund and Capital Fund Budgets. Seconded by McElhaney. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to OMAG Claim # 204528-BD. Keefer reported that OMAG has reviewed the claim, and it is their recommendation for GMSA / City of Grove to deny the claim as presented. McElhaney made the motion to deny the claim upon recommendation from OMAG. Seconded by Nielsen. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.

McElhaney made the motion to approve a City Manager's employment contract with William (Bill) Keefer as presented. Seconded by Nielsen. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.

**CITY MANAGER'S REPORT:**

Keefer reminded the Council of the Tuesday, May 29<sup>th</sup> scheduled Special City Council meeting for presentation of the proposed 2018-2019 Fiscal Year budget.

Keefer added that the City recently took delivery of the kiosk to be used at the Tourism Center on I-44 outside Miami. Keefer added that the kiosk can be made mobile to relocate to other events.

**EXECUTIVE SESSION:**

Trumbull announced that in regards to any discussion and/ or action with respect to 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 Treasurer's Annual Evaluation be tabled for the next meeting. No action was taken.

McElhaney made the motion to adjourn. Seconded by Nielsen. AYE: McElhaney, Nielsen and Trumbull. NAY: None. Motion carried.