

**GROVE CITY COUNCIL  
REGULAR MEETING  
TUESDAY, JUNE 16, 2020  
6:00 PM  
MINUTES**

The Grove City Council met in regular session on Tuesday, June 16, 2020 at 6:00 PM with Mayor, Ed Trumbull presiding. Members present were Josh McElhaney, Matt Henderson, Marty Dyer and Ivan Devitt. Also present was City Manager, Bill Keefer; Attorney, Darren Cook; Assistant City Manager, Debbie Bottoroff; Public Works Director, Deric Douthit and City Clerk, Bonnie Buzzard. City Treasurer, Lisa Allred was absent.

Devitt made the motion to approve the minutes from the June 2, 2020 meeting. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

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

Trumbull opened the floor for a presentation by Laura Bergey with IBTS to give an update on the Comprehensive Plan Project. Bergey addressed the Council and Staff to report that this project experienced a minor set-back due to the COVID-19 pandemic but the visions and goals of the Land Use plan remains on schedule with a proposed completion date of December 2020. Bergey presented and laid out in detail the following project status:

- PHASE I – “Project Ignition” - complete
- PHASE II – “Vision Goals” - complete
- PHASE III – “Structure” - near completion
- PHASE IV – “Principles & Policies” – working phase should start around September & October
- PHASE V – “Action” – actual plan to start November or December

Bergey then introduced to the Council and Staff a contest that was utilized by of other communities’ comprehensive plan to solicit photographs from citizens that can be used in the plan documents. Bergey then entertained questions, comment and concerns from the Council and Staff, and that her presentation lasted for approximately 25 minutes. Keefer reported that this project will be going to the Planning and Zoning Commission at their next regular scheduled meeting in July. No action was taken.

Devitt made the motion to approve a Resolution adopting the 2020-2021 fiscal year budget. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to Resolution #20-011 Declaring a State of Emergency and Implementing Mandatory Emergency Provisions as amended adopting the Governor’s Open Up and Recover Safely Plan. Keefer reported that the Staff has created a report of “Guidelines to Re-Opening” for the following entities:

- Opening Front Desk / Foyer – July 6th
- Opening Room 6 – July 6<sup>th</sup>

- Public Officials
- Employees

Keefer added that he received an email from Project Director of DOCS Services, Inc. Misty Johnson outlining their guidelines to open the Grove Senior Center on July 6<sup>th</sup>. Devitt made the motion to extend the current Resolution until July 7<sup>th</sup>. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the following items related to the Airport Taxilane Project. Keefer reported that this is an ACIP project that is to be reimbursed at 90/10 through a grant from the FAA. Keefer added that this project was let out for bid and that the bids received far exceed the amount of funding available for the project. Project Engineer, Kelly Fincannon reported from the bid tabulation spreadsheet to say that the apparent low bidder was Pavecon, LTD - \$150,563.90 which showed discrepancy in calculating their bid, and that next low bidder was Hutchens Construction Company - \$242,747.35. Fincannon agreed that the bids for the full project scope far exceed the amount of funding available for the project. In turn, Fincannon re-evaluated the bids using the unit cost for each bidder and the lowered quantities to match the new scope of work (318 linear feet versus 875 linear feet) to calculate a new bid cost for each bidder. The low bidder for the full scope of work was Hutchens Construction and they remained the low bidder with the reduced scope of work as well. Fincannon added that he contacted each qualified bidder to review the change of scope and revised bids numbers and each agreed that it was acceptable to award the bid to Hutchens Construction. Therefore it is his recommendation that the Council award the bid to Hutchens Construction based upon the as bid unit cost and reduced quantities.

Keefer then reported that due to the funding constraints and higher than anticipated constructions bids, the limits of the construction project was reduced in size therefore Olsson's time and efforts during the construction phrase has been reduced in size causing for an Amendment #1 Letter Agreement.

Construction Bids for the East Taxilane Reconstruction Project – Dyer made the motion to approve the amended low bid from Hutchens Constructions as presented and discussed subject to receiving the grant from the FAA. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Amendment # 1 to the Letter Agreement with Olsson, Inc. for Professional Services – Dyer made the motion to approve Amendment #1 Letter of Agreement from Olsson, Inc. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the new Lease Agreement with the Grace Presbyterian Church for use of the building located at 206 Elk Street. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the approval of a Sales Tax Incentive Agreement with Tennille Kent, dba The Party Station. Keefer reported that the Grove Economic Development Authority met and approved this agreement upon recommendation to the Mayor and City Council. Keefer announced that Tennille Kent is present to answer any questions. Devitt made the motion to approve the Sales Tax Incentive Agreement with Kent as presented. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve a Resolution amending the 2019-2020 City General Fund and City Capital budgets. Seconded by Devitt. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve an Engagement Letter with Dean Actuaries for Actuarial Services for the 2019-2020 Audit. Seconded by McElhaney AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the appointment of trustee to the Grove Public Library Board. Trumbull announced that this position was advertised and that only one letter of application was received from Betty Rowe who is currently serving on the Board. Trumbull made the motion to re-appoint Rowe as trustee to the Library Board and an additional term. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

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

Keefer announced that the bid opening for the Street Repair Pavement Program has been pushed back from July 1 to July 8 due to the legal publication notice with the Grove Sun did not meet the 21 day notification timeframe per the policy.

Cook reported that the Court of Civil Appeals of the State of Oklahoma upheld the District Court of Delaware County – Judge Denny ruling in regards to the Bobby G. Warden vs. City of Grove case. Cook announced that Warden has the option to appeal to the Supreme Court.

#### **WARD REPORT:**

McElhaney expressed thanks to the Staff for taking measurable consideration in preparing the guidelines to re-opening restrictions.

#### **EXECUTIVE SESSION:**

At 6:50 PM Devitt made the motion for the Council to recess into Executive Session for the purpose of discussing negotiations concerning employees and representatives of employees groups, pursuant to Title 25 O.S. Section 307.B.2. (Fraternal Order of Police - Grand Lake Lodge No. 171) to include participation from Bill Keefer and Debbie Bottoroff. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

At 7:31 PM Devitt made the motion for the Council to come out Executive Session with no action taken. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull announced that in regards to discussion with respect to Agenda Item E.1 as above-mentioned. No action taken.

At 7:32 PM Devitt made the motion to adjourn. Seconded by Henderson. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

