

**GROVE CITY COUNCIL
REGULAR MEETING
TUESDAY, JANUARY 19, 2021
6:00 PM
MINUTES**

The Grove City Council met in regular session on Tuesday, January 19, 2021 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; City Treasurer, Lisa Allred; Public Works Director, Deric Douthit and City Clerk, Bonnie Buzzard.

Devitt made the motion to approve the minutes from the January 5, 2021 meeting. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

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

Trumbull opened the floor for discussion with respect to review of Resolution #20-024 Declaring a State of Emergency and Implementing Mandatory Emergency Provisions as amended adopting the Governor's Open Up and Recover Safely Plan. McElhaney asked for a status update on the extension of the "Mask Mandate" ordinance. Trumbull reported that depending upon the reporting number statistics, he suggested that the Council invite Dr. Sam Ratermann and Dr. Kyle Schauf back before the Council with an update on the current state wide conditions of the Covid-19 pandemic. McElhaney questioned if any doctor could address the Council with their opinion? Trumbull encouraged McElhaney, as a Council Members to invite any doctor of his choice to the next City Council meeting. Dyer made the motion to extend the Resolution until the February 2, 2021 City Council meeting. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

At 6:08 PM Devitt made the motion to open a Public Hearing to take public comments regarding an application submitted by Herb Manning requesting a Special Use Permit to allow for an application to use the property located at 1401 Leisure Road as a vacation rental home. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Property Owner, Herb Manning addressed the Council to report that he was currently using this house as a rental, but had recently remodeled it and decided to market it as a Vacation Rental Home. Manning noted that that this is a 2,400 square foot home with a full walkout basement, and parking spaces for up to six vehicles. Manning added that this property will be functioning such as his other vacation rental cabins he has along Baycrest Ave. He only rents to 21 years of age or older, and that the renter(s) will be required to be the only occupants. The Council entertained comments of oppositions from the following individuals:

Jannette Swafford
Dustin Haffner

Bottoroff reported that of all the vacation rental homes currently licensed within the corporate limits of Grove, the City has only received one complaint from the surrounding neighbors, and that was due to the fact that the trash was placed out one day earlier than scheduled pick up, and that the situation was quickly rectified by the property owner. Manning entertained questions, comments and concerns from the Council.

At 6:17 PM Devitt made the motion to close the Public Hearing. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to a Resolution approving the Special Use Permit application for 1401 Leisure Road. Dyer made the motion to approve the application submitted by Herb Manning requesting a Special Use Permit to allow for an application to use property located at 1401 Leisure Road as a vacation rental home. Seconded by Henderson. AYE: Henderson, Dyer, Devitt and Trumbull. NAY: McElhaney. Motion carried.

Trumbull opened the floor for discussion with respect to a Resolution adopting the Principles and Policies Chapter as an element to the City of Grove's Comprehensive Plan update. Doug Moore with IBTS (Institute for Building Technology & Safety) addressed the floor to report that IBTS vision is to help identify the building blocks and later framework to help guide the municipality growth and development. The visions will help direct concerned efforts involving both public and private partnerships to shape and mold the City of Grove as the community progresses into the future. Moore then outlined the details that was previously presentation to the Council in earlier meeting(s). Moore reported that this is Phase III of the process, and that the Planning and Zoning Commission met and approved for recommendation to the City Council, and that he anticipates the final adoption of this project to be around April 2021. Moore then entertained questions, comment and concerns from the Council with no public comments heard. Devitt made the motion to approve the Resolution adopting the Principles and Policies Chapter as an element to the City of Grove's

Comprehensive Plan update. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the list of streets to be included in the 2020-2021 Street Repair Program (2020 Calendar Year). Keefer reported that the Staff has compiled a list of streets for the proposed 2020-2021 Street Repair Program. Keefer announced that the Staff is recommending to increase the annual budget program from \$1 million to \$1.1 million beginning with this project group. Keefer added that the proposed list is based upon the original five year program with the Pavement Management Plan, the PCI ratings for the streets, and a list of street concern from staff. Keefer noted that the Street Department will also be continuing their patching program this spring when weather permitting and asphalt is readily available. Project Engineer, Jim Hemphill was present to entertain any questions, comments and concerns from the Council and Staff. Devitt made the motion to approve the list of streets as indicated for the 2020-2021 Street Repair Program. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the Site Agreement with the MLFLW, LLC for the ABU Garcia College Fishing Championship to be held on Grand Lake and hosted by the City of Grove on March 3-5, 2021. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve a Resolution amending Article III of the Oklahoma Municipal Assurance Group Establishing Agreement. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to appoint Debbie Bottoroff as the City of Grove Representative to the Grand Gateway Economic Development Association Board for a one year term beginning on the 1st of February 2021. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

CITY MANAGER'S REPORT:

Keefer reported that the Administrative Order for the dilapidated structure located at 102 Lennel Street was to come back before the Council with an update on the status of the resolution of this matter. Upon discovery from Attorney, Cook it is his recommendation that the City start over on the process to abate the issues related to the roof due to clarification of proper ownership.

Keefer reported that the Staff has met with a property owner who is interested in developing a residential subdivision. The owner expressed concern that the cost associated with the curb and guttering improvements when coupled with other improvements would make the upfront costs to develop out of reach for the entry level housing market. Keefer added that there are some provisions within the state statutes pertaining to improvements districts that might be able to be applied to assist with the costs associated with infrastructure improvements. The Staff is researching this and whether this option would provide a means to assist with these costs. Keefer announced that he would keep the Council updated of any possible changes in the recent policy that was approved authorizing the City/GMSA assistance to the installation of water & gas lines.

WARD REPORTS:

McElhaney asked if it customary for the City to place information out on the website in regards to the upcoming City Council filings. Bottoroff reported that she will place all information available on the website for public awareness.

EXECUTIVE SESSION:

Trumbull opened the floor for discussion with respect to an Executive Session for the purpose of confidential communications between a public body and its Attorney concerning a pending investigation, claim, or action if the public body, with the advice of its Attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, pursuant to Title 25 O.S. Section 307.B.4. (Pending Litigation). Attorney Cook reported that he has had correspondences with Wheeler Real Estates Investment Trust in regards to their defaulted TIF district debt payment. Cook informed them of their obligation to make that payment, and that they respectfully requested additional time to follow up on that project. Cook noted that he would report back to the Council upon any new developments. No action was taken from the City Council.

At 7:00 PM Devitt 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 to include participation from Bill Keefer. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

At 7:43 PM Devitt made the motion for the Council to come out of Executive Session with no action taken. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to Agenda Item E.2 above. Keefer addressed the Council with a prepared statement that he read in its entirety, announcing his retirement effective as July 9, 2021. Keefer whole-heartedly expressed his appreciation to the City Council for allowing him to serve the City of Grove during his capacity as City Manager over the past 7 ½ years. Devitt made the motion to authorize the Staff to outline the process of advertising for 'Request For Proposals' for a consultant to assist the Council and Staff with the application / hiring process of a new City Manager. Seconded by McElhaney. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

At 7:55 PM Devitt made the motion to adjourn. Seconded by Henderson. AYE: McElhaney, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.