

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

The Grove City Council met in regular session on Tuesday, July 6, 2021 at 6:00 PM with Mayor, Ed Trumbull presiding. Members present were Steven Thomas, 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 and City Clerk, Bonnie Buzzard. Public Works Director, Deric Douthit was absent.

**PUBLIC COMMENTS:**

The family of Bill Keefer joined the meeting via zoom conference to express their wishes to him on his retirement.

Mayor, Ed Trumbull expressed his appreciation to Keefer for his dedicated 8 years of service to the City of Grove and added that it has been a pleasure working with over the years. Trumbull wished him the best of luck with his retirement.

Devitt made the motion to approve the minutes from the June 15, 2021 regular meeting as corrected. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the purchase order register. Seconded by Thomas. AYE: Thomas, 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. Trumbull reported that Delaware County has recently reported back up to the Orange Alert category and added that he has visited with Dr. Schauf in regards to the concerns with the increase in case numbers and the hospitalization. Devitt made the motion to extend the Resolution until the July 20, 2021 City Council meeting. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the bids for the 2021 Street Repair Program. Keefer reported that this is a \$1.2 million designated line item in the 2021-2022 Street Capital Outlay budget. The Staff advertised for this project and received the following four (4) bids:

- |                                     |                |                             |
|-------------------------------------|----------------|-----------------------------|
| • Emery Sapp & Sons, Inc.           | \$ 942,244.20  | Alternate #1 - \$408,671.23 |
| • Ellsworth Construction, LLC       | \$1,026,937.85 | Alternate #1 - \$378,850.40 |
| • Crossland Heavy Contractors, Inc. | \$1,084,000.00 | Alternate #1 - \$434,500.00 |
| • H&G Paving Contractors Inc.       | \$1,296,887.61 | Alternate #1 - \$520,233.76 |

Project Engineer, Jim Hemphill addressed the Council to report that the apparent low bidder was Emery Sapp & Sons in the amount of \$942,244.72 which is within the budget funding. Unfortunately, the additive alternate for Bay Crest is beyond the available budget, therefore, Hemphill recommends awarding the base bid only to Emery Sapp & Sons in the amount of \$942,244.70. Hemphill entertained questions and comments from the Council and Staff. Devitt made the motion to approve the recommendation from the Hemphill and

award the 2021 Street Repair Program low bid to Emery Sapp & Sons to the as presented. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the amendment to the Engineering Services Agreement with Poe & Associates for Construction Administration Services and Additional Design Services for the 2021 Street Repair Program. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve a Resolution scheduling a Public Hearing on August 3, 2021 as required by Oklahoma State Statutes to provide proper notice on the proposed annexation of tracts of land generally located along the US Highway 59 corridor between Sail Boat Bridge and North of the intersection of US Highway 59 and E. 250 Road (aka Tom Cat Corner), Grove, Oklahoma. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve a Resolution creating a Fire Safety Trailer Fund for the ongoing support of the new trailer and related educational programs. Seconded by Thomas. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the following Social Service Agency Agreements:

1. Grand Gateway Economic Development Association for the Pelivan Transit Services – Representative, Errin Clocker addressed the Council to update them on the new PICK transportation program which is a UBER program that was recently implemented as of June 1<sup>st</sup>. Clocker entertained questions, comments and concerns from the Council. Devitt made the motion to approve the agreement as presented. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.
2. Community Crisis Center, Inc. - Dyer made the motion to approve the agreement as presented. Seconded by Devitt. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.
3. DOC Services, Inc. for the Senior Meal Program at the Grove Senior Center - Thomas made the motion to approve the agreement as presented. Seconded by Devitt. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull then opened the floor for discussion with respect to the following Fishing Tournament Agreements:

1. Midwest Fish Tournaments for the Big Bass Bash to be held on May 21-22, 2022 - Devitt made the motion to approve the agreement as presented. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.
2. Nichols Marine Tournament Series for four (4) events in 2021-2022 - Devitt made the motion to approve the agreement as presented. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.
3. B.A.S.S. LLC for a BASS Nation Central region Championship Tournament to be held on May 4-6, 2022 - Thomas made the motion to approve the agreement as presented. Seconded by Devitt. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.
4. B.A.S.S. LLC for a BASS Nation Kayak Series Tournament to be held on April 23, 2022 - Devitt made the motion to approve the agreement as presented. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the final one-year extension of the Economic Development Agreement with the Grove Area Chamber of Commerce. Seconded by Thomas. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve a Letter of Engagement with Elfrink & Associates, PLLC for the year ending June 30, 2021 audit services. Seconded by Thomas. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve a Letter of Engagement with Allen, Gibbs & Houlik L.C. for financial statement services for the 2020-2021 fiscal year. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to authorizing the Fire Department to proceed with solicitation of bids and financing for a new Class A Fire Engine. Keefer reported that the Fire Department is requesting this authorization in order to move forward with soliciting bids and financing proposals for the purchase of a new fire engine. Keefer noted that the current budget supports a \$100,000.00 down payment for this new equipment plus an additional \$100,000.00 from the Delaware County Fire Fund leaving a project finance balance of \$400,000.00, and that the annual debt payments for the truck would be made from Grove's annual allocation from the Delaware County Fire Fund. Fire Chief, Mike Reed was present to entertain questions, comments or concerns from the Council or Staff. Devitt made the motion authorizing the Fire Department to proceed with solicitation of bids and financing for a new Class A Fire Engine as presented and discussed. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the OMAG Workers' Compensation Plan renewal, and to utilize the Escrow amount of \$3,839.00 as a credit towards the 2021-2022 premium for renewal. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull the opened the floor for discussion with respect to the following bids:

1. Gasoline and Diesel Fuel for the 2021-2022 Fiscal Year – Keefer reported that the Staff received only one (1) bid for this service from Lakeland/Cleveland Petroleum in the amount of \$0.10 cents per gallon over cost. This is the same company who has supplied the City fuel in the past. Dyer made the motion to approve the bid as presented from Lakeland/Cleveland Petroleum. Seconded by Devitt. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.
2. Limestone Base Rock and other filled materials as described for the Fiscal Year 2021-2022 – Keefer reported that the Staff received only one (1) bid for this item from Kemp Stone. Keefer noted that their unit price increased by \$0.25 per ton over last year for all items with exception to 6" rip rap which increased by \$0.50 per ton. Devitt made the motion to approve the bid from Kemp Stone as presented and discussed. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.
3. Single Supplier on Asphaltic Materials for the First Half of the Fiscal Year Ending December 31, 2021 – Keefer reported that in the past the City generally received two (2) bids for supplier of asphaltic material in which both bids were approved giving the City some flexibility if one is not operating their plant or a different type of asphalt is required. This year only one bid was received from APAC-Central, Inc. Dyer made the motion to award the bid to APAC-Central as presented. Seconded by Devitt. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to acceptance & approval of a grant offer through the Airport Coronavirus Relief Grant Program for the Grove Regional Airport and authorize the Mayor to be designated as the sponsor's authorized representative. Keefer reported that the Grove Regional Airport is in receipt of a \$13,000 grant offer through the FAA that is to be utilized to reimburse operational and maintenance expenses at the airport that occurred no earlier than 01-20-2020. Devitt made the motion to authorize the acceptance and approval of a grant offer in the amount of \$13,000 from the FAA – Airport Coronavirus Relief Grant Program as presented and authorize Mayor, Ed Trumbull to be the sponsor representative to execute the documents. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Dyer made the motion to re-appoint Suzanne Boles for a full term to the Board of Trustees for the Eastern Oklahoma Library System. Seconded by Devitt. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

**CITY MANAGER'S REPORT:**

Keefer reported that the transition to the new Bank of Grand Lake as the City of Grove banking institution will begin in July with the goal of having that process completed by August 1, 2021.

Keefer reminded the Council that the Air Evac will be providing a demonstration of their landing process and procedures for the air ambulance on Friday, July 9<sup>th</sup> at 9:00 AM. Representatives of the organization will be present to answer any questions.

Keefer then read a letter in its entirety expressing his appreciation to the City Council for their support in allowing him to serve as City Manager to the City of Grove for the past eight (8) years, and to the employees for their dedication and appreciation expressed towards him during his tenure. Keefer also extended his heartfelt appreciation to his family for their continual support.

**WARD REPORTS:**

Trumbull expressed thanks to the City Staff for their hard work in putting together another successful July 3<sup>rd</sup> celebration. Trumbull added that he heard no complaints from the public.

Thomas expressed his appreciation to Keefer for taking the time to show him around the city facilities and for setting his feet on the ground as a 'Newly Elected Official'.

Henderson expressed his appreciation to Emergency Management Director, Frank Close for his hard work in organizing the July 3<sup>rd</sup> event.

Henderson then expressed his appreciation to Keefer for his service to the City of Grove and wished him the best of luck with his retirement.

Dyer asked for a condition update on the city employees who recently contacted Covic-19. Keefer reported that they all should complete their quarantine this week and return back to work by the end of the week.

Devitt expressed his appreciation to Keefer and wished him the best of luck with his retirement.

Devitt reported that he received a thanks from the resident along 5<sup>th</sup> Street for the city's quick response to the drainage situation from the recent heavy rains.

Trumbull announced that in regards to an Executive Session for the purpose of conferring on matters pertaining to Economic Development, including the transfer of property, financing, or creation of a proposal to entice a business to locate within the jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business, pursuant to Title 25 O.S. Section 307.C.11. (Economic Development Proposal). No action needed.

At 7:25 PM Devitt made the motion to adjourn. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt and Trumbull. NAY: None. Motion carried.