

**GROVE CITY COUNCIL
REGULAR MEETING
TUESDAY, MAY 17, 2022
6:00 PM
MINUTES**

The Grove City Council met in regular session on Tuesday, May 17, 2022 at 6:00 PM with Mayor, Ed Trumbull presiding. Members present were Matt Henderson, and Ivan Devitt. Member(s) Steven Thomas and Marty Dyer were absent. Also present was City Manager, Debbie Bottoroff; Attorney, Darren Cook; City Treasurer, Lisa Allred; Public Works Director, Deric Douthit and City Clerk Bonnie Buzzard.

PUBLIC COMMENTS:

Lee Cathey, American Legion 178 Commander addressed the Council with the following update and schedule on the American Legion Flag Raising Ceremony:

- Date of ceremony - Tuesday, May 24th starting at 9:00 AM with the raising the flags
- F-4 Memorial Brick ceremony
- Pot Luck lunch @ the American Legion
- Grand Towing Firing Range
- Dinner @ Bella Donna's

Cathey understood that it is going to cost approximately \$3,000 for the closing of the southbound lanes of Sailboat Bridge. Cathey reported that he will visit with his Board and membership to see if the American Legion can help offset some of that cost. Bottoroff reported that the City will be contracting with an individual company to come in and fully conduct the detour message board and traffic flagging for this event at a total cost of approximately \$4,500.

Devitt made the motion to approve the minutes from the May 3, 2022 regular meeting. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Devitt made the motion to approve the minutes from the May 11, 2022 special meeting. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

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

Devitt made the motion to approve a Resolution amending the 2021-2022 City General and 2021-2022 City Capital funds as presented and discussed by Allred. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Trumbull opened the floor for discussion with respect to a Sales Tax Incentive application submitted by Anreana and Mark Paulson dba Grove's Royal Party & Gifts. Bottoroff reported that the Paulson's are new owners of the Royal Party & Gifts and are eligible to receive the sales tax incentive as per the GEDA approved Sales Tax Incentive Policy. Bottoroff added that this is a transfer of ownership with approximately 4 years of eligibility left on it. Devitt made the motion to approve the Sales Tax Incentive Agreement with Anreana and Mark Paulson dba Grove's Royal Party & Gifts as presented. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Devitt made the motion to approve a Resolution naming and dedicating the property where the F-4 Phantom Static Display is located 'American Legion Freedom Park'. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Trumbull opened the floor for discussion with respect to an agreement between the City of Grove and Dewberry Architects Inc. for Architectural Services pertaining to the Public Safety Facility. Bottoroff reported that Cook has been in contact with this company in regards to their agreement. Cook has reviewed the agreement in its entirety, and made corrections that were agreed upon by both parties. Henderson made the motion to approve an agreement between the City of Grove and Dewberry Architects Inc. for Architectural Services pertaining to the Public Safety Facility. Seconded by Devitt. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Devitt made the motion to approve an engagement letter with Allen, Gibbs & Houlik L.C. (AGH), for the year ending June 30, 2022 financial statements. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Trumbull opened the floor for discussion with respect to an amendment to the Letter of Intent entered into on November 4, 2021 between the City of Grove and Foraker Company, LLC for the purchase and development of the Grove Civic Center. Cook reported that both parties has agreed to extend the inspection period as described in Paragraph 5 of the Letter of Intent to extend to August 1st to await confirmation from all tenants of the new proposed complex with Foraker. Devitt made the motion to approve the Letter of Intent amendment between the City of Grove and Foraker as presented and discussed by Cook. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Trumbull opened the floor for discussion with respect to an Ordinance repealing and replacing Ordinance No. 611 regarding Part 17 – Utilities, particularly Chapter 1 Section 17-107, Abandoned Utility Services. Bottoroff reported that it was recently discovered that the Ordinance did not include natural gas as a utility service as mirrored in the GMSA Resolution. Devitt made the motion to approve the Ordinance as presented. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Trumbull then opened the floor for discussion with respect to an Ordinance establishing Grove Municipal Service Authority rates, deposit amounts, capital improvement fees, tapping fees, connect and disconnect charges, external work rates, return check and return automatic draft charges, convenience fees and refuse charges. Bottoroff reported that the GMSA Staff is recommending consideration for service fees increase due to the ongoing rising cost of parts and material. Bottoroff noted that the GMSA Board met earlier this afternoon and approved the fee increases as presented. Devitt made the motion to approve the Ordinance establishing the service fee increases for GMSA as presented and discussed. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Trumbull opened the floor for discussion with respect to an Ordinance amending Chapter 4, Construction within Rights-of-Way of the City of Grove Code of Ordinances. Bottoroff reported that this Ordinance pertains to access driveway standards and is transferring the driveway permitting process to the Street Department and the Public Works Director or his designee. They will be responsible for meeting with the contractor prior to any driveway work beginning at which time they could provide the contractor with clear instructions on how the driveway needs to be constructed to eliminate flooding and drainage issues. Devitt made the motion to approve the Ordinance as presented. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Trumbull again opened the floor for discussion with respect to an Ordinance amending Chapter 5 Section 5-5 Storage and Parking of Recreational Vehicles and Temporary Mobile Structures of the City of Grove Zoning Ordinances by adding regulations and designated locations of “Tiny Homes”. Bottoroff reported that the Staff is getting more and more questions in regards to the construction regulations of tiny homes inside the city limits, and currently there are no regulations on what type of tiny homes are allowed or where they can be located. Bottoroff noted that the proposed Ordinance identifies two (2) types of tiny homes and designated locations of each type. Devitt made the motion to approve the Ordinance as presented. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Trumbull opened the floor for discussion with respect to declaring certain item as surplus property and authorize staff to dispose of such items. Bottoroff reported that the Council previously approved a list of surplus items and since that time the Staff has unsurfaced additional items in preparation of the June 11th Surplus Action. Devitt made the motion to declare the items as surplus property and authorize Staff to dispose of by auction. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

Henderson made the motion to approve a Public Hearing for the City of Grove 2022-2023 budget for June 7, 2022 at 6 PM. Seconded by Devitt. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.

STAFF REPORT:

Bottoroff updated the Council on the Shundi bridge replacement, S 640 Road resurfacing projects. Delaware County and Mayes County will work with the City of Grove to provide trucks for hauling materials. The City will be responsible for the cost of materials and will provide employees to assist with both construction projects in order to minimize the labor costs. The cost estimate to resurface S 640 Road is \$160,000, and the cost estimate to widen and replace Shundi Bridge is approximately \$200,000 plus additional cost for a hydro study and acquisition of right-of-way. Mayes County is ready to get started as soon as possible. Bottoroff added that a Resolution supporting this project will be placed upon the June 7th agenda for consideration.

WARD REPORT:

Devitt congratulated Cook on his recent appointment to the Oklahoma Water Resource Board and announced that he attended his first meeting earlier today. Cook expressed his thanks.

Devitt also commended Douthit and his crews for their professionalism displayed on the recent city projects.

At 6:38 PM Devitt made the motion to adjourn. Seconded by Henderson. AYE: Henderson, Devitt and Trumbull. NAY: None, Motion carried.