

**GROVE CITY COUNCIL
REGULAR MEETING
TUESDAY, JULY 19, 2022
6:00 PM
MINUTES**

The Grove City Council met in regular session on Tuesday, July 19, 2022 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, Debbie Bottoroff; Attorney, Darren Cook; City Treasurer, Lisa Allred; Public Works Director, Deric Douthit and City Clerk Bonnie Buzzard.

Devitt made the motion to approve the minutes from the July 5, 2022 regular meeting. Seconded by Thomas. AYE: Thomas, Henderson, Dyer, and Devitt. NAY: None. Trumbull abstained. 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 accepting a grant from the Federal Aviation Administration (FAA) in the amount of \$3,222,000.00 to cover 90% of the cost for the Runway 18/36 Pavement and Lighting Rehabilitation project at the Grove Regional Airport; and authorize the Mayor and City Officials to execute all documents associated with the grant as needed. Airport Manager, Lisa Jewett and Project Engineer, Jeremy Wasilewski was present to entertain questions, comments, and concerns from the Council. Dyer made the motion to accept the grant from the Federal Aviation Administration in the amount of \$3,222,000.00 as presented and discussed. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to accepting a grant from the Oklahoma Aeronautical Administration (OAC) in the amount of \$179,000.00, to cover 5% of the cost for the Runway 18/36 Pavement and Lighting Rehabilitation project at the Grove Regional Airport; and authorize the Mayor and City Officials to execute all documents associated with the grant as needed. Devitt made the motion to accept the grant from the Oklahoma Aeronautical Administration as presented. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the Resolution amending the 2022-2023 Fiscal Year City Capital Budget as presented and discussed by Allred. Seconded by Thomas. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to awarding the construction contract to Emery Sapp & Sons, Inc. to Rehabilitate Runway 18/36 Pavement and Lighting project at the Grove Regional Airport to include the Base Bid, Alternate 2 and Alternate 5 in the total amount of \$3,383,199.03. Bottoroff reported that this project will include a 95/5 match grant from the City of Grove in the amount of \$179,000 which has been encumbered in the current budget. Thomas made the motion to award the construction contract to Emery Sapp & Sons, Inc. as presented and discussed. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to Change Order No. 1 for the Rehabilitate Runway 18/36 Pavement and Lighting project at the Grove Regional Airport. No discussed was

entertained. Dyer made the motion to approve Change Order #1 as presented. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

Henderson made the motion to approve Amendment No. 1 to the Olsson Letter Agreement for Professional Services for the Rehabilitate Runway 18/36 Pavement and Lighting project at the Grove Regional Airport. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to an Ordinance amending Chapter 5-13 Vacation Rental Homes of the City of Grove Zoning Ordinances by removing the Special Use Requirement and creating Neighborhood Density Regulations for properties located in:

Residential Estates (RE-1), and
Single Family Residential Zoned Districts (R-1S) (R-1)

Bottoroff reported that the Planning & Zoning Commission met and approved the proposed Ordinance upon recommendation to the Mayor and City Council that included the following:

Removal of the Special Use Permit requirements – Bottoroff noted that this item was voted on separately and passed by a vote of 3-1 therefore motion carried, and

Adding Neighborhood Density Regulations – This item was voted upon separately and failed by a vote of 2-2.

Bottoroff then reported that the following amendment was later added to the proposed Ordinance by the Staff for recommendation:

AGENCY/LOCAL CONTACT PERSON – Paragraph C

Upon a VRH permit being issued and prior to any guests occupying the VRH, it shall be the responsibility of the VRH owner to provide residents within three-hundred feet (300') of the VRH property the following:

1. A completed copy of the VRH Information Form.

2. A copy of the Procedures and Guidelines for VRH Complaints.

Both forms will be provided by the City of Grove. Failure to provide both forms to the neighboring residents prior to any guests occupying the VRH, may result in the VRH Permit being revoked.

The Mayor and Council opened the floor for discussion and entertained questions, comments and concerns from the following individuals:

- Ron Crockett
- Diana Undergust
- Dustin Haffner
- Kent Clark

After much discussion, Dyer made the motion to approve the Ordinance as presented to include the added amendment and attachments as presented and recommended by the Staff. Seconded by Trumbull. AYE: Dyer, Devitt, and Trumbull. NAY: Thomas, and Henderson. Motion carried.

Thomas made the motion to approve a contract with Grove Public School (GPS) to provide two (2) properly certified uniformed officers to perform services at GPS locations. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

STAFF REPORTS:

Bottoroff reported that the Staff is continually receiving calls from residents on allowing backyard chickens. The current Ordinance only allows chickens on properties that is Agricultural Zoned. The Staff is researching other cities to see how they deal with this matter and will report back to the Council.

Bottoroff reported that the Staff met with CARDS to discuss the various types of concerns the residents are expressing with the new poly carts, and that CARDS representatives indicated that additional office personal has been hired to lessen the wait time when customers call. Devitt questioned their policy on ‘Special Assistance’ to the elder and disabled customers. Bottoroff reported that topic was presented, and they agreed that both of those special conditions will be addressed.

Douthit informed the Council that GMSA will be conducting Smoke Testing next week so the Council may receive some calls.

WARD REPORTS:

Devitt recognized Douthit and his crews out working in this extreme heat.

EXECUTIVE SESSION:

At 7:46 PM Devitt made the motion for the Council to recess into an Executive Session for the following:

- 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) to include participation from Allred, Bottoroff, Donnie Crain, Mike Davenport and Corey Davenport, and:
- 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 to include participation from Allred and Bottoroff, and:
- 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 Attorney’s Annual Evaluation to include participation from Cook and Bottoroff, and:
- 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 Manager’s Annual Evaluation to include participation from Bottoroff

Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

At 8:23 PM Dyer made a motion for the Council to come out of Executive Session with no action taken. Seconded by Thomas. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

Trumbull announced that regarding discussion with respect to agenda item E.1 as above-mentioned. No action taken.

Trumbull opened the floor for discussion with respect to agenda item E.2 as above-mentioned. Thomas made the motion to approve a contract with City Treasurer, Lisa Allred effective as of the first day of July 2022 to include an 8.00% pay increase which is equivalent to the 5.00% COLA and 3.00% Merit raise as per the current budget for all employees. Seconded by Devitt. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

Trumbull then opened the floor for discussion with respect to agenda item E.3 as above-mentioned. Thomas made the motion to approve a contract with City Attorney, Darren Cook effective as of the first day of July 2022 to include an 8.00% pay increase which is equivalent to the 5.00% COLA and 3.00% Merit raise as per the current budget for all employees. Seconded by Devitt. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

Trumbull at last opened the floor for discussion with respect to agenda item E.4 as above-mentioned. Thomas made the motion to approve a contract with City Manager, Debbie Bottoroff effective as of the first day of July 2022 to include an 8.00% pay increase which is equivalent to the 5.00% COLA and 3.00% Merit raise as per the current budget for all employees. Seconded by Dyer. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.

At 8:25 PM Devitt made the motion to adjourn. Seconded by Henderson. AYE: Thomas, Henderson, Dyer, Devitt, and Trumbull. NAY: None. Motion carried.