

**GROVE CITY COUNCIL
REGULAR MEETING
TUESDAY, JULY 18, 2023
4:30 PM
MINUTES**

The Grove City Council met in regular session on Tuesday, July 18, 2023 at 4:30 PM with Mayor, Ed Trumbull presiding. Council members present were Steven Thomas, Andy Stewart, and Marty Dyer. Member Ivan Devitt was absent. Also present were City Manager, Debbie Bottoroff; Attorney, Darren Cook; City Treasurer, Lisa Allred; Public Works Director, Deric Douthit and City Clerk, Bonnie Buzzard.

Thomas made the motion to approve the minutes from the July 5, 2023 special meeting. Seconded by Dyer. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Thomas made the motion to approve the minutes from the July 10, 2023 special meeting as corrected. Seconded by Stewart. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

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

Trumbull opened the floor for discussion with respect to repealing and replacing Ordinance No. 202 establishing salaries for elected and appointed officials. Bottoroff reported that this Ordinance was originally established to allow compensation for the city clerk and treasurer for attending meetings. Bottoroff noted that both of the positions are now exempt employees and no longer receive the additional compensation. Bottoroff noted that this reflects no change in the Council members compensation. Dyer made the motion to approve the Ordinance as presented and discussed. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to a Resolution amending the City of Grove Personnel Policy and Procedures Manual by updating the Employee Pay Plan, particularly increasing the hourly pay rate for Volunteer Firefighters performing shift work. Bottoroff reported that currently a volunteer firefighter without an EMT license is paid \$7.25 per hour and that a volunteer firefighter with an EMT license is paid \$9.00 per hour. This pay plan is increasing their hourly rate for performing shift work to a standardized \$11.25 per hour. Bottoroff noted that this item was discussed before the Council during the 2023-2024 budget meeting and approved. Dyer made the motion to approve the Resolution as presented and discussed. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to a Resolution adopting Oklahoma State Statute 47 O.S. §952 that governs wrecker/towing services and rotations for municipalities within the State of Oklahoma and creating a list of businesses providing such services to be used by the Grove Police Department. Trumbull reported that upon reviewing the list of service providers he realized that Grand Towing is not on the list, and respectfully requested that they be added to the list. Bottoroff reported that there is only a limited number of wrecker/towing service providers that is actually located within the city limits to keep up with the high volume demands from the Police Department. Therefore, the dispatchers utilize wrecker services located outside the city limits which elevations concerns from the local business owners. Trumbull reported that two of the wreckers listed, Deerlick - Jay, OK., and Smith's Garage - Afton, OK are undeniably outside the city limits, and

that a few of the other entities are residing right outside the city limits. Therefore, he suggested that the five be considered as the primary rotation list, and that the other two entities be considered as a secondary alternative list. Cook suggested that the Council entertain a 10 mile radius for wreckers/towing providers. Trumbull and Dyer both indicated that they would like to see a lesser radius of 5 or 6 miles. The Staff entertained questions and comments from the Council. Cook then suggested that the Council table this item to allow the Staff sufficient time to re-draft the Resolution to better fit the Oklahoma Statutes. No action was taken.

Trumbull opened the floor for discussion with respect to a Resolution to schedule a Public Hearing for August 15, 2023 to determine if structures located on certain properties within the city limits are dilapidated and have become detrimental to the health, safety, and welfare of the General Public. Bottoroff reported that the Fire Marshal and the Code Enforcement Office has identified the following described properties as to be dilapidated or non-compliance with the City Code:

- 5525 US Highway 59 – repair or demo old chicken house
- 131 S Cherokee – demo house & outbuildings
- 301 E 5th Street – demo house
- 213 Gault Road – demo buildings

Dyer made the motion to approve the Resolution as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to a contract with Grove Public School (GPS) to provide two (2) properly certified uniformed officers to perform services at GPS locations. Police Chief, Mark Morris reported that the current officers serving this position is Tracy Bloss and Timothy Moua. Thomas made the motion to approve the contract with Grove Public School as presented. Seconded by Stewart. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to a Professional Services Agreement with Palmerton and Parrish, Inc. for the completion of a subsurface investigation and geotechnical engineering report for construction of the Wolf Creek Wildlife Event Center. Bottoroff reported one minor change in the contract prior to consideration is that the construction square footage is that of a 56,250 square foot building. Dyer made the motion to approve the Professional Service Agreement as presented and amended. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Thomas made the motion to approve the Engagement Letter for GASB 75 Actuarial Services with Dean Actuaries, LLC. As presented. Seconded by Dyer. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

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

- a) Gasoline and Diesel Fuel for the 2023-2024 Fiscal Year – Trumbull announced that only one bid was received from Lakeland Petroleum in the amount of .10 cents per gallon over cost. Thomas made the motion to award the bid from Lakeland Petroleum as presented. Seconded by Dyer. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.
- b) Limestone Base Rock and other filled materials as described for the Fiscal Year 2023-2024 – Trumbull announced that two bids were received for base rock material from Kemp Stone and APAC – Central. It is Staff recommendation to award the bid to Kemp Stone. Dyer made the motion to award the bid to Kemp Stone as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

- c) Single supplier on asphaltic materials for the first half of the Fiscal Year ending December 31, 2023 – Trumbull announced that two bids were received for this item from APAC Central of Vinita and Longans, and that it is Staff’s recommendation to award APAC of Vinita as the primary supplier while awarding Longan Construction Company as a secondary supplier. Stewart made the motion to award the bid to APAC-Central as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to appointment of Trustee to the Grove Municipal Airport Managing Authority of the following terms:

- a) Vacant position to fulfil an unexpired term to 08-30-27 – Trumbull appointed Ivan Devitt to fulfil the unexpired term. Seconded by Dyer. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.
- b) Position term to expire 08-30-23 – Trumbull appointed Michael Coons to the term position that is due to expire 08-30-23. Seconded by Dyer. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Trumbull then opened the floor for discussion with respect to an Ordinance amending Chapter 1 Citation, Purpose, Nature and Applications of Zoning Ordinance, Section 6 Interpretation of Words and Terms by adding the definition for Tiny Homes on Wheels, Tiny Homes built on site and amending the definition of Recreational Vehicle Park. Stewart made the motion to approve the Ordinance as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Trumbull then opened the floor for discussion with respect to an Ordinance amending Chapter 3 Permitted Use Table to permit the following uses in specific zoned districts:

- a. Recreational Vehicle Parks will be a permitted use in Lake Front Resort (LFR) Zoned District, Category 1 – Dyer made the motion to approve permitted use as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.
- b. Senior Housing both Assisted and Independent Living shall be a permitted use in C-3 Highway Commercial and Commercial Recreation Zoned District – Dyer made the motion to approve the permitted use as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.
- c. Remove Tiny Homes on Wheels (THOW) from being a permitted use in a C-3 Highway Commercial and Commercial Recreation District – Dyer made the motion to approve the permitted use as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve an Ordinance amending Chapter 5 Special Conditions Section 5-5.4 Designated location of Tiny Homes of the Zoning Ordinances of the City of Grove as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve an Ordinance amending Chapter 5 Special Conditions Section 5-5.13 Vacation Rental Homes of the Zoning Ordinances of the City of Grove as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

STAFF REPORT:

Bottoroff reported that the Staff is still gathering information on the new proposed fire and police station(s) for the campaign meeting scheduled for July 24th at 2:00 PM. The meeting is to plan a marketing campaign for the Special Election to fund the construction for a new facility of each entity.

Bottoroff reported that the GMSA crews continue to make progress on the installation of utilities at the old Civic Center facility aka Shops @ Grove. Cook reported that the water issue has been fixed and that the project is having issues getting materials.

Bottoroff reported that Tourism Director, Brent Malone is doing an excellent job in getting events to Grove. Malone is working with Mid-America Outdoors on bringing another exciting event to Wolf Creek Park during the Labor Day weekend.

Cook reported that he attended his annual Oklahoma Water Resource Board meeting earlier today and that the Board voted to approve a waiver of fees for the City of Jay which would help them out tremendously.

WARD REPORT:

Trumbull expressed his appreciation for the great work the utility division done on getting the water main repaired and under control this past weekend along 3rd Street. Douthit expressed his appreciation to American Water Products for getting GMSA the necessary parts in a timely manner.

At 5:25 PM Dyer made the motion to adjourn. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, and Trumbull. NAY: None. Motion carried.