

**GROVE CITY COUNCIL  
REGULAR MEETING  
TUESDAY JUNE 4, 2024  
4:30 PM**

The Grove City Council met in regular session on Tuesday June 4, 2024 at 4:30 PM with Mayor Ed Trumbull presiding. Members present were Andy Stewart, and Marty Dyer. Also present was City Manager, Debbie Bottoroff; City Attorney, Darren Cook; City Treasurer, Lisa Allred, and Municipal Clerk, Laura Davila.

**PUBLIC COMMENT:**

At 4:32 PM Dyer made the motion to open a Public Hearing to take input, comments, and questions on the proposed 2024-2025 fiscal year budget for the City of Grove. Seconded by Stewart. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion carried.

Bottoroff reported that the proposed budget reflects a 5% COLA pay increase to non-union employees with a merit increase on their anniversary date effective 07-01-24. Bottoroff also added that at minimal cost to the City, the City will be increasing life insurance from \$20,000 to \$100,000 at no cost to the employee. The Council entertained no questions, comments, or concerns from the public.

At 4:34 PM Dyer made the motion to close the Public Hearing on the proposed 2024-2025 fiscal year budget. Seconded by Stewart. AYE: Stewart, Dyer, and Trumbull. NAY: None. Motion carried.

Stewart made the motion to approve a Resolution adopting the 2024-2025 fiscal year budget for the City of Grove, Oklahoma. Seconded by Dyer. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve the Minutes from the May 21, 2024, Regular Meeting. Seconded by Stewart. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

Stewart made the motion to approve the Purchase Order Register. Seconded by Dyer. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to a Resolution Approving an Amendment to the City of Grove 2023-2024 General Fund Budget.

Allred reported the City General Fund budget amendment is for tires and seal rings for the Case 621F Loader and the rental of a Mini Excavator. These are being funded with monies received for the Father's Day storm cleanup that the equipment was used for. And, to move monies to purchase 3 heat and air conditioning units for the library.

Allred reported the City Capital fund amendment is for a 911 grant that was received. It is appropriating the funds so they can be utilized to purchase office furniture and computers.

Dyer made the motion to approve the Budget Amendment as discussed. Seconded by Stewart. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to Amending the Janitorial Services Agreement with G-Force Pro Clean Service to add the New City Hall located at 1201 NEO Loop, Grove, Oklahoma. Bottoroff reported that now that City Offices has relocated to 1201 NEO Loop, the janitorial services agreement was amended to include the new building as per Section 6 of the original Contract. Dyer made the motion to approve the amendment to the Janitorial Services Agreement with G Force Pro Clean Service. Seconded by Stewart. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to Approval of an Agreement with William Lane Productions, LLC to Sponsor a two-day Bull Riding Event August 30 and 31, 2024 at Wolf Creek Park. Convention and Tourism Director Brent Malone addressed the Council to consider sponsorship with William Lane Productions LLC for the first ever Bull Fest held at Wolf Creek Park. Malone added this would be a two-day event featuring PBR Bull riders and bulls. There will also be concerts on both nights after the event. Dyer made the motion to approve the agreement with William Lane Productions, LLC to sponsor a two-day Bull Riding Event on August 30 and 31, 2024. Seconded by. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to Approval of a Resolution Amending the Grove Municipal Services Authority Water and Gas Utilities Extension Policy. Bottoroff reported that per Resolution No. 20-028, the Grove Municipal Services Authority Water and Gas Utilities Extension Policy was approved on November 17, 2020. The purpose of the Policy is to assist developers with the cost of the installation of water and gas utilities in new subdivisions located within the city limits. Capital Center Phase II was the first subdivision that has taken advantage of the utilities extension policy. During implementation of the policy staff encountered issues with calculating the costs on a

'per lot' basis. Some of the lots have duplex units, others have single family units, making it difficult to fairly distribute the costs of utility extensions. Staff is proposing an amendment for future subdivisions. To be calculated on a per unit supplied with GMSA utilities basis instead of a per lot basis. The revised policy also adds loan interest and administrative costs paid by GMSA. Dyer made the motion to approve the resolution amending the GMSA Water and Gas Utilities Extension Policy. Seconded by Stewart. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to Approval of a Resolution Amending the City of Grove Infrastructure Improvements Policy. Bottoroff reported that as per Resolution No. 22-011, the City Council approved creating a policy to provide economic incentives for development of new residential subdivisions within the corporate limits of Grove. It was recently discovered that Resolution 22-011 did not include interest and administrative costs paid by the City in Section 5. FEES. The proposed Resolution adds those costs into the FEES. Dyer made the motion to approve the Resolution amending the Infrastructure Improvements Policy. Seconded by Stewart. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

#### **STAFF REPORTS:**

Bottoroff reported that the Public Safety Committee met earlier and narrowed the proposals received for the Construction Management at Risk Contractors from 10 to 4. Interviews will be scheduled later in the month.

Bottoroff reported that Lisa Allred (City Treasurer) has advertised for bids for financing of the Fire Truck, and staff will be bringing the bids received for consideration at the next meeting.

Bottoroff also added that Staff is advertising for RFPS for audit and financial services

#### **WARD REPORTS:**

None.

#### **EXECUTIVE SESSION**

At 4:51 PM Stewart made the motion for the Council to recess into Executive Session

- for the Purpose of Conferring on Matter Pertaining to 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. (Confidential Communication) with participation from Bottoroff.

Seconded by Dyer. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

At 5:01 Dyer made the motion for the Council to come out of Executive Session. Seconded by Stewart. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

Regarding agenda item E.2 Dyer made the Motion to approve Settlement Agreement for Grove v. Wheeler entities lawsuit. Seconded by Stewart. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.

At 5:02 Dyer made the motion to adjourn. Seconded by Stewart. AYE: Stewart, Dyer, Trumbull. NAY: None. Motion Carried.