

**GROVE CITY COUNCIL
REGULAR MEETING
TUESDAY JULY 2, 2024
4:30 PM
MINUTES**

The Grove City Council met in regular session on Tuesday, July 2, 2024, at 4:30PM with Mayor Ed Trumbull presiding. The members present were Steven Thomas, Andy Stewart, Marty Dyer, and Ivan Devitt. Also present was the City Manager, Debbie Bottoroff; City Attorney, Darren Cook; Public Works Director, Deric Douthit, City Treasurer, Lisa Allred, and Municipal Clerk, Laura Davila.

PUBLIC COMMENT:

Stewart made the motion to approve the minutes from the June 18, 2024, Regular Meeting. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

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

Trumbull opened the floor for Discussion with Respect to the Appointment of a member to the Planning and Zoning Commission to fill an un-expired term through October 31, 2025. Trumbull nominated Bud Jeffress to fill an un-expired term through October 31, 2025. Seconded by Dyer. Nomination ceased. AYE: NAY: None. Motion Carried.

Trumbull opened the floor with Respect to the Approval of an Ordinance amending Chapter 5 Section 5-8 Signs and Billboards of the Zoning Ordinances as recommended by the Planning and Zoning Commission. Bottoroff reported that currently the Zoning Ordinance refers to Permits and Fees in several places throughout the Ordinance and is conflicting with the 'Schedule of Fees' approved by the City Council. The proposed ordinance removes the numerous sections and complies with city Code. Devitt made the motion to approve the Ordinance as discussed. Seconded by Dyer. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

Devitt made the motion separately to approve an Emergency Clause for Agenda Item B.3 above. Seconded Dyer. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor Discussion with Respect to the Approval of an Ordinance Repealing and Replacing Ordinance No. 842 amending Part 5, Chapter 1, Section 5-104 and Section 5-105 of the City Code and the Permit Fee Schedule. Bottoroff reported in December 2023, Council approved Ordinance No. 842 amending the Building Permit Fee Schedule. Staff recently discovered the fees for 'Sign' permits are above the industry average and are written in a manner that is difficult to calculate and implement. The proposed Ordinance will decrease the fees and simplify how the fees are calculated. Devitt made the motion to approve the Ordinance as discussed. Seconded by Stewart. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

Devitt made the motion separately to approve an Emergency Clause for Agenda Item B.4 above. Seconded by Dyer. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to Approval of the following agreements:

- Funding Agreement with Community Crisis Center, Inc. in the amount of \$8,000 to provide a Walk-in Advocacy Center for victims of Domestic Violence. Devitt made the motion to approve the funding agreement as presented. Seconded by Stewart. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.
- Funding Agreement with DOCS Senior Services to Provide Nutritional Meals on-site at the Grove Senior Center, Provide Home Delivered Meals, and other Activities. Devitt made the motion to approve the funding agreement as presented. Seconded by Stewart. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.
- Service Agreement with Grand Gateway Economic Development Association for Pelivan Transit Program. Made the motion to approve the Service agreement as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.
- Recycling Center Agreement with The Home of Hope for the Operations of the City of Grove's Recycling Center Located at 145 E. O'Daniel. Devitt made the motion to approve the recycling center agreement as presented. Seconded by Dyer. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.
- Site Agreement with Nichols Marine Tournament Series tentatively scheduled to be held at Wolf Creek, Grand Lake September 7-8, 2024, March 9, 2025, April 13, 2025, and May 18, 2025. Devitt made the motion to approve the site agreement as presented. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to Approval of Oklahoma Municipal Assurance Group (OMAG) Escrow Use Form authorizing the Escrow Balance funds to be used to reduce the 2024-2025 premium for OMAG Worker's Compensation renewal. Bottoroff reported this escrow refund is for the 2020 Loss Fund Year, and she has checked with OMAG, and at this time the city has no open claims for this Loss fund year. The total premium for the 2024-2025 fiscal year is \$214,426.00. Applying this credit would reduce that premium to \$132,175.83. Dyer made the motion to authorize the Escrow Balance funds to be used to reduce the 2024-2025 premium for OMAG Worker's Compensation renewal. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to Denial of Claim No. 214785-1-LR for Beth Owings as recommended by Grove Municipal Services Authority (GMSA) and Oklahoma Municipal Assurance Group (OMAG). Allred reported that the city's insurance company, OMAG, has investigated the claim and is recommending denial of the claim and finds no liability on the City of Grove's part for this claim. Devitt made the motion to deny Claim No. 214785-1-LR as recommended by Grove Municipal Services Authority and Oklahoma Municipal Assurance Group. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion Respect to the Approval of a Resolution as recommended by Oklahoma Municipal Assurance Group (OMAG) regarding the Importance of maintaining updated Police Department Policy and Procedures Manual, Training Dispatchers and Police Officers AND Conducting Thorough Background Checks on Potential Police Department employees. Bottoroff reported that maintaining current policies and procedures as well as regular training and background checks on potential employees is critical to the successful operations of a Police Department. Devitt made the motion to approve the resolution as discussed. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to the Approval of a list of Streets to be improved as part of the 2024-2025 Pavement Improvement Plan. Douthit reported streets were selected due to the amount of work orders, traffic volume, and overall condition. Douthit fielded questions and comments from the council. Devitt made the motion to approve the list of streets to be improved as part of the 2024-2025 Pavement Improvement Plan. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor for Discussion with Respect to Awarding Bids received for Asphalt Materials for July 2024 through December 2024. Douthit reported that two bids for asphalt materials were received from APAC of Vinita and Longan Construction Company. Using the bids provided, adding delivery cost to the material cost on asphalt Longan's rate is \$71.95 compared to APAC at \$74.05. Staff recommends awarding the bid to Longan Construction Company. Devitt made the motion to award the bid for Asphaltic Materials for July 2024 through December 2024 to Longan Construction Company. Seconded by Stewart. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.

STAFF REPORTS:

Bottoroff reported that the code enforcement office and the Fire Chief have identified four residential and two commercial structures that they consider to be in a dilapidated condition. Due to ownership changes and to avoid holding two separate Public Hearings, the proper notice process was extended.

Douthit reported that the Shoppes of Grove is making progress; however, there have been issues with a water line out back. They should have water restored on Monday. Douthit also thanked Chief Morris and the Police Department for their Youth Academy Program that his daughter attended.

WARD REPORTS:

None.

At 5:04 Devitt made the motion to adjourn the meeting. Seconded by Thomas. AYE: Thomas, Stewart, Dyer, Devitt, Trumbull. NAY: None. Motion Carried.