

**GROVE CITY COUNCIL
REGULAR MEETING
TUESDAY JULY 16, 2024
4:30 PM
MINUTES**

The Grove City Council met in Regular Session on Tuesday, July 16, 2024, with Vice-Mayor Ivan Devitt presiding. The members present were Steven Thomas and Marty Dyer. Members Andy Stewart and Ed Trumbull were absent. Also present was City Manager, Debbie Bottoroff; City Attorney, Darren Cook; Public Works Director, Deric Douthit; and Municipal Clerk, Karyn Pesich.

PUBLIC COMMENT:

Devitt opened the floor for Discussion with Respect to the Approval of the Minutes from the July 2, 2024, Regular Meeting. Dyer made the motion to Approve the minutes from the July 2, 2024, as presented. Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to the Approval of the Purchase Order Register. Dyer made the motion to approve the Purchase Order Register. Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to Selecting a Contractor to provide Construction Manager at Risk Services for the construction of the new Police Station and the new Fire Station as recommended by the Selection Committee and Authorize staff to negotiate a Contract of Services. Staff reported that RFQs were advertised beginning on March 29, 2024, with a submittal deadline of May 3, 2024, and a total of ten (10) proposals were received. Staff added that there was a two-phase selection process. Phase 1, the selection committee reviews, analyzed and ranked the following proposals based on the pre-determined criteria that was outlined in the RFQ. Phase 2, a short list of contractors was created by the Selection committee and were selected for in-person interviews on June 20, 2024. Dyer made the motion to select Timberlake Construction to provide Construction Manager at Risk Services for the construction of the new Police Station and new Fire Station and authorize staff to negotiate a Contract for Services. Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to the Approval of a Contract with Grove Public Schools (GPS) to provide two (2) Properly Certified Uniformed Officers to perform Services at the GPS locations. Dyer made the motion to Approve the Contract with Grove Public Schools to provide 2 Properly Certified Uniformed Officers to perform Services at the GPS locations. Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to the Approval of a Memorandum of Agreement with Delaware County E-911 Trust Authority to participate in a County-Wide Centralized E-911 Public Safety Answering Point (PSAP). Dyer made the motion to Approve the Memorandum of Agreement with Delaware County E-911 Trust Authority to participate in a County-Wide Centralized E-911 Public Safety Answering Point (PSAP). Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to the Approval of a Memorandum of Understanding with the Delaware County Board of Commissioners to provide Jail Services to the City

of Grove Police Department. Dyer made a motion to Approve the Memorandum of Understanding with the Delaware County Board of Commissioners to provide Jail Services to the City of Grove Police Department. Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to the Approval of an Ordinance Modifying the Mitigation Rates for Emergency and Non-Emergency services provided by the Grove Fire Department. Debbie Bottorff, City Manager, recommended tabling this item to a future meeting. Item Tabled.

Devitt opened the floor for Discussion with Respect to the following Bids received:

- a) Gasoline and Diesel Fuel for the 2024-2025 Fiscal Year. Staff reported that one bid was received from Lakeland/Cleveland Petroleum. Thomas made a motion to award the Gasoline and Diesel Fuel Bid for the 2024-2025 Fiscal Year to Lakeland/Cleveland Petroleum. Seconded by Dyer. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.
- b) Limestone Base Rock and Other Fill Materials as Described for the Fiscal Year 2024-2025. Staff reported that two bids were received from APAC and Kemp Stone. Staff recommended awarding the bid to Kemp Stone as the primary source and using APAC as a secondary source. Thomas made a motion to award the bid for Limestone Base Rock and Other Fill Materials as Described for the Fiscal Year 2024-2025 to Kemp Stone as the primary source and APAC as a secondary source. Seconded by Dyer. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.
- c) Financial Statement Services for the next Five (5) Fiscal Years. Staff reported that one bid was received from Allen, Gibbs & Houlik, L.C. This is the same firm that has done the financial statement services in the past. Thomas made a motion to award the Bid for Financial Statement Services for the next Five (5) Years to Allen, Gibbs & Houlik. Seconded by Dyer. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.
- d) Audit Services for the next Five (5) Fiscal Years. Staff reported that two bids were received. Thomas made a motion to award the bid for Audit Services for the next five (5) Fiscal Years to Hinkle & Company PC. Seconded by Dyer. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to Approval of an Engagement Letter with Hinkle & Company PC for Audit Service. Dyer made a motion to accept the Engagement Letter with Hinkle & Company PC for Audit Service. Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to the Approval of a Budget Amendment for the 2024-2025 City Capital Fund. Dyer made a motion to Approve the Budget Amendment for the 2024-2025 City Capital Fund. Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to Re-appointing Kelly Trumbull to the Eastern Oklahoma Library System Board of Trustees in accordance with the provisions of the Oklahoma Library Code. Dyer made a motion to Approve the Re-Appointment of Kelly Trumbull to the Eastern Oklahoma Library System Board of Trustees in accordance with the provisions of the Oklahoma Library Code. Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.

STAFF REPORTS:

None.

WARD REPORTS:

None.

At 5:00pm Dyer made the motion to adjourn the meeting. Seconded by Thomas. AYE: Thomas, Dyer, Devitt. NAY: None. Motion Carried.