**GROVE CITY COUNCIL**

**REGULAR MEETING**

**TUESDAY, APRIL 21, 2015**

**6:00 PM**

The Grove City Council met in regular session on Tuesday, April 21, 2015 at 6:00 PM with Mayor, Marty Follis presiding. Members present were Ed Trumbull, Don Nielsen, Marty Dyer and Ivan Devitt. Also present was City Manager, Bill Keefer; Attorney, Brandon Watkins; Assistant City Manager, Debbie Bottoroff; City Treasurer, Lisa Allred; Public Works Director, Jack Bower and City Clerk, Bonnie Buzzard.

**ELECTION OF OFFICERS**:

Mayor – Dyer nominated Marty Follis as Mayor. Trumbull seconded the nomination. Nomination ceased. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Nomination carried.

Vice-Mayor – Follis nominated Ed Trumbull as Vice-Mayor. Dyer seconded the nomination. Nomination ceased. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Nomination carried.

Follis presented a Plaque and Certificate of Appreciation to Scott Graham and Blayne Collins as Employee(s) of the Quarter.

Follis opened the floor for presentation by University of Oklahoma Environmental Science and Engineering Capstone Class. Keefer reported that earlier this year the City was approached by a local citizen, Sam Grasso, to gauge our interest in working with a group of students from the University of Oklahoma on a storm water project for their Environmental Science and Engineering Capstone class and allow the students to present their findings to the Council. Staff agreed to work with the class by allowing them to conduct their field work and research at Grove Springs Park. In addition, Jack Bower met with the class on the Saturday they were in Grove and provided them information and assistance while they conducted their field work. The group was divided up into two teams with each “developing an engineering design for a low impact development best management practice to address the quantity and quality of storm water entering Grove Springs Park’. Their design will likely take the form of ponds, wetlands, swales, and something similar in nature. Their field work included gathering water samples that have been analyzed in a laboratory with the results to be shared as part of their presentation. Each of the teams presented a brief introduction to their project and then presented their selected design. After the presentation, the students then entertained questions, comments and concerns from the Council, Staff and following individuals:

* Sam Grasso
* Judith Read
* Robert Carter

The total presentation lasted for approximately 35 minutes. No action was taken.

Devitt made the motion to approve the minutes from the previous meeting. Seconded by Nielsen. AYE: Nielsen, Dyer, Devitt and Follis. NAY: None. Trumbull abstained. Motion carried.

Nielsen made the motion to approve the purchase order register as presented and amended by Allred. Seconded by Devitt. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to an Administrative Order and update report on time extension granted for a dilapidated structure located at 205 Anchor Road (Dorothy Hutto/Glen Pattison). Property owner, Glen Pattison was present to report that he had completed all of his code required clean up, and that the inspector has completed his inspection. Building Inspector/Code Enforcement Officer, Calvin Igney addressed the Council to report that he has done an extensive inspection to the site and approved the work project as completed. Igney noted that he asked Pattison of his intentions on keeping the property up to code. Pattison assured that he would. No further action taken from the Council.

At 6:49 PM Devitt made the motion to open a Public Hearing to receive comments to determine if the property located at 505 S. Grand Street is dilapidated and is detrimental to the health, safety and welfare of the general public and the community. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried. Property owner, Brad Daftari addressed the Council to report that the correct address for this project is 507 South Grand Street. Daftari indicated that he has been working on this project with Building Inspector, Calvin Igney. Igney reported that he has visited the site project and that some improvements have been made. The property owner has:

* Removed the scaffolding
* Removed the debris
* Relocated the loose lumber
* Placed trailer around back of house w/various debris on it
* Understands that he needs to apply for new building permit, because the old one has expired
* Was advised that he could continue the work with the understanding that the proper permits would need to be pulled

Daftari agreed to comply with the compliance as described by Igney. At 6:59 PM Dyer made the motion to close the Public Hearing. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the Administrative Order pertaining to the property located at 505 S. Grand Street. The Council strongly encouraged Daftari to continue with his efforts on the property clean-up. No action was taken from the Council based on the comments made by Igney pertaining to the progress being made. The Staff advised that Igney will continue monitoring this, and all of the following described property project(s) and provide status updates as needed.

At 6:59 PM Devitt made the motion to open the Public Hearing to receive comments to determine if the property located at 114 E. 9th Street is dilapidated and is detrimental to the health, safety and welfare of the general public and the community. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried. Property owner, Rickie Farmer addressed the Council to report that he has been working on this project but the weather has halted his efforts. Farmer indicated that it is his intentions to board and windows and attempt to sale the property. Igney addressed the Council to report that the property needs to be secured. Farmer agreed.

At 7:03 PM Dyer made the motion to close the Public Hearing. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the Administrative Order pertaining to the property located at 114 E. 9th Street. Dyer made the motion to grant the property owner 10 days to board up the property and to get it secured. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

At 7:04 PM Devitt made the motion to open a Public Hearing to receive comments to determine if the property located at 1009 S. Mill Street is dilapidated and is detrimental to the health, safety and welfare of the general public and the community. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried. Property owner, Earl Schreiber addressed the Council to report that he has visited with Building Inspector, Igney in regards to the permits needed to possible tear the structure down and remove the debris. Schreiber indicated that he is prepare to come in on Wednesday to finish the permit process with Igney.

At 7:06 PM Devitt made the motion to close the Public Hearing. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the Administrative Order pertaining to the property located at 1009 S. Mill Street. Dyer made the motion to grant the property owner 14 days to pull the necessary permit and demolish the structure. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

At 7:08 PM Dyer made the motion to open a Public Hearing to receive comments to determine if the property located at 1018 S. Grand Street is dilapidated and is detrimental to the health, safety and welfare of the general public and the community. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Property owner, Lee Snow addressed the Council to report that he has already been working with Building Inspector on obtaining the necessary permits to bring this property up to code compliance.

At 7:09 PM Nielsen made the motion to close the Public Hearing. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the Administrative Order pertaining to the property located at 1018 S. Grand Street. No action required from the Council.

Follis opened the floor for discussion with respect to the approval of an Ordinance repealing and adopting rates, fees and charges for water, sewer, gas and refuse services for the City of Grove, Oklahoma. Keefer reported that the Grove Municipal Services Authority Board met earlier today and approved by Resolution the adopting of rates, fees and charges for water, sewer, gas and refuse services for the City of Grove as presented and discussed upon the following amendment:

* *Section 2 - ….All bills are due and payable ~~10~~ 15 days after billing date.*

Trumbull made the motion to approve the Ordinance repealing and adopting the utility rates as described. Seconded by Dyer. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the approval of an Ordinance amending various chapters and sections of the Zoning Ordinances of the City of Grove, Oklahoma as they relate to Vacation Rental Properties. Bottoroff reported that the proposed Ordinance is a result of Council action directing the Staff to go forward with allowing Vacation Rental Homes within the City of Grove through a special permitting process. The Special Use Permit process was presented to the Planning & Zoning Commission on 04-14-15 and passed upon recommendation to the Mayor and City Council. The Council entertained questions, comments and concerns from the following individuals:

* John Martin, and
* Bob Huggins

Dyer made the motion to approve the Ordinance as presented amending various chapter and sections of the Zoning Ordinances pertaining to Vacation Rental Properties. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Dyer made the motion to approve the Emergency Clause pertaining to the above-mentioned Ordinance. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Dyer made the motion to approve a Resolution authorizing the City of Grove to apply for the Oklahoma Quality Events Incentives Act for the Big Bass Bash to be held on July 18-19, 2015. Seconded by Devitt. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the appointment of members to the Convention and Tourism Bureau. Keefer reported that due to the recent special election pertaining to the hotel/motel tax, the City is on track to implement the new tax beginning on July 1, 2015. Prior to that time there are a number of tasks that need to be addressed to get the Convention and Tourism Bureau up and running. They include the following:

* Appointment of a convention and tourism board
* Provide requested information to the State Tax Commission to ensure implementation and collection occurs as scheduled
* Establish by-laws, policies and procedures for the board
* Create a budget for the 2015-2016 fiscal year

Keefer added that the first step is to appoint a board. Per the requirements of the Ordinance, the field of prospective members is limited to representatives of the hotel industry and tourist attractions as defined in Section 7-702 of the Ordinance. Devitt made the motion to authorize the Staff to advertise for letters of applications from any qualified individual(s) interested in serving on this board. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Devitt made the motion to approve a Resolution amending the 2014-2015 Fiscal Year Budget. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

**WARD REPORTS**:

Follis reported on the impact the recent FLW fishing tournament will possible have on Grove and the other fishing tournaments that are scheduled this year.

At 7:43 PM Devitt made the motion to adjourn. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.