**GROVE CITY COUNCIL**

**REGULAR MEETING**

**TUESDAY, DECEMBER 17, 2013**

**6:00 PM**

The Grove City Council met in regular session on Tuesday, December 17, 2013 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.

**Public Comments**:

Follis presented a Certificate of ‘Honor Roll of Service’ from the Oklahoma Municipal League, Inc to Mark Morris in recognition of a quarter century (25 years) of service to the City of Grove.

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

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

Follis opened the floor for discussion regarding the Audited Financial Statements for the fiscal year ending June 30, 2013 as presented by Wingard, Ragsdale, Langley, CPAs’, PLLC. Floyd Langley – Certified Public Accountant from Wingard, Ragsdale, Langley, CPAs’, PLLC presented and discussed in detail his report on the Audit of Financial Statement for the year ending 06.30.13. Langley added that this audit was conducted for the purpose of forming opinions on the financial statement that collectively comprise the City of Grove’s financial statements as a whole. Langley reported no major discrepancies in the audit being presented, and complimented the City of Grove Staff and Employees on their workmanship displayed to him during his performance of the audit. Langley fielded questions from the Council and Staff. The audit presentation last for approximately 15 minutes. Langley noted that the City of Grove is unique by having their City Treasurer Lisa Allred because she compiles all of the financial statements from all departments for the Auditor where all other cities hire outside firms to conduct that service for the Auditors purposes. Langley added that this is an unqualified opinion of the audit, and that it contains no issues. Nielsen made the motion to accept the Audited Financial Statements for the fiscal year ending 06.30.13 as presented by Floyd Langley – Certified Public Accountant from Wingard, Ragsdale, Langley, CPAs’, PLLC. Seconded by Dyer. 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 103 N. Main Street. Keefer reported that the Staff met with Mr. Bratcher to review and discuss the options to remove the structure and clean up the property located at 103 N. Main Street. Keefer noted that the Staff recently learned that the compliance with the DEQ regulations for removal of hazardous materials do not apply when a residential structure is demolished. Upon visiting with that information to Mr. Bratcher he has concluded to go that route versus a controlled burn, and that he further agrees to pull the required demolition permit and proceed with the demolition after the first of the year. The Mayor and Council determined the structure is in a non-repairable condition; and is a determent to the health, safety and welfare of the general public and community. Devitt made the motion to order the property owner to clean and mow the property, and obtain a demolition permit from the City of Grove within thirty (30) days of the date of this Administrative Order, and to order the property owner to remove the dilapidated structure and debris created from the demolition within sixty (60) days of the date of the Administrative Order. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the approval of REAP Contract #081-ED-2014 with Grand Gateway Economic Development Association for the CNG Project. Keefer reported that the City of Grove has been approved for this grant from Grand Gateway Economic Development Association in the amount of $25,000 to assist with the funding for the CNG station. Devitt made the motion to approve the REAP contract #081-Ed-2014 with Grand Gateway Economic Development for the CNG Station. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Trumbull made the motion to approve an Ordinance amending Part 8 Chapter 6 of the City of Grove Code of Ordinances Pertaining to Dilapidated Structures. Seconded by Dyer. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

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

Follis opened the floor for discussion with respect to bids received for site improvements for the CNG Station. Project Manager, Garrett L. Ball, P.E. addressed the floor to report that the City received the following five (5) bids for this project:

* Goins Enterprises, Inc. $251,000.00
* Cole Excavating $200,779.00
* Crossland Heavy Contractors $199,995.00
* Zenith Construction Co. $219,000.00
* Bru-Con, LLC $136,800.00

Ball reported that the apparent low bidder on this project is Bru-Con, LLC with a bid tabulation of $136,800. We have determined that their bid is responsive and contains all required documentation. They have completed several projects for the City of Grove in the past and we are confident in their ability to perform the work. Ball added that it is his recommendation that the contract be awarded to Bru-Con, LLC as presented. Ball entertained questions, comments and concerns from the Council and Staff. Trumbull made the motion to approve the recommendation from Ball as presented to award the bid to Bru-Con, LLC. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to bids received for the extension of a gravity sewer line to the Airport and the new terminal building subject to a recommendation from the Grove Municipal Serves Authority. Keefer reported that the City/GMSA opened bids for this project on Monday, December 16th and that Project Engineer has prepared a bid tabulation and a recommendation for consideration for both GMSA and City Council. Project Engineer, Garrett Ball, P.E. addressed the City Council to report that the City/GMSA received eight (8) bids for this project, and all bids were found to be responsive. The followings bids were received:

* Goins Enterprises $473,000.00
* Cole Excavating, Inc. $355,603.00
* T.C. Underground, Inc. $633,253.00
* Tri-Star Utilities $411,353.00
* Jaybelle Construction, LLC $482,850.00
* Cherokee Pride Constructions, Inc. $437,000.00
* Southard Constructions Co. $327,585.00
* Bru-Con, LLC. $599,400.00

Ball reported that the apparent low bidder on this project is Southard Construction Company of Joplin, Missouri. Ball added that he has contacted the references provided by Southard and discovered that they are a qualified company to do the work contained in this project. Therefore, it is his recommendation that the contract be awarded to Southard Construction Company of Joplin, Missouri for $327,585.00 contingent upon approval from the Oklahoma Department of Environmental Quality. Ball entertained questions, comments and concerns from the Council and Staff. Keefer noted that the GMSA Board met earlier and approve the recommendation from Ball as presented. Dyer made the motion to approve the recommendation from Ball to award the bid to Southard Construction Company in the amount of $327,585. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Dyer made a motion to approve a Resolution of support for Belmont Development Company, LLC's application for affordable housing tax credits to rehabilitate the 60 unit Savannah Park Apartments located at 1008 Pleasant Drive in Grove. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Dyer made a motion to approve a Resolution of support for Belmont Development Company, LLC's application for affordable housing tax credits to rehabilitate the 98 unit Garden Walk of Grove Apartments (Phases I, II and III) located at 400 Mill Creek in Grove. Seconded by Nielsen. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to bid proposals to provide Environmental Services to the City of Grove for a Wetlands Assessment and delineation and a threatened and endangered species habitat assessment for Wolf Creek. Bottoroff reported that the Staff has reviewed the Shoreline Management Plan and has had conversation with GRDA regarding FERC’s decision to change the category of Wolf Creek. The plan indicates it is difficult to determine the extent to which wetlands are fragmented and which areas represent the large wetlands block on Wolf Creek. The Staff is recommending that the Council approve the proposal from Kleinfelder Central, Inc. in the amount of $7,700 to perform a Wetlands Delineation Assessment and a T&E Species Assessment. Dyer made the motion to approve the proposal from Kleinfelder Central, Inc. in the amount of $7,700 to perform a Wetlands Delineation Assessment and a T&E Species Assessment as described and presented by the Staff. Seconded by Trumbull. AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.

**CITY MANAGERS REPORT**:

Devitt asked for what steps would be required to complete the City designated truck route enforcement on the state highways that go through the City. Keefer reported that he is looking for directions from the Council, and that it might possible be as simple as the placement of signs for the truckers. However the enforcement would be difficult because the truckers are not required to follow the directions.

Devitt asked for an update on the Har-Ber Road resurfacing. Bower indicated that Swift Construction Company can’t work on that project because their materials are too wet and that they are trying to dry them out.

**WARD REPORTS**:

Trumbull, Dyer and Devitt expressed thanks to the road crews for their clearing of streets during the recent increment weather.

Follis reported that the signal light on Highway 10 and Shundi appears to be experiencing problems. Bower noted that he would go check them out.

Follis added that the street marking on Leisure onto 7th Street needs some better clarification.

Nielsen and Devitt wished all a Merry Christmas and a Happy New Year.

Dyer congratulated Allred on the recent audit.

At 7:07 PM Devitt made the motion to adjourn. Seconded by Nielsen.  AYE: Trumbull, Nielsen, Dyer, Devitt and Follis. NAY: None. Motion carried.