**GROVE CITY COUNCIL**

**REGULAR MEETING**

**TUESDAY, NOVEMBER 6, 2012**

**6:00 PM**

The Grove City Council met in regular session on Tuesday, November 6, 2012 at 6:00 PM with Mayor Marty Follis presiding. Members present were Ed Trumbull, Ileta Bray, Marty Dyer and Berwin Kock. Also present was Acting City Manager, Debbie Bottoroff; Attorney, Brandon Watkins; Public Works Director, Jack Bower; City Treasurer, Lisa Allred and City Clerk, Bonnie Buzzard.

Members present for the Grove Municipal Services Authority were Chairman, Jim Ford, Kenneth Fitch, Ivan Devitt, Berwin Kock and Don Nielsen.

**PUBLIC COMMENTS**:

Mr. Larry Edmisten addressed the City Council to report that he and his partner has recently opened a recycling facility located at the Grove Industrial Park. Edmisten noted that his company is now only accepting styrofoam for recycling, and that he would come to any site location to pick it up or individuals may deliver it to his site for processing. Edmisten added that his business is also looking at accepting other type of materials for recycling in the near future, and that he will keep the city informed as to when that develops.

Mr. Terry Ryan addressed the Council to strongly commend them on this due process they are taking in hiring a new City Manager especially involving the GMSA Trustees since they compensate up to 50% of that employee salary, and for giving consideration into hiring a professional search firm. Ryan added that as a ex-council member he recalls due process in hiring a new city manager, and indicated that a professional search firm does all of the work for you, and once they complete their search they simply hand the Council approximately 5-6 possible good applicants that fits their city’s need. Ryan indicated that he is confused about the way the current City Council ended the City Managers contract with Bruce Johnson. Ryan added that he read Johnson’s employment contract in its entirety, and the mutual general release, and is unsure if Johnson resigned or was he terminated. Because his contract states that should he be terminated than he would be entitled for severance pay, and wouldn’t be if he was terminated so what was the reason for the separation agreement with the City Manager. Watkins responded to Ryan’s concerns by saying that the main reason for the agreement between the City and Johnson was to keep all of the projects that were currently under way on track. Watkins added that Johnson’s employment contract was unlike any other basic employment contract. Kock and Dyer both responded to the comments made by Ryan by pointing out the attributes that Johnson implemented into the City of Grove, and by saying that anytime a public official leave his employment unexpected the public automatically goes on alert. The Council once again assured the Public that there was no criminal activity involved with that employment position.

Mr. Dave Helms addressed the Council to commend the City Staff on the capability they have in running the City business on a day to day basis.

Mr. Fran VonLintel addressed the Council to express thanks to the city crews for the recent clean-up of Grove Springs Park.

Follis opened the floor for discussion with the Grove Municipal Services Authority Board with respect to filling the position of City Manager/General Manager. Chairman, Jim Ford addressed the Council to report that the GMSA pays approximately 50% of the City Managers salary as acting General Manager for GMSA. Ford announced that GMSA respectfully request that the City Council allow a couple of the GMSA members to have input on the selection of qualified applicants the City choose to interview as City Manager. Ford added that the GMSA Board does not have any intentions on being a voting participant on the final selection process. Bottoroff reported that in the past the City advertised for this position with the following news media:

* Tulsa World
* Daily Oklahoman
* Oklahoma Municipal League – OK Cities and Town
* International City Manager’s Association

Bottoroff indicated that another source for the Council to consider utilizing for this position is a Consulting Firm. Bottoroff added that there are firms out there that specialize in providing consulting services to local governments that offer a one-stop-shop for Municipal Professionals of all levels, and that are staffed with professionals that have extensive experience in local government management. Bottoroff announced that she has recently visited with Larry Shelton – Chell Consulting, LLC and that he has indicated to her that he will be willing to attend a City Council meeting in order to answer the concerns and comments from the Council and Staff. The Council and GMSA Board agreed that it would be constructive to have Shelton attend a meeting for strong input and positive direction for the City of Grove. Bottoroff indicated that she would contact Shelton to see if he would be available to attend the December 4th City Council meeting. The Council, GMSA Trustees and Staff entertained questions, comments and concerns from the following individuals:

* Terry Ryan, and
* Joe Nowlin

No action was taken.

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

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

Bray made the motion to approve the City of Grove Emergency Operation Plan. Seconded by Kock. AYE: Trumbull, Bray, Dyer, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to application for Federal Assistance to Delaware County Emergency Management for the City of Grove Tornado Siren project. Bottoroff reported that the Delaware County Emergency Management is requesting authorization for application for a grant in the amount of $144,900 to purchase approximately 12 additional storm sirens for the City of Grove. This application, if approved, would require a local match of $48,300, which is a budgeted item. The sirens are to replace some of the non-working sirens and to install some new sirens around the city. Trumbull made the motion to approve the application for Federal Assistance to the Delaware County Emergency Management for the City of Grove Tornado Siren project. Seconded by Kock. AYE: Trumbull, Bray, Dyer, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion regarding declaration for surplus of city property from the Police Department fleet for two (2) ford crown patrol units. Bottoroff reported that the Police Department would like to ask the City Council to surplus the described vehicles due to costly mechanical failures. Bottoroff reported that she has received official notification from Vehicle Maintenance Superintendent, Dale Younger regarding the mechanical conditions of these two units. Bottoroff mentioned that once the vehicle has been declared surplus the Delaware County Sheriff’s department has expressed a strong interest in obtaining these vehicles for their fleet. Bray made the motion to approve the declaration of surplus of the two described vehicle from the Police Department fleet for consideration of trading goods for service with the Delaware County Sheriff’s department. Seconded by Dyer. AYE: Trumbull, Bray, Dyer, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion regarding appointment of two (2) Trustees to the Planning and Zoning Commission. Follis announced that the Staff advertised for these two (2) vacancies and received Letters of Application from the following individuals:

1. Judith Read
2. Dave Claggett
3. Bobby Warden

Follis made the motion to appoint Bobby Warden as Trustee to the Planning and Zoning Board. Seconded by Bray. AYE: Bray, Dyer and Follis. NAY: Trumbull and Kock. Motion carried.

Follis made the motion to appoint Dave Claggett as Trustee to the Planning and Zoning Board. Seconded by Bray. AYE: Trumbull, Bray, Dyer, Kock and Follis. NAY: None. Motion carried.

Dyer made the motion to approve the processing of a one-time salary adjustment for full-time employees that are not eligible for longevity pay. Seconded by Trumbull. AYE: Trumbull, Bray, Dyer, Kock and Follis. NAY: None. Motion carried.

Kock made the motion to approve a Resolution amending the Fiscal Year 2012-2013 Budget. Seconded by Dyer. AYE: Trumbull, Bray, Dyer, Kock and Follis. NAY: None. Motion carried.

Follis made the motion to approve the purchase of a 2013 Ford F450 – 4x4 Cab & Chassis Truck for the Fire Department fleet. Seconded by Dyer. AYE: Trumbull, Bray, Dyer, Kock and Follis. NAY: None. Motion carried.

**ACTING CITY MANAGERS REPORT**:

Bottoroff reported that the bids on the docks and building improvements for the Wolf Creek Expansion project are due to be opened on Friday, November 16th, and that the Staff will be bringing a recommendation to the City Council for consideration at their next meeting November 20th.

The Oklahoma Department of Wildlife Conservation has been notified of the award of bid for the Wolf Creek Park Expansion Phase I project as previously presented and discussed by Engineer, Tim McCrary, The final survey has been obtained, bid bonds has been received and breaking ground should occur next week.

Bottoroff updated the Council on several demolition structures that are scheduled with the Grove Fire Department.

Bottoroff reported that the Phase II Downtown Revitalization project is scheduled to be bid in three different phases:

1. Main Street to Hazel
2. 3rd to Main to North Hwy 59
3. All the way to 4th Street

Bottoroff mentioned that the City has officially received notification from the YMCA that they would be vacating their current facility at the end of the month.

Bottoroff noted that the election results of the City of Grove / Delaware County may be viewed on line at elections.ok.gov and follow the links to your city/county.

Bottoroff noted that all of the Council representatives have received a copy of the Today in America video. Bottoroff respectfully requested that they all review the video for accuracy or any changes they would like to see make.

**WARD REPORTS**:

Trumbull asked for an update on the NEO Loop project. Bower reported that the City crew has currently being pulled off that project however the stock piling of materials continues.

Trumbull asked for an update on the NW 110th Street project. Bower reported that project is still running, and that the completion date should be around April 2013.

Trumbull asked for an update on the Bernice Sanitation Recycling project. Bottoroff indicated that Business Owner, Wayne Crouse is still waiting for the permitting process to be complete. Trumbull questioned that once that project is up and running should the City of Grove expect a possible cost increase. Bottoroff indicated that it probable will; however she would visit with Crouse for an update.

Trumbull strongly urged the continuance of the GMSA newsletter. Trumbull indicated that it is a real nice source of information for public awareness.

Follis asked for an update on the downtown tree trimming project. Bottoroff reported that she has visited with Building & Grounds Superintendent, Craig Criger and he has indicated that he is fully aware of the need for trimming however he was not real comfortable trimming them at this time due to possible damage.

Bray reported that she will not be in attendance at the next regular City Council meeting for November 20th.

Bray expressed thanks to the Staff for the smooth operating of the City / GMSA projects, and to the GMSA board for their attendance and input during this meeting.

Bray strongly encouraged that the City of Grove put its best foot forward in regards to the upcoming Bass Fishing tournament.

Dyer expressed thanks to former Council/GMSA members Terry Ryan and Dave Helms for their attendance and input during the meeting.

Kock reported on the recent ‘Air Roll’ event the Grove Municipal Airport hosted this past weekend. Kock indicated that the event hosted participants from Canada, Chicago and Dallas.

At 7:51 PM Kock made the motion to adjourn. Seconded by Bray. AYE: Trumbull, Bray, Dyer, Kock and Follis. NAY: None. Motion carried.