**GROVE CITY COUNCIL**

**REGULAR MEETING**

**TUESDAY, SEPTEMBER 3, 2013**

**6:00 PM**

The Grove City Council met in regular session on Tuesday, September 3, 2013 at 6:00 PM with Vice-Mayor Ed Trumbull presiding. Members present were Don Nielsen, Marty Dyer and Ivan Devitt. Mayor Marty Follis was absent. Also present was Assistant City Manager, Debbie Bottoroff; Attorney, Brandon Watkins; City Treasurer, Lisa Allred; Public Works Director, Jack Bower and City Clerk, Bonnie Buzzard. City Manager, Bill Keefer was absent.

**PUBLIC COMMENTS**:

Mr. Mike Morris addressed the Council to respectfully request consideration by the Mayor and City Council to establish a memorial in honor of his son, Chase Morris by the naming / renaming of the tennis court located at the Grove Sports & Recreation Complex. Morris entertained questions and comments from the Council and Staff. No action was taken.

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

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

Trumbull opened the floor for discussion with respect to approval of a Resolution that concurs with the Grove Economic Development Authority’s approval of the First Amendment of Loan Agreement for Precision Leasing Company, LLC. Bottoroff reported that the Grove Economic Development Authority was approached to consider approval of documents related to the refinancing of the $6.4 million Industrial Development Revenue Bond that has be issued in 2007 for Precision Machine Leasing Company, LLC. GEDA was used as the catalyst for this funding mechanism. Bottoroff added that GEDA met in special session on August 28th, and approved the necessary documents for this project. Nielsen made the motion to approve the Resolution that concurs with the Grove Economic Development Authority’s approval of the First Amendment of Loan Agreement for Precision Leasing Company, LLC. Seconded by Dyer. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the bids received for Class A & Class B uniform replacement for the Grove Police Department. Bottoroff reported that the Staff advertised for bids for this budgeted item and that the following bids were received:

* MES, Inc. $11,892.34
* Southern Uniform & Equipment $10,379.70
* GALLS, Inc. $10,749.05

Bottoroff noted that all bids were in compliance with the bid specifications, and it is Staff recommendation to award the lowest bid to Southern Uniform & Equipment as presented. Police Chief, Mark Morris was present to entertain questions from the Council and Staff. Devitt made the motion to award the bid to Southern Uniform & Equipment upon recommendation from the Staff. Seconded by Nielsen. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve the Agreement with The Elim Group to facilitate a Goal Setting Retreat for the City of Grove and GMSA. Seconded by Devitt. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to approval of a Resolution amending Section 2-18 of the City of Grove’s Personnel Policy Manual as it pertains to the flexible benefit allowance. Bottoroff reported that upon the last update to the Personnel Policies and Procedures Manual on August 4, 2009, the FBA section was inadvertently left out of the policy. The original FBA required employees to provide proof of other insurance coverage. However, per the IRS Section 125 Cafeteria Plan, employees should not require employees to provide proof of other coverage in order to be eligible to participate in the FBA. Devitt made the motion to approve the Resolution amending Section 2-18 of the City of Grove’s Personnel Policy Manual as it pertains to the flexible benefit allowance as presented and discussed. Seconded by Dyer. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

Dyer made the motion to approve the Resolution creating a policy for Naming and Renaming of City owned facilities. Seconded by Devitt. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.

**CITY MANAGERS REPORT**:

Bottoroff reported that the Staff has placed a temporary directional sign for the Grove Public Library, and that a permanent one will be installed once the OKIE locate has been done.

Bottoroff added that the City of Grove has received notification from the Oklahoma Department of Transportation that the Downtown Phase II revitalization project has changed funding source. It is now funding through the Transportation Alternative Program, and that ODOT is still fine tuning that source. Upon visiting with them they indicated that Grove is at the top of their list, and that they anticipate it would another 60-90 days. ODOT also reported that the bidding process will be ran through their department which also include the awarding of bid and inspections.

In regards to the Managers Report in the packet, Dyer questioned the notification from the Oklahoma Tax Commission in regards to the sales tax reimbursement through the Quality Events Incentive Act due from the recent FLW Tour event. Dyer reported that it was disturbing to read that the sales tax revenue was not increased from that event. It was well attended. Allred reported that event occurred in June, and it was the sales tax received in August, and it showed a decrease.

Devitt asked for an update on the Staff meeting with Rose & McCrary on the potential scope of work for a Pavement Management Plan. Bottoroff indicated that Keefer, Bower and herself had an initial meeting with Rose & McCrary about this project to see if they could go out and assess all of the city streets to determine which streets need to be overlaid, seal coated or totally reconstructed. They will be working on a proposal to see what that would consist of; at what cost, and in what priority.

At 6:30 PM Devitt made the motion to adjourn. Seconded by Neilsen. AYE: Nielsen, Dyer, Devitt and Trumbull. NAY: None. Motion carried.