**GROVE CITY COUNCIL**

**REGULAR MEETING**

**TUESDAY, MARCH 19, 2013**

**6:00 PM**

The Grove City Council met in regular session on Tuesday, March 19, 2013 at 6:00 PM with Mayor Marty Follis presiding. Members present were Ed Trumbull, Ileta Bray and Berwin Kock. Member Marty Dyer was absent. Also present was Acting City Manager, Debbie Bottoroff; Attorney, Brandon Watkins; City Treasurer, Lisa Allred; Public Works Director, Jack Bower and City Clerk, Bonnie Buzzard.

**PUBLIC COMMENTS**:

Mr. Ivan Devitt – 2684 Taylor Street addressed the Council to respectfully ask for an update on the Harbor Road mobile home hook-up situation. Attorney Watkins reported that the individual owner was cited last Friday for ‘Illegal Placement of Mobile Homes’. The Staff is aware that the property owner has continued to place mobile homes at the site, and has notified the Grove Police Department to take a report.

Mr. Ben Hynum – 809 Inwood Street addressed the Council to report that he has gone out to survey the Wolf Creek Park area in regards to the Annual 4th of July celebration. Hynum noted that residents Bill & Peggy Miller have graciously donated their travel trailer for this event, and that he has already tentatively scheduled the stage. Hynum added that he would like to utilize the North end of the facility for the stage setting area in order to eliminate the evening sun from commencing down directly on the entertainment if the Council didn’t have any problems. Hynum added that he would need extra power outlets along that particular area of the facility. Hynum noted that he requested the fly-bys again this year and was denied due to military budget restraints. The Council indicated no problems with the arrangement of the Annual 4th of July event as presented and discussed by Hynum. Bottoroff suggested that Hynum set up a meeting with Buildings & Grounds Superintendent, Craig Criger to schedule the additional electrical supply and facility set-up.

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

Kock made the motion to approve the minutes of the special meeting of 03-02-2013. Seconded by Trumbull. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

Bray made the motion to approve the minutes of the special meeting of 03-08-2013. Seconded by Kock. AYE: Bray, Kock and Follis. NAY: None. Trumbull abstained. Motion carried.

Bray made the motion to approve the purchase order register contingent upon review of PO #13-31062 payable to GMSA for utilities in the amount of $3,811.88. Seconded by Trumbull. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the sealed bids received for the purchase of one new 4x4 – ¾ ton pickup for the Buildings and Grounds Fleet. Bottoroff reported that the Staff advertised for sealed bids for this new equipment and that the following three (3) bids were received:

1. Jeff Lungren Chevrolet of Grove, OK $16,595.00
2. Vance Country Ford of Guthrie, OK $15,846.00
3. Danny Beck Chevrolet of Tulsa, OK $17,365.00

Bottoroff reported that the bids were reviewed in its entirety by Buildings & Grounds Superintendent, Craig Criger and Vehicle Maintenance Superintendent, Dale Younger and it is their recommendation that the bid offered by Jeff Lungren Chevrolet be awarded despite the fact that the bid is $749 higher than the bid offered by Vance Country Ford; however Jeff Lungren Chevrolet has a long history of offering excellent service and support to the City of Grove, and that this vehicle is in their inventory which greatly decreases delivery time. Trumbull made the motion to award the bid to Jeff Lungren Chevrolet for the purchase of one new 4x4 – ¾ ton pickup in the amount of $16,595. Seconded by Kock. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to the sealed bids received for mowing and clean-up of Code Violation Properties. Bottoroff reported that the Staff advertised for sealed bids for this project and one bid was received from Pendergraft Enterprises, Inc. for the bid price of $50/per hour utilizing a John Deere 5205 four-wheel drive tractor or $60/per hour utilizing a Mahindra 65hp tractor. Bottoroff reported that the bid is the same amount as last year for the same service. Bray made the motion to award the bid to Pendergraft Enterprises, Inc. as presented for mowing of Code Violation properties. Seconded by Kock. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to authorizing the advertisement for demolition and clean-up of Code Violation Properties. Bottoroff reported that there are several dilapidated structures located throughout the City of Grove; it is Staff’s desire to remove as many of those structures as funding will allow. The City will follow the procedures outlined in the State Statutes regarding removal of dilapidated structures. Bottoroff added that the city does not have adequate equipment or manpower to demolish dilapidated structures. Trumbull made the motion to approve the advertisement for demolition and clean-up of Code Violation Properties. Seconded by Follis. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to approval of Fireworks Display Agreement. Bottoroff reported that one proposal was received on this project from Liberty Pyrotechnics for the City of Grove annual 4th of July celebration. Liberty Pyrotechnics has provided the display for the past two years, and has the expertise to shoot the fireworks from a barge located on the water. Bottoroff noted that the fee for this agreement will be $12,500. Kock made the motion to approve the Firework Display Agreement with Liberty Pyrotechnics. Seconded by Follis. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

Bray made the motion to approve the YMCA Pool Agreement for swimming lessons, water fitness classes, use of the storage area and locker rooms. Seconded by Trumbull. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to appointing a Steering Committee to work with LandPlan Consultants to create a Master Trail Plan for Wolf Creek Park and Grove Springs Park. Bottoroff reported that the Council previously approved creating a master plan for this project beginning at Grove Springs and ending at Wolf Creek Park. Bottoroff mentioned that it is important to have input from not only the public, but the school, GRDA and Audubon Society. It is upon recommendation that the Council establish a steering committee to work with LandPlan Consultants to create a Master Trail Plan. Bottoroff suggested that the following individuals be appointed to serve on the Steering Committee to meet and work with LandPlan Consultants on preparing a plan, sketches and cost estimates for the Master Trail Plan as described:

* Bob Huggins
* John Beyer – Grand Lake Audubon Society
* Ed Trumbull – City Council Member/Science Teacher
* Debbie Bottoroff – Acting City Manager
* Craig Criger – Buildings & Grounds Superintendent
* Jacklyn Jaggers – Grand River Dam Authority
* Dave Claggett – Chairman Planning & Zoning Commission
* Ward Miller

Kock made a motion to approve the creation of a Steering Committee to work with LandPlan Consultants to create a Master Trail Plan for Wolf Creek Park and Grove Springs Park., and to appoint the above-mentioned individuals to serve on that committee. Seconded by Bray. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to scheduling the City Wide Spring Clean – up for April 22 – 26, 2013. Bottoroff reported that this project is a yearly event that the City of Grove conducts to assist the resident with disposal of trash, debris, brush and limbs once a year free of charge. Bottoroff added that this year in addition to the annual spring clean-up, the City of Grove will be partnering with Delaware County Solid Waste to provide a free one day tire disposal for all residents. Staff recommended that the Council schedule the week of April 22-26, 2013 for the City wide Spring clean-up, and that Delaware County has scheduled Saturday, April 27, 2013 for the one day free tire disposal. Bray made the motion to approve the scheduling of April 22-26, 2013 for the annual City wide Spring clean-up. Seconded by Kock. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to appointment of City Manager and approval of contract. Attorney Watkins advised the Council that they may announce the appointment of the new City Manager, however; the contract is still pending final negotiations, therefore; can’t be approved at this time. Bray made the motion to appoint William ‘Bill’ Keefer of Augusta, Kansas as the City Manager for the City of Grove. Seconded by Trumbull. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.

**ACTING CITY MANAGERS REPORT**:

Bottoroff reported that GMSA received unofficial notification today that they were approved for a $7.0 million dollar loan from the Oklahoma Water Resource Board for the Phase III - Water Treatment Plant expansion so that project should get underway in the near future.

Bottoroff reported that in regards to the CNG Station, the site preparation drawings are being underway at this time. GMSA would be responsible for conducting the site survey. The Grove Public School has announced their intentions for fleet participation in this project along with Bernice Sanitation and Pelivan Service.

Bottoroff reported that she has been working with Public Works Director, Jack Bower and Street Superintendent, Rick Tanner in regards to the deterioration of the City street, prioritizing them, and cost estimates as to what it would take to get them all back into condition, Bottoroff added that she had visited with Rick Smith - Municipal Service Finance for discussion of the various payment options:

* General Obligation Bonds
* Street Sales Tax Increase
* Street Improvement Fee

Bottoroff mentioned that the street overhaul project consists of approximately 25 city wide streets with 6.23 miles of the following streets being total rebuilt at an estimated cost of $5.0 million which includes material and labor:

* Harbor Road
* Baycrest Road, and
* Leisure Street

The remaining 22 city wide streets are to be overlaid at an estimated cost of $1.6 million which is material only. Bottoroff discussed this project in detail with the Council and participating audience.

**WARD REPORTS**:

Bray expressed thanks to Public Works Director, Jack Bower for the clean-up work along Lennell Street.

At 7:09 PM Kock made the motion to adjourn. Seconded by Bray. AYE: Trumbull, Bray, Kock and Follis. NAY: None. Motion carried.