

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, FEBRUARY 21, 2017
4:30 PM
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, February 21, 2017 at 4:30 PM with Chairman Robert Plunk presiding. Members present were Berwin Kock and Don Nielsen. Member Bill Dyer was absent. Also present was General Manager, Bill Keefer; Attorney, Darren Cook; Public Works Director, Jack Bower; City Treasurer, Lisa Allred; Assistant General Manager, Debbie Bottoroff and City Clerk, Bonnie Buzzard.

Kock made the motion to approve the minutes from the previous meeting. Seconded by Nielsen. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

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

Plunk opened the floor for discussion with respect for authorization to raise the file limit amount to the ACH Automatic Payment. Allred reported that more customers are signing up to have their utility bill automatically drafted from their bank account. Allred noted that there is a maximum dollar limit, per file that is transmitted to the bank, which at time causes us to exceed the previous set amount of \$85,000. Allred noted that she is requesting the Board authorize the file limit from \$85,000 to \$125,000, which has not been raised since February of 2014. Allred entertained questions from the Board. Nielsen made the motion to authorize the ACH file limit amount as presented. Seconded by Kock. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

Plunk then opened the floor with respect to a Resolution authorizing a "Not to Exceed Credit" for Grove Public Schools and Lendonwood Gardens for water and sewage usage during the 2017-2018 Fiscal Year. Keefer reported that this is the same amount approved over the past four years, and it is Staff recommendation that the Board approve the same this fiscal year. Nielsen made the motion to approve the Resolution as presented and discussed. Seconded by Kock. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

Plunk opened the floor for discussion with respect to approval of a Resolution amending the bulk compost policy. Keefer reported that GMSA utility office had their first bulk compost customer, at which time it was discovered that loading fee was too high in comparison to other pricing within the area. WWTP Superintendent, Aston York has performed further research and comparison of prices and recommends that GMSA approve a new Resolution establishing a more competitive loading fee as follows:

"Change the loading fee from \$20.25 per scoop to \$18.50 per two scoops and charging the loading fee in two scoop increments only with \$148.50 being the minimum charge."

York was present to entertain questions, comments and concerns from the Board and Staff. Nielsen made the motion to approve the Resolution as presented and discussed. Seconded by Kock. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

STAFF REPORT:

Keefer reported that he recently received notification that GRDA is considering a policy prohibiting fishing tournaments on their lakes once the water temperatures reaches 80°. Keefer indicated that he will be visiting with GRDA to strongly express the City's concerns with that policy. Keefer noted that he will keep the Board updated.

Keefer noted his response back to DEQ to their letter dated January 6, 2017, regarding a Notice of Violation the total residual chlorine permit limit violations for April, September, October and November 2016.

Keefer reported that Gas Analyst, Cindy Hollenback is constantly monitoring the daily gas prices, and today GMSA locked in gas nominations at \$2.90 per dekatherms.

Bower updated the Board on the following ongoing projects:

- North Cherokee Street waterline
- Cherokee Casino water, sewer, and gas ongoing construction project
- Eagle Picher line replacement

REPORT FROM TRUSTEES:

Kock questioned the reasoning for the two 6" waterline breaks as stated in the reports. Bower indicated that it is common and that most of the breaks depends on the weather.

Kock then asked about the chlorine system at the Waste Water Treatment Plant. York responded by saying that he has recently replaced 3 units.

EXECUTIVE SESSION:

At 4:55 PM Nielsen made the motion for GMSA to recess into an Executive Session for the purpose of confidential communications between a public body and its Attorney concerning a pending investigation, claim, or action if the public body, with the advice of its Attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, pursuant to Title 25 O.S. Section 307.B.4. (Pending Litigation) to include participation from Keefer and Bottoroff. Seconded by Kock. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

At 5:23 PM Nielsen made the motion for the Board to come out of Executive Session with no action taken. Seconded by Kock. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.

Plunk announced that in regards to the above-mentioned agenda item. No action taken.

At 5:23 PM Kock made the motion to adjourn. Seconded by Nielsen. AYE: Kock, Nielsen and Plunk. NAY: None. Motion carried.