

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, JUNE 21, 2016
4:30 PM**

The Grove Municipal Services Authority met in regular session on Tuesday, June 21, 2016 at 4:30 PM with Chairman Robert Plunk presiding. Members presiding were Bill Dyer, Berwin Kock and Don Nielsen. 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.

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

Dyer made the motion to approve the minutes from the 05-25-16 special meeting. Seconded by Nielsen. AYE: Dyer, Kock, Nielsen and Plunk. NAY: None. Motion carried.

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

Dyer made the motion to approve a Resolution amending the 2015/2016 Fiscal Year Budget. Seconded by Kock. AYE: Dyer, Kock, Nielsen and Plunk. NAY: None. Motion carried.

Plunk opened the floor for discussion with respect to approval of a Resolution pertaining to calculating the cost of sewer service. Bottoroff reported that past practice to calculate the cost for sewer service is based on the amount of water delivered through the GMSA water meter, not including separate sprinkler meters. After researching this matter, it was discovered this method of calculating the cost of water is not identified in the Code of Ordinances or any other official documents. With this discovery, plus the recent approval of agreements with the Cherokee Nation to provide services over Sailboat Bridge, staff has determined it is the appropriate time to amend the Ordinance to include the method of calculating the cost for sewer services. Bottoroff added that the proposed Resolution provides two options for calculating the cost for sewer services which includes:

1. The current and past practice to calculate the cost based on the amount of water delivered through the GMSA water meter; and
2. Calculating the cost for sewer service on the flow through a Sewer Flow Meter installed by the customer at their expense.

Bottoroff noted that the Resolution does not change the rates for sewer service; it only identifies the methods of calculating the amount of gallons of sewage that the customer will be billed for. The Staff entertained questions, comments and concerns from the Board. Dyer made the motion to approve the Resolution pertaining to calculating the cost of sewer service as presented and discussed. Seconded by Kock. AYE: Dyer, Kock, Nielsen and Plunk. NAY: None. Motion carried.

Plunk then opened the floor for discussion with respect to declaring various supplies, materials and equipment as surplus or obsolete and authorizing the sale of the items at a public auction. Bower respectfully requested that the Board consider adding one used electric fusing machine that was recently found in storage. Dyer made the motion to declare the various supplies, materials and equipment as surplus and authorize the sale of the items at a public auction. Seconded by Nielsen. AYE: Dyer, Kock, Nielsen and Plunk. NAY: None. Motion carried.

STAFF REPORTS:

Keefer reported that he has attached a report in the packet that was prepared by Cindy Hollenback updating the monthly status of the gas nominations, gas usage, the amount of gas in storage and the excess gas that has been sold back to Constellation. Keefer noted that it is anticipated that GMSA will have several times more months through the summer where they will need to sell back portions of the gas nominations. Keefer indicated that he will be the Board updated on this issue.

Bower updated the Board on the following projects:

- Industrial Park Annex utility construction
- Grove High School sewer intake project
- Highway 59 North easement collections
- Water loss has decreased from last month
- Continual working on water leaks
- July 14th opening bid(s) on Cherokee Street utility project - split into two different projects
- Water plant residual removal is currently underway. Should be completed next week.

EXECUTIVE SESSION:

At 5:00 PM Nielsen made the motion for the Board to recess into 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. (Public Water District # 9 Contract) to include participation from General Manager, Bill Keefer; Assistant General Manager, Debbie Bottoroff and Public Works Director, Jack Bower. Seconded by Kock. AYE: Dyer, Kock, Nielsen and Plunk. NAY: None. Motion carried.

At 5:31 PM Nielsen made the motion for the Board to come out Executive Session with no action taken. Seconded by Dyer. AYE: Dyer, Kock, Nielsen and Plunk. NAY: None. Motion carried.

Plunk announced that in regards to discussion with respect to above-mentioned agenda item. No action taken.

At 5:32 PM Dyer made the motion to adjourn. Seconded by Nielsen. AYE: Dyer, Kock, Nielsen and Plunk. NAY: None. Motion carried.