

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, AUGUST 16, 2016
4:30 PM**

The Grove Municipal Services Authority met in regular session on Tuesday, August 16, 2016 at 4:30 PM with Chairman, Robert Plunk presiding. Members present were Bill Dyer, Mike Ferguson and Don Nielsen. Member, Berwin Kock 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.

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

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

Plunk opened the floor for discussion with respect to a request from Rob Chubb to waive the costs to install a gas meter at 1638 North Highway 59 for his new business "On Target Guns Bows and Range, LLC". Keefer reported that Chubb has recently purchased the old Family Dollar building along Highway 59 with the intent of relocating his gun and bow shop. Keefer noted that Chubb has approached the City / GMSA inquiring about any incentives that might be available to him to assist with the opening of his new business. As part of the conversation he indicated that his building did not have gas service, and would request that GMSA waive the costs to install the meter, and that the cost would be determined by the BTU load. Keefer estimated that cost range to be anywhere from \$911 to \$1257. Plunk strongly suggested that the Board look at implementing a policy to assist incoming retail businesses on a case by case basis. Ferguson suggested that the Staff visit with other cities and towns to see if they offer incentives, and if so, how does their policy read. Keefer entertained questions from the Board, and agreed to work with the Staff to implement a policy for a future meeting. Dyer made the motion to table this item until the next regular meeting for a possible policy establishment. Seconded by Ferguson. AYE: Dyer, Ferguson, Nielsen and Plunk. NAY: None. Motion carried.

Plunk opened the floor for discussion with respect to approval of a Resolution establishing a policy regarding the sale of bulk compost at the Waste Water Treatment Plant. Keefer reported that over the past year(s) the sludge from the WWTP has been conformed into compost, and was then provided to customers at no charge, on a first come first served basis. Plant Superintendent, Aston York researched how other municipalities are disposing of their compost, and discovered that they are creating a revenue stream by selling it. Upon completing his research, York recommends that GMSA follow the same direction as other municipalities by creating a policy regarding disposing of compost and implement a 'per scoop' fee. Allred brought it to the attention that the WWTP is located outside the corporate limits of Grove, therefore the collection of 'sales tax' would not be permissible. Dyer suggested that the ~~BULK COMPOST FEE~~ as used in Section I be stricken to read 'LOADING FEE'. The Board further discussed the effective date of the Resolution should be of significant time in order for public awareness. The Board settled on January 1, 2017 as that effective date. Dyer made the motion to approve the Resolution to include the changes as discussed. Seconded by Nielsen. AYE: Dyer, Ferguson, Nielsen and Plunk. NAY: None. Motion carried.

Plunk then opened the floor for discussion with respect to the following agreements with ODOT:

- A. An agreement for the installation and maintenance of a water line to be attached to Sailboat Bridge. Nielsen made a motion to approve the agreement as presented. Seconded by Ferguson. AYE: Dyer, Ferguson, Nielsen and Plunk. NAY: None. Motion carried.

- B. An agreement for the installation and maintenance of a sanitary sewer line to be attached to Sailboat Bridge. Dyer made the motion to approve the agreement as presented. Seconded by Nielsen. AYE: Dyer, Ferguson, Nielsen and Plunk. NAY: None. Motion carried.

STAFF REPORTS:

Keefer updated the Board on the previously approved proposals to ODOT for the relocation of the water and gas lines South of Grove. Keefer mentioned that the proposals outlined the cost shares for each of the projects, and as per ODOT policy, they will reimburse GMSA 100% of the costs to relocate the water line. In turn, the costs of the relocation of the gas line if located in ODOT right-of-way the costs for the relocation would in all likelihood be 100% back on the gas utility. Keefer mentioned that because almost 99% of our gas lines is located in a private easement and the line is to be relocated into a new private easement, ODOT will reimburse GMSA the cost associated with the relocation of that portion of the gas line. Keefer added that if the cash flow / balance in the GMSA Capital Fund allows the Staff would like to review with the Board the opportunity to add a separate gas line and upgrade to the regulators.

Bower reported that he got called out last night to the Town of Afton regarding no gas service to the whole town. Bower noted that someone had gone out and shut off their main gas valve. Bower added that the Ottawa County Sheriff's office was notified and came out and took a report. GMSA sent a 6 man crew over to assist them, and the Town of Fairland sent 2 men. Bower reported that as of 3:00 this afternoon, the crews had approximately two-thirds of the town relit.

Bower reported that GMSA has started on the Harbor Loop gas line construction. The crew is having complication with the phone company not getting their line locates called in. Bower noted that Derrick Douthit has been on the phone with them (involving three different cities) this week trying to get their line locates complete.

At 5:24 PM Dyer made the motion to adjourn. Seconded by Nielsen. AYE: Dyer, Ferguson, Nielsen and Plunk. NAY: None. Motion carried.