

**GROVE MUNICIPAL SERVICES AUTHORITY  
REGULAR MEETING  
TUESDAY, NOVEMBER 15, 2016  
4:30 PM**

The Grove Municipal Services Authority met in regular session on Tuesday, November 15, 2016 at 4:30 PM with Chairman Robert Hunk presiding. Members present were Bill Dyer, Berwin Kock, Michael Ferguson and Don Nelsen. Also present was General Manager, Bill Keefer; Attorney, Darren Cook; Public Works Director, Jack Bower; City Treasurer, Lisa Alfred; Assistant General Manager, Debbie Bottoroff and City Clerk, Bonnie Buzzard.

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

Kock made the motion to approve the minutes from the special meeting of 10-26-16. Seconded by Dyer. AYE: Dyer, Kock, Ferguson, Nelsen and Hunk. NAY: None. Motion carried.

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

Hunk opened the floor for discussion with respect to approval of the following amended agreements with the Oklahoma Department of Transportation. Keefer reported that in August the Board approved the two agreements with ODOT for the attachment and installation of the water and sewer lines on Sail Boat Bridge. Recently, ODOT stopped work on the bridge until several questions or issues could be resolved regarding the attachments to the bridge. This issue has been resolved with a revision to the plans, therefore the agreements that were approved in August will now have to be amended to reflect the revisions to the project plans.

A. Dyer made the motion to approve the amended agreement for the installation and maintenance of a water line to be attached to Sail Boat Bridge, and authorized the General Manager to execute the documents accordingly. Seconded by Kock. AYE: Dyer, Kock, Ferguson, Nelsen and Hunk. NAY: None. Motion carried.

B. Dyer made the motion to approve the amended agreement for the installation and maintenance of a sanitary sewer line to be attached to Sail Boat Bridge, authorize the General Manager to execute the documents accordingly. Seconded by Nelsen. AYE: Dyer, Kock, Ferguson, Nelsen and Hunk. NAY: None. Motion carried.

Kock made the motion to approve the acknowledgment of receipt from the Oklahoma Department of Environmental Quality of permit # WL000021160912 for the construction of 965 linear feet of six inch PVC potable water line and appurtenances as part of the Orizon Aerostructures Project. Seconded by Dyer. AYE: Dyer, Kock, Ferguson, Nelsen and Hunk. NAY: None. Motion carried.

Hunk opened the floor for discussion with respect to a Resolution requiring voluntary annexation to connect to utility services provided by GMSA in an unincorporated portion of Delaware County and outside the city limits of Grove, Oklahoma in accordance with the City of Grove's Annexation Policy. Keefer reported that in anticipation of continued growth, the City Council adopted an annexation plan at their November 1st meeting. As previously discussed, requiring voluntary annexation in exchange

for utility services in one of the leverages GMSA and the City of Grove can use to annex properties outside the city limits, as described in Section E of the proposed Resolution addresses the voluntary annexation in exchange for utility services, and that it will mirror the Annexation Plan passed by the City Council plus it will provide GMSA the leverage to implement the intent of the plan. Dyer made the motion to approve the Resolution as presented. Seconded by Ferguson. AYE: Dyer, Kock, Ferguson, Nelsen and Hunk. NAY: None. Motion carried.

Dyer made the motion to approve the denial of claim filed by Cheri Day upon recommendation from the Oklahoma Municipal Assurance Group. Seconded by Kock. AYE: Dyer, Kock, Ferguson, Nelsen and Hunk. NAY: None. Motion carried.

Hunk opened the floor for discussion with respect to long-term gas nominations. Keefer reported that as the Board is aware GMSA has over the past year had to sell at a loss varying quantities of gas back to Constellation depending upon available storage capacity and monthly consumption. Keefer noted that he has attached in the packet a spreadsheet noting the nominated quantities each month as well the amount of gas that we sold back and the price per dekatherm. Keefer added that Gas Purchasing & Billing Analyst, Gndy Hollenback is at home recovering from knee surgery but has agreed to join the meeting via phone. Hollenback updated the Staff and Board on the most recent gas pricing from this morning opening market. Hollenback then entertained questions, comments and concerns from the Board. Dyer made the motion to authorize the Staff to keep the nomination for a 12/18 month basis with Constellation Energy. Seconded by Ferguson. AYE: Dyer, Kock, Ferguson, Nelsen and Hunk. NAY: None. Motion carried.

#### **STAFF REPORT:**

General Manager: Keefer reported that the GMSA emblem on the fleet vehicles are somewhat outdated and that the Staff has been working on creating a new look by replacing the old emblems with the new GMSA logo. Keefer added that he has placed examples of the new logo in the packet for Board awareness.

Public Works Director: Bower updated the Board on the following ongoing projects:

- Cherokee Street water/gas line re-location
- Orizon Aerostructures waterline construction project
- Completion of Harbor Loop Drive project
- Four (4) incidents since the passing of the Gas Leak policy
- Continuous work on water leaks
- Cherokee Casino water, sewer and gas construction project.
- Completion of the waterline replacement as part of the downtown revitalization project

#### **EXECUTIVE SESSION**

At 5:25 PM Kock made the motion for the Board 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 Bill Keefer; Jack Bower and Debbie Bottoroff. Seconded by Dyer. AYE: Dyer, Kock, Ferguson, Nelsen and Hunk. NAY: None. Motion carried.

At 5:39 PM Dyer made the motion for the Board to come out of Executive Session with no action taken. Seconded by Kock. AYE: Dyer, Kock, Ferguson, Nelsen and Plunk. NAY: None. Motion carried.

Plunk opened the floor for discussion with respect to the above-mentioned agenda item. Dyer made the motion to authorize the City Attorney to file the appropriate paperwork to recover the fees incurred from a recent gas leak. Seconded by Ferguson. AYE: Dyer, Kock, Ferguson and Plunk. NAY: None. Nelsen abstained. Motion carried.

At 5:40 PM Dyer made the motion to adjourn. Seconded by Nelsen. AYE: Dyer, Kock, Ferguson, Nelsen and Plunk. NAY: None. Motion carried.