

**GROVE MUNICIPAL SERVICES AUTHORITY  
REGULAR MEETING  
TUESDAY, DECEMBER 19, 2017  
4:30 PM  
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, December 19, 2017 at 4:30 PM with Chairman, Robert Plunk presiding. Member present were Bill Dyer and Don Nielsen. Member(s) Berwin Kock and Andy Stewart 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, Nielsen and Plunk. NAY: None. Motion carried.

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

Plunk opened the floor for discussion with respect to the acceptance of the 2016-2017 Annual Audit. Anna Elfrink – MS, CPA addressed the GMSA Board for detail presentation of her report on the Audit of Financial Statement for the year ending 06/30/17. Elfrink reported that this audit was conducted for the purpose of forming opinions on the financial statement that collectively comprise the Grove Municipal Services Authority financial statements as a whole. Elfrink reported no major discrepancies in the audit being presented. Elfrink fielded questions from the Board. Elfrink added that this is an unqualified opinion of the audit, and that it contains no issues. The audit presentation last for approximately 10 minutes. Elfrink commended the GMSA Staff on their helpfulness that was offered to her during the audit process. Dyer made the motion to approve the 2016-2017 fiscal year audit as presented and discussed. Seconded by Nielsen. AYE: Dyer, Nielsen and Plunk. NAY: None. Motion carried.

Dyer made the motion to authorize the bad debt write off in the amount of \$3,148.41. Seconded by Nielsen. AYE: Dyer, Nielsen and Plunk. NAY: None. Motion carried.

Plunk opened the floor for discussion with respect to renewal/extension of \$0.4 percent dedicated Sales Tax that expires on June 30, 2021. Keefer reported that as per the City Ordinance, the 4/10 of 1% sales tax is dedicated for the use and benefit of the payment of debt service in connection with obligations issued to finance said capital expenditures, and that the average revenue over the past three fiscal years generated by the 0.4% sales tax was approximately \$752,000. Keefer noted that though the expiration of this sales tax is still 3 ½ years away, there has been some brief discussion from the City Council to hold a special election sooner than later to extend the 4/10 to ensure that there is ample time to consider maintaining this important source of revenue. Keefer mentioned that the use of the funds identified and limited to capital projects and debt service for the City as well as the Trust Authorities. Keefer reported that the City Council met and discussed this item at their last meeting and concluded to authorize the Staff to move forward with preparing of the documents, identifying the schedule for special election to bring back to them for consideration. Keefer then entertained questions, comments and concerns from the Board. Dyer made the motion to support the City Council's action in moving forward with the scheduling of the Special Election pertaining to the 4/10 Sales Tax. Seconded by Nielsen. AYE: Dyer, Nielsen and Plunk. NAY: None. Motion carried.

**STAFF REPORTS:**

Keefer reported on the gas contract order update chart that included recent information on the weather forecast for December and the most recent block of gas nominated for calendar year 2019 & 2020 at a price of \$2.6669 per Dth.

Bower updated the Board on the following ongoing projects:

- Completion of the leak survey:
  - 3 leaks were discovered w/more to be reported
- Repairing 14<sup>th</sup> Street water / gas line
- Continual monitoring of the two anode beds
- Standard routine maintenance

**TRUSTEES REPORT:**

Dyer reported that he will be absent for the January & February meeting but will return in time for the March meeting.

Nielsen wished all a Merry Christmas and a Happy New Year.

At 4:53 PM Dyer made the motion to adjourn. Seconded by Nielsen. AYE: Dyer, Nielsen and Plunk. NAY: None. Motion carried.