

**GROVE MUNICIPAL SERVICES AUTHORITY  
REGULAR MEETING  
TUESDAY, MARCH 19, 2019  
4:30 PM  
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, March 19, 2019 at 4:30 PM with Chairman, Andy Stewart presiding. Members present were Marty Follis, Berwin Kock, Robert Plunk 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.

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

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

Stewart opened the floor for discussion with respect to approval of bids for the purchase of three (3) new fleet vehicles. Keefer reported that the Staff advertised for seal bids for these vehicles and received only one bid from Jeff Lungren Chevrolet of Grove in amount of:

One ton – four wheel drive cab and chassis:	\$41,292.95
¾ ton – four wheel drive pickup	\$41,798.00
½ ton – four wheel drive pickup	\$31,346.90

Keefer announced that all of the bids exceeded the budgeted amount of \$34,500. Therefore, it is Staff recommendation to reject the bid, and authorize the Staff to purchase four (4) ½ ton four-wheel drive pickups through availability with the State Contract. Plunk made the motion to reject the bids received and to authorize the purchase of four (4) ½ ton, four-wheel drive pick-ups through the State Contract. Seconded by Follis. AYE: Follis, Kock, Plunk, Nielsen and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to the bids for the sale of one (1) used Vaccon Combination Sewer Maintenance / Hydro-Excavator Truck. Keefer reported that the Staff advertised for sealed bids for this surplus equipment and received only one bid from Frontier Equipment of El Reno, OK for the said amount of \$50,000 which is considerably less that what we believe the value of the equipment is. Therefore, it is the consensus from the Staff to reject the bid, and authorize the Staff to proceed with other options for the sale of this vehicle. Follis made the motion to reject the bid received from Frontier Equipment, and to authorize the Staff to proceed with other options of disposal of the surplus equipment. Seconded by Nielsen. AYE: Follis, Kock, Plunk, Nielsen and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion respect to the bids for the residual removal at the Water Treatment Plant. Keefer reported that the Staff again advertised for sealed bids for this project, and received only one bid from Miller Environmental in the amount of \$0.025 per gallon. Keefer noted that this is a slight increase from the previous year. Plunk made the motion to award the bid to Miller

Environmental as presented for the residual removal. Seconded by Follis. AYE: Follis, Kock, Plunk, Nielsen and Stewart. NAY: None. Motion carried.

Follis made the motion to approve a Resolution authorizing a Utility Credit for Grove Public Schools (baseball field) and Lendonwood Gardens for Fiscal Year 2019-2020. Seconded by Plunk. AYE: Follis, Kock, Plunk, Nielsen and Stewart. NAY: None. Motion carried.

Plunk made the motion to approve the Resolution amending the 2018-2019 GMSA Capital Fund. Seconded by Follis. AYE: Follis, Kock, Plunk, Nielsen and Stewart. NAY: None. Motion carried.

Follis made the motion to deny claim #205778-BD from Mary Lou Ortiz, Trustee of the Robert Henkle Trust upon recommendation from the Oklahoma Municipal Assurance Group. Seconded by Plunk. AYE: Follis, Kock, Plunk, Nielsen and Stewart. NAY: None. Motion carried.

**STAFF REPORT:**

Keefer reported that he has been visiting with the Staff in regards to the long-term investments needed to get the automatic meter readers operating accurately plus the future maintenance budget to keep the system functioning.

Keefer reported that the Oklahoma Department of Transportation 3-5 year plan involves a widen project North of Grove from the Sailboat Bridge to the Tom Cat Corner area. Keefer noted that it would involve relocating a GMSA gas line (water and sewer) plus the purchasing of right-of-ways. Keefer estimated the cost of this project to be approximately \$3 million dollars.

Keefer then reported that the City Council has asked the Staff to prepare a draft policy on the Code of Ethics and Code of Conduct for elected officials that would also apply to members of each board appointed by the Mayor and City Council. Upon approval of such policy, a copy will be provided to members of the each board.

Bower reported that the crew is still working on the Village of Honey Creek plus continual service lines and normal maintenance.

**TRUSTEES REPORT:**

Kock asked if the irritate customers situation is lightening up any. Keefer responded by saying that it has to a point but that you'll always have upset customers.

Plunk reported that the GMSA crew was not in his housing area the other day completing a project, and by the time they were done his drive-way area was real smooth. The crew done a wonderful job.

At 5:07 PM Follis made the motion to adjourn. Seconded by Nielsen. AYE: Follis, Kock, Plunk, Nielsen and Stewart. NAY: None. Motion carried.