

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, FEBRUARY 18, 2020
4:30 PM
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, February 18, 2020 at 4:30 PM with Chairman, Andy Stewart presiding. Members present was Marty Follis, Berwin Kock, Ivan Devitt 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.

PUBLIC COMMENTS:

Mackenzie Haff – Sr. Sales Representative of Blue Mark Energy addressed the Board to report that she had previously serviced GMSA under Constellation and introduced her new position with Blue Mark Energy. Haff presented the Board with a cost saving comparison with the current supplier for 2019, and a spreadsheet indicating a proposed forecast total savings with Blue Mark Energy for the 2021-2022. Haff entertained questions and comments from the Board, and extended her services to attend any meeting should the Board have any further questions.

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

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

Stewart opened the floor for discussion with respect to a Resolution authorizing the annual water and sewer credits for Lendonwood Garden and Grove Public Schools (baseball field). Keefer reported that this is the same agreement as approved in previous years. Nielson made the motion to approve the Resolution as presented. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to a lease agreement with Q2 Holdings, LLC for the use of 6" water line owned by GMSA. Keefer reported that the property owners of the old Ballerina Mobile Home Park approached GMSA about utilizing a 6" water line that will be installed by GMSA to serve a fire hydrant within the development. The developer is proposing to attach a private water main extension beyond the fire hydrant along our 6" main line for service lines to serve their RV customers. Follis made the motion to approve the lease agreement with Q2 Holdings, LLC as presented. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to the following items:

- A. Declaring 2000 linear feet of 16" PVC pipe that is UV damaged as surplus material – Keefer reported that the Staff is recommending that the Board declare 2000 feet of UV damaged 16" PVC pipe as surplus. Keefer indicated that the Staff will retain approximately 300' for various City/GMSA various projects. Kock made the motion to declare the 2000 feet of 16" PVC material as surplus. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.
- B. Approval of an agreement with Northeast Tech to exchange 2000' of surplus 16' PVC pipe for customized business and industry services training of equal value – Keefer reported that GMSA has received an interest in the above-mentioned surplus material from Northeast Technology Center in exchange for \$10,000 of tuition credit for customized business and industrial services training for City of Grove &

GMSA employees during a term beginning on March 1, 220 and ending on June 30, 2022. Kock made the motion to approve the agreement with Northeast Technology as presented and discussed. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart then opened the floor for discussion with respect to the following items:

- A. Approval of a Resolution amending the GMSA Policy and Procedure Manual to include provisions for No Social Security Number Applications for residential service – Nielsen made the motion to approve the Resolution as presented. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.
- B. Approval of a “Utility Application No Social Security Number Waiver Agreement” – Kock made the motion to approve the waiver agreement as presented. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to a Resolution amending the GMSA Utility Rates to include utility deposit amounts for residential customers who choose not to provide their social security number as part of their application for utility services. Keefer announced that the proposed Resolution establishes higher deposit amounts for applicants that do not want to share their social security number, and to lessen the potential of lost revenue due to non-payment of balance due. Kock made the motion to approve the Resolution amending the GMSA utility rates as presented. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to an Engineering Services Agreement with Rose & McCrary for a preliminary Engineering Report as part of the funding requirements of the Oklahoma Clean Water State Revolving Fund. Keefer reported that the purpose for this report is to compile an engineering report which is a required part of the application process to the Oklahoma Clean Water State Revolving Fund through the Oklahoma Water for the purpose to provide basic information on our sanitary sewer system, the scope of the proposed project, repair options and its cost estimates. Engineer, Tim McCrary was present to entertain any questions, comments or concerns from the Board or Staff. Kock made the motion to approve the Engineering Service Agreement with Rose & McCrary as presented. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Follis made the motion to approve a Resolution amending the 2019-2020 GMSA Capital Budget as relating to the above-mentioned agenda item. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

STAFF REPORTS:

Bower reported that the crews are doing continual work on the transmission line(s) and sewer line replacement projects.

TRUSTEES REPORT:

Kock inquired about any freezing problems due to the recent weather conditions. Bower reported that he was not aware of any problems.

Nielsen reported that he noticed a large amount of water standing on the corner of Shundi & Harbor Road. Bower reported that it is run off from the pasture.

At 5:17 PM Devitt made the motion to adjourn. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.