

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, DECEMBER 17, 2019
4:30 PM
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, December 17, 2019 at 4:30 PM with Chairman, Andy Stewart presiding. Members present were Marty Follis, Berwin Kock, Ivan Devitt and Don Nielsen. Also present was Assistant General Manager, Debbie Bottoroff; Attorney, Darren Cook, Public Works Director, Jack Bower and City Clerk, Bonnie Buzzard. General Manager, Bill Keefer was absent.

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

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

Follis made the motion to approve a Resolution amending the 2019-2020 fiscal year budget. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to the bids received for one Bio-Air Eco Filter for the Grove Waste Water Treatment Plant. Water/Wastewater Superintendent, Aston York addressed the Board to report that this item was advertised for seal bids and that the following bids were received:

Bio-Air Solutions, LLC	\$90,200.00
Water Tech, Inc.	\$112,000.00
Advanced Process Technologies	\$141,950.00

York reported that he reviewed all bids, and it is his recommendation to award Bio-Air Solutions, LLC as the most responsive and complete bid. York noted that this equipment will be installed in house, and should consultation be needed from the manufacturer during installation, Bio-Air Solutions will send a Field Service Tech to assist at an extra fee as submitted with bid. Devitt made the motion to award the bid to Bio-Air Solutions, LLC in the amount of \$90,200 for one bio-air eco filter. 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 authorizing the execution of Professional Services Agreements pertaining to the financing of improvements to the natural gas system benefitting the City of Grove, Oklahoma; authorizing the authority's financial advisor to distribute information packets to prospective financing institutions in connection with the referenced financing, and containing other provisions related thereto. Bottoroff reported that the first agreement is from The Public Finance Law Group, PLLC for bond counsel services, and the second agreement is from Municipal Finance Services, Inc. for financial advisor services. Rick Smith – Municipal Finance Services, Inc. addressed the Board to present the proposed agreement(s) in detail. Smith entertained questions, comments, and concerns from the Board. Follis made the motion to authorize the execution of the Professional Services agreements pertaining to the financing of improvement to the natural gas system with the correction of spelling of Trustee(s) Ivan Devitt and

Don Nielsen's name as presented on document. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Follis made the motion to approve a Resolution authorizing the filing of application to the Oklahoma Water Resources Board for financial assistance through the Clean Water SRF Loan Program, with the loan proceeds being for the purpose of financing certain wastewater system improvements; approving Professions Services Agreements; and containing other provisions related thereto. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

STAFF REPORT:

Bower reported that the crews has been busy working on water leaks around the South Buffalo Shores area. They found two (2) leaks which required the repair of a ¾" service line. Devitt reported that he noticed a drop in the water loss report and what might have contributed to that. Bower reported that it was possible from the boys manually reading the meters.

TRUSTEES REPORT:

Follis questioned the issue with the valves at the school. Bower reported that it was a problem with the relief valve.

Nielsen wished all a Merry Christmas.

Stewart expressed his thanks to the Staff for the great job that they do.

At 4:55 PM Follis made the motion to adjourn. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.