

**GROVE MUNICIPAL SERVICES AUTHORITY  
REGULAR MEETING  
TUESDAY JANUARY 19, 2021  
4:30 PM  
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, January 19, 2021 at 4:30 PM with Chairman, Andy Stewart presiding. Members present were Marty Follis, Berwin Kock, Ivan Devitt and Don Nielsen. Also present was General Manager, Bill Keefer; Attorney, Darren Cook; Assistant General Manager, Debbie Bottoroff; City Treasurer, Lisa Allred; Public Work Director, Deric Douthit and City Clerk, Bonnie Buzzard.

Kock made the motion to approve the minutes from the November 17, 2020 regular meeting. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

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

Devitt made the motion to approve a Resolution amending the 2020-2021 FY GMSA Capital Fund Budget. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to a request to increase the water credit for the F-4 Static Display. Keefer reported that the Staff was approached by the representative of the original F-4 Committee seeking to increase the annual water credit for the static display from the current rate of \$250 to \$450. Follis made the motion to approve the request to increase the water credit up to \$450 per year for the F-4 Static Display. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to proposals for extensions of Cell Tower Lease Agreements. Keefer reported that GMSA received another offer from American Tower offering the following:

- A \$1,200 monthly lease payment starting in 2027 with a 2% annual escalator (GMSA offered a \$1,500 monthly lease starting 01-01-2027 increasing to \$2,000 per month on 10-01-2031 with a 3% annual escalator beginning 03-01-2033)
- Possible annual 10% revenue share in addition to monthly lease in lieu of increasing the monthly lease
- Possible one-time lump sum payment of \$20,000 (City proposed a \$40,000 lump sum payment)

Keefer indicated that this offer is in the right direction versus their last offer. In addition GMSA also received correspondence from the Tower Company to extend the lease to other cell tower built by ATT in 2014. Similar to American Tower, the Tower Company operates and manages this tower. The term for this lease is also 25 years with a monthly lease payment of \$1,000 that is to increase by 7.5% at the beginning of each additional five year term. Shortly after it was constructed, American Tower made an offer to amend the lease with a 99 year term for a lump sum amount of \$152,000 in lieu of the current provisions. Keefer noted at that time GMSA Board declined their offer. Keefer entertained questions, comments and concerns from the Board. The Board authorized Keefer to continue negotiations with American Tower and report back to the Board.

Stewart opened the floor for discussion with respect to a Merger/Transition Agreement with Rural Water District # 6. Keefer reported that per the requirement of the agreement, the Delaware County Commissions has approved the merger and transfer of the assets from RWD #6 to GMSA by Resolution at their 12-22-20 meeting. Keefer noted that this is one of the preliminary requirements prior to submittal of the merger to the Oklahoma Water Resources Board for their review and consideration. Keefer added that this project is similar to what was entered into with RWD #9 when GMSA acquired their assets. Devitt made the motion to approve the Merger / Transition Agreement with RWD #6 as presented. Seconded by Kock. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart then opened the floor for discussion with respect to an Engineering Services Agreement with Rose & McCrary for Phase I of the Sewer Line Repair and Rehabilitation Project. Keefer reported that this agreement is for the first phase of five intended to repair and replace the old gravity clay tile sewer lines and brick lined manholes that are located in or around the original Town of Grove. P.E. Tim McCrary was present to entertain questions, comments and concerns from the Board. Follis made the motion to approve the Engineering Service Agreement with Rose & McCrary for Phase I of the Sewer Line Repair & Rehabilitation Project. Seconded by Kock. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

Stewart at last opened the floor for discussion with respect to bids for Belt Bar Screen and Compactor for the Wastewater Treatment Plant. Keefer reported that GMSA recently advertised for sealed bids for this new equipment to be installed at the wastewater treatment plant to replace the existing bar screen that was original to the plant. As per memo from York the following bids were received:

- JCI Industries, Inc. \$128,254.00
- Water Tech Inc. \$136,288.00
- Automatic Engineering \$136,530.05
- Haynes Equipment \$168,399.00
- MVA Services \$263,588.67

Keefer mentioned that Plant Superintendent, Aston York reviewed all bids received, and it is his recommendation to award the bid to JCI in the amount of \$128,254. York was present to entertain any questions from the Board. Follis made the motion to award the bid to JCI Industries in the amount of \$128,254. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

**STAFF REPORT:**

Public Works Director, Deric Douthit addressed the Board with a status update on the following ongoing projects:

- Water quality @ the water tower located at 640 Road aka Olympus Cemetery
- Leak Survey on the Transmission lines found small portion of gas line exposed due to erosion
- Bio-Air project

At 5:15 PM Devitt made the motion to adjourn. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.