

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, NOVEMBER 16, 2021
4:30 PM
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, November 16, 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, Debbie Bottoroff; Attorney, Darren Cook; City Treasurer, Lisa Allred; Public Works Director, Deric Douthit and City Clerk, Bonnie Buzzard.

ADDITIONAL STAFF PRESENT:

Public Works Superintendent – Jeremy Brown
Utility Office Manager – Jen Harmon
Water / Wastewater Superintendent – Aston York

PUBLIC COMMENTS:

Stewart opened the floor for presentation by Todd Riley, Sr. Business Development Manager, Constellation Energy on the “Remember the winter of February 2021”. Riley addressed the Board with a report of insight on the MYMEX Natural Gas Futures and the EIA Storage Data through the month of November 2021. Riley emphasized on the importance of storage benefits the City of Grove / GMSA maintains. Riley entertained questions and comments from the Board, and extended his services to attend any meeting should the Board have any further questions. Riley’s presentations lasted for approximately 15 minutes.

Devitt made the motion to approve the minutes from the October 19, 2021 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.

Stewart opened the floor for discussion with respect to a Notice of Posting of the GMSA 2022 calendar year regular scheduled meetings. Bottoroff reported that it was the Staff intentions to recommend to the Board to consider moving the meeting back to Room 5, but due to the recent increase of Covid-19 cases reported it would be the Staff recommendation to remain in Room 7. Follis made the motion approve the Notice of Posting of the GMSA 2022 calendar year regular scheduled meetings. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.

STAFF REPORTS:

Bottoroff reported that the Planning & Zoning Board recently approved a site plan for the following projects:

- Freedom Living to construct 7 quadplex units on Sunset Circle in Cedar Oaks, and
- Casey’s Convenience Store demo the current structure to construct new structure on site

Bottoroff informed the Board that the City Offices will be closed for the following holidays:

- Thanksgiving Holiday – Thursday, November 25th & Friday, November 26th
- Christmas Holiday – Friday, December 24th & Monday, December 27th.

Douthit reported that smoke testing is a major part of the sewer line rehab project which determines where lines are allowing water to enter the system. The crews repair or replace the collections lines as needed however it will be the customer's responsibility to hire a licensed plumber to make the needed repairs or replacement to their service lines in a manner that GMSA approves. Douthit reported that he would suggest that the Board consider a policy that will establish and outline the responsibility between GMSA and its customers.

Douthit reported that the GMSA crews recently worked with the Jay Public Works Authority with concerns of a possible gas leak at their public school. Douthit noted that a strong smell of gas was detected and was quickly attended to. Douthit noted that he would like to have his crew conduct the same test at the Grove Public Schools while they are in recess for the holiday break if the Board didn't have a problem with that. The Board indicated no problem.

Douthit then reported that he and his crew has been studying the water loss problem and found a possible new ultra-sonic meter system. Douthit noted that a majority of current GMSA meters in use are some of the worst meters and should be replaced.

Harmon reported that her office have been experiencing a large volume of call from RWD #6 customers in regards to their membership credit. Jarmon noted that she has not received an official acknowledgement of receipt of funds being released to GMSA or a possible time limit of those funds being released over to GMSA. Harmon noted that she will reach out to RWD #6 and would keep the Board updated.

Brown reported that he is $\frac{3}{4}$ of the way from have the surveys completed and will continue to push forward on that project.

Brown added that he has one (1) new meter reader starting which could fulfill his hiring crew.

At 5:13 PM Follis made the motion to adjourn. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen and Stewart. NAY: None. Motion carried.