

**GROVE MUNICIPAL SERVICES AUTHORITY  
REGULAR MEETING  
TUESDAY, JULY 19, 2022  
4:30 PM  
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, July 19, 2022 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

Nielsen made the motion to approve the minutes from the June 21, 2022 regular meeting. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

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

Nielsen made the motion to approve the Resolution amending the 2022-2023 Fiscal Year GMSA budget as presented and discussed by Allred. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to the bid received for the removal and disposal of water treatment residuals. York reported that this item was advertised and only one bid was received from Miller Environmental LLC in the amount of \$.0398 cents per gallon. Devitt made the motion to approve the bid from Miller Environmental 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 a Resolution creating an Underground Utilities Installation Policy. Bottoroff reported that the proposed Resolution creates a policy to provide regulations and directions to contractors for the installation of underground water, sewer and natural gas utilities crossing local, state, and federal rights-of-way. Kock made the motion to approve the Resolution creating the Underground Utilities Installation Policy as presented. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

**STAFF REPORTS:**

Bottoroff reported that GMSA has received a credit from Southern Star due from increased transportation fees, and that Allred will be calculating the refunded amounts of transportation fees to GMSA wholesale customers based on their amount of gas transported. Allred mentioned that the GMSA's credit portions of the transportation fee refund will be distributed to our gas customers at an equitable rate but will wait until the winter months where the usage will be higher.

Cook reported that on Wednesday, July 13<sup>th</sup> he had attended the first Gas Study meeting in Tulsa and that it was a intriguing study session. Cook reported that they introduced a lot of great ideas for municipalities regarding the following subjects:

- ✓ Purchase of gas
- ✓ Providing financial arrangements to assist the smaller cities and towns
- ✓ Options for municipalities to extend a loan credit to other municipalities in the event of another extreme and severe weather status like what was experienced in February 2022.

Cook reported that the activation for these projects is about one (1) year out.

Douthit reported to the Board on the following subjects:

- ✓ The department has two (2) big projects to get started pending approval from the Board at the next regular meeting.
- ✓ Staff received notification from the manufacture(s) that they will not be conveying a definite date and time as to when the new equipment ordered will be delivered or if it will even be this year, and that GMAC and Chevrolet will probably be ceasing State contract values.
- ✓ The staff also received notification that all new meters ordered from this point forward will be 12-16 weeks out for delivery and that some meters are back ordered until mid to late December.
- ✓ GMSA will start conducting smoke testing on Monday, July 25<sup>th</sup> so the Board might hear some complaints.

#### **EXECUTIVE SESSION:**

At 5:00 PM Nielsen made the motion for the Board to recess into an Executive Session for the purpose of conferring on matters pertaining to economic development, including the transfer of property, financing, or creation of a proposal to entice a business to locate within the jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business, pursuant to Title 25 O.S. Section 307.C.11. (Economic Development Proposal) to include participation from Bottoroff and Douthit. Seconded by Follis. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

At 5:15 PM Follis made a motion for the Board to come out of Executive Session with no action taken. Seconded by Kock. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

Stewart announced that regarding discussion with respect to agenda item E.1 above-mentioned. No action taken.

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