

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, OCTOBER 18, 2022
4:30 PM
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, October 18, 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, and City Clerk, Bonnie Buzzard. Public Works Director, Deric Douthit was absent.

ADDITIONAL STAFF PRESENT:

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

ELECTION OF OFFICERS:

- Chairman – Follis nominated Andy Stewart. Nielsen seconded the nomination. Nomination ceased. AYE: Follis, Kock, Nielsen, Devitt, and Stewart. NAY: None. Nomination carried.
- Vice-Chairman – Stewart nominated Marty Follis. Nielsen seconded the nomination. Nomination ceased. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Nomination carried.

Devitt made the motion to approve the minutes from the September 20, 2022 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 as presented and amending by Allred. 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 repealing Resolution No. 16-012 and removing the Voluntary Annexation Requirement to connect to utility services to property located in an unincorporated portion of Delaware County and outside the city limits of Grove, OK in accordance with the amended Annexation Plan. Cook reported that the Staff is requesting that the Board revisit this Resolution policy because over the course of the six (6) year period of the policy it has created undesirable reactions from the potential customer and cause an easy process of obtaining utilities more difficult due to the requirements of the annexation consent form. Some customers have refused to sign the form and not return for service, and some customers expect immediate annexation and are disappointed to find out it is not immediate. The Board entertained comments and concerns from the Staff regarding the policy. Kock made the motion to approve the Resolution repealing Resolution No. 16-012 and removing the Voluntary Annexation Requirement to connect to utility services to property located in an unincorporated portion of Delaware County and outside the city limits of Grove, OK in accordance with the amended Annexation Plan. Follis seconded the motion. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to a Resolution authorizing the submittal of an application to the Oklahoma Water Resources Board (OWRB) for use of the American Rescue Plan Act (ARPA) Grant Funding to replace pumps in thirty-one (31) Lift Stations (two pumps in each lift

station) and authorize the Chairman to sign the application and other documents associated with the grant. Cook reported that the grant application process indicated that for communities of population 7,000 and under, there is no matching funds required. According to the 2020 census it recorded the City of Grove at a population of 6,956 therefore if OWRB accepts that number, there will be no matching funds required. If not, there is a 50% match required. The Board entertained comments and concerns from the Staff. Follis made the motion to approve the Resolution authorizing the submittal of an application to the Oklahoma Water Resources Board (OWRB) for use of the American Rescue Plan Act (ARPA) Grant Funding as presented and discussed. Seconded by Devitt. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

STAFF REPORT:

Bottoroff reported that the Staff is requesting the Board 's consideration in changing the time of the GMSA regular scheduled meeting to 3:00 PM from the current time of 4:30 PM, and to change the meeting day to the first Tuesday of the month from the current third Tuesday of the month. Bottoroff entertained comments from the Board. The Board indicated no problems with the change.

Allred updated the Board on the NYMEX 12-Month approaching levels for the gas nominations as received from Todd Riley of Constellation Energy. Riley also discussed with Allred the GMSA monthly usage (dekatherms), purchase and storage.

Bottoroff reported that the Convention Tourism Bureau met and approve the purchase of a synthetic ice-skating rink for the downtown Christmas season. Bottoroff reported that it is approximately a 2,000 square foot project, and that it would require a hard surface area for set-up. The Staff is proposing to set it up along Grand Street or on the employees parking lot at City Hall. Bottoroff entertained questions, comments, and concerns from the Board.

Harmon reported that the Staff is preparing to advertise for a new Utility Clerk around the first of November.

Brown reported that the crews are currently testing pump for proficiency.

At 5:10 PM Follis made the motion to adjourn. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.