

**GROVE MUNICIPAL SERVICES AUTHORITY  
REGULAR MEETING  
TUESDAY, FEBRUARY 7, 2023  
3:00 PM  
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, February 7, 2023 at 3:00 PM with Vice-Chairman, Marty Follis presiding. Members present were Berwin Kock, Ivan Devitt and Don Nielsen. Chairman, Andy Stewart was absent. 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:**

Sales Representative, Mackenzie Haff – Blue Market Energy addressed the Board with a report of insight on the Natural Gas Futures and the EIA Storage Data. Haff entertained questions and comments from the Board, and extended her services to attend any meeting should the Board have any further questions. Haff presentations lasted for approximately 10 minutes.

Resident, Janet Morton addressed the Board to respectfully request consideration in amending the currently billing ability to include a ‘Budget Billing’. Morton reported that this option is available through her electric company, and it is a great asset to the elderly and customers with a limited budget.

Devitt made the motion to approve the minutes from the January 3, 2023 regular meeting. Seconded by Nielsen. AYE: Kock, Devitt, Nielsen, and Follis. NAY: None. Motion carried.

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

Follis opened the floor for discussion with respect to a Resolution amending the GMSA Capital Fund. Allred reported that the budget amendment is to accommodate multiple equipment issues that have arisen at the water and wastewater treatment facility, the various lift, and booster stations. Devitt made the motion to approve the Resolution as presented. Seconded by Nielsen. AYE: Kock, Devitt, Nielsen, and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to a Resolution removing the East Ground Storage Tank from the Maintenance Agreement with Utility Service Co., Inc. Douthit reported that the Staff is recommending the removal of this tank from the annual maintenance contract with Utility Service Company, Inc. The tank was originally erected to serve as storage to a possible housing addition, which never occurred. Devitt made the motion to

approve the Resolution removing the project from the Utility Maintenance Agreement as presented and discussed. Seconded by Kock. AYE: Kock, Devitt, Nielsen, and Follis. NAY: None. Motion carried.

Follis opened the floor for discussion with respect to a Resolution recommending City Council to repeal and replace Ordinance No. 331, amending Part 17, Chapter 4 of the City of Grove Code of Ordinances regarding Defective Customer Sewer Service Lines. Bottoroff reported that Ordinance #331 extended the amount of time that a property owner must repair their defective sewer project once notified by GMSA from thirty (30) to ninety (90) days due to economic hardships. Bottoroff noted that Staff is recommending the exemption be removed and instead allow the GMSA Staff to hire a plumber to make the needed repairs, add the cost to the property owner's utility bill, and establish a payment schedule based on the total cost of the repairs. Bottoroff entertained questions, comments, and concerns from the Board. Devitt made the motion to approve the Resolution upon recommendation to the Mayor and City Council. Seconded by Nielsen. AYE: Kock, Devitt, Nielsen, and Follis. NAY: None. Motion carried.

**STAFF REPORT:**

Bottoroff reported that GMSA has received notification from the Oklahoma Water Resource Board that their application for ARPA funding was not approved. Bottoroff reported that the project ranking was too low to receive the funding. Bottoroff noted that by GMSA having a sustainability plan in place would enhance the opportunity for future funding.

Harmon reported effective as of Monday, February 13<sup>th</sup> and GMSA Office Staff will be complete once again, and that the Staff is continually busy working with new services and new construction.

Douthit reported that getting parts are more difficult to obtain and that pumps are approximately 20 weeks out for delivery.

Brown reported that the is incessantly trying to track down materials.

Brown mentioned that the contractor's cost pricing is increasing approximately 3% which is highly impacting the GMSA various budgets.

**TRUSTEES REPORT:**

Nielsen asked for an update on the current CNG station. Bottoroff reported that there is not a whole lot of activity going on at that site.

At 3:34 PM Devitt made the motion to adjourn. Seconded by Nielsen. AYE: Kock, Devitt, Nielsen, and Follis. NAY: None. Motion carried.