

**GROVE MUNICIPAL SERVICES AUTHORITY  
REGULAR MEETING  
TUESDAY, APRIL 4, 2023  
3:00 PM  
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, March 7, 2023 at 3:00 PM with Chairman, Andy Stewart presiding. Members present were Marty Follis, Berwin Kock, Ivan Devitt and Don Nielsen. Also, present were Attorney, Darren Cook; City Treasurer, Lisa Allred; Public Works Director, Deric Douthit and City Clerk, Bonnie Buzzard. General Manager, Debbie Bottoroff was absent.

**ADDITIONAL STAFF PRESENT:**

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

Follis made the motion to approve the minutes from the March 7, 2023 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 Devitt. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

Stewart opened the floor for discussion with respect to a Resolution providing Grove Public Schools, American Legion Post 178 – Freedom Park and Lendonwood Gardens credit for water usage as requested. Harmon reported that this is the same requested amount as last year from all entities. Follis made the motion to approve the Resolution as presented and discussed. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

**STAFF REPORT:**

Cook reported that Honey Ranch Solar, LLC representatives met with the Staff regarding the impact their project has on GMSA utilities and city streets. Upon review of the information provided by Honey Ranch Solar LLC it has been determined that their project will not affect our utilities and that letter of such will be provided to them.

Cook noted that the sugar maple trees have all been planted along the City Hall front lawn and added that the other improvements along the front lawn are coming together just in time for Spring. Cook added that the shade structure over the concrete slab is forthcoming and will be a nice addition for the various vendors.

Cook reported that the Staff has scheduled a meeting with the representatives of the Department of Wildlife for April 25<sup>th</sup> to present the plans, renditions, and ideas to them for federal and state funding to assist with the cost to construct the event center.

Cook mentioned that Deric Douthit and Jeremy Brown have been doing an outstanding job working with the contractors on new developments.

Douthit reported that the contractors of the former Civic Center facility have addressed the utility crew for assistance with their utility improvement projects.

Douthit reported that a property owner along E 305 Lane has addressed the GMSA Staff to discuss the possibility of assistance with a utility improvement project he has engineered along his property. Douthit indicated that it is a utility line relocate which would require shutting off the water service to the Candlewyck Inn for a few hours, so he will need to visit with them prior to construction of that project.

Douthit reported that the Chris White utility project along Highway 59 and 21<sup>st</sup> Street is completed.

**TRUSTEES REPORT:**

Kock reported that he received a complaint from a utility customer expressing his concern over a high gas bill. Kock asked if the Board has a procedure in place on how the customers address the Staff about a high bill. Utility Officer Manager, Jen Harmon reported that there is policy procedure in place, and it starts by the customer presenting their billing concern(s) with the office staff.

**EXECUTIVE SESSION:**

At 3:24 PM Follis 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 Deric Douthit. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

At 3:40 PM Follis made the motion for the Board to come out of Executive Session with no action taken. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.

Stewart announced that in regard to discussion with respect to agenda item E.1 above, no action taken.

At 3:41 PM Follis made the motion to adjourn. Seconded by Nielsen. AYE: Follis, Kock, Devitt, Nielsen, and Stewart. NAY: None. Motion carried.