

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, MAY 2, 2023
3:00 PM
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, May 2, 2023 at 3:00 PM. Members present were Berwin Kock, Ivan Devitt and Don Nielsen. Chairman, Andy Stewart was absent. Due to lack of a presiding officer, City Clerk, Bonnie Buzzard opened the floor for a nomination of Interim Chairman. Nelson nominated Ivan Devitt as Interim Chairman. Seconded by Kock. AYE: Kock, Nielsen, and Devitt. NAY: None. Motion carried. The meeting was then turned over to Devitt. 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 was absent.

Kock made the motion to approve the minutes from the April 4, 2023 regular meeting. Seconded by Nielsen. AYE: Kock, Nielsen, and Devitt. NAY: None. Motion carried.

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

Devitt opened the floor for discussion with respect to a Resolution amending the 2022-2023 GMSA Fiscal Year Capital Budget. Allred reported that the budget amendment authorizes the allocation of funds from the Water Project(s) fund to the Sewer Collection Equipment to allow for the purchase of a pump for the hospital lift station. Kock made the motion to approve the Resolution amending the budget as presented by Allred. Seconded by Nielsen. AYE: Kock, Nielsen, and Devitt. NAY: None. Motion carried.

Devitt opened the floor for discussion with respect to scheduling a Work Session/Special Meeting to review and discuss the proposed 2023-2024 budget for GMSA. Bottoroff reported that it was Staff recommendation to schedule this event for 05-10-23 @ 3:00 PM but it later discovered that the Grove Municipal Airport Authority had revised their Notice of Posting of scheduled regular meeting(s) for the remaining of the 2023 year at that time, therefore Bottoroff asked to Board consider scheduling for a new time. It was the consensus of the Board to schedule 05-10-23 @ 2:00 PM.

STAFF REPORT:

Bottoroff reported that the meeting with the Oklahoma Department of Wildlife last week was a success and very informative. The Department of Wildlife was very enthusiastic about the project and provided directions to staff on how to submit a successful grant application to obtain federal funding to assist with the cost of construction.

Harmon reported that her department is preparing for the BTU audits by sending out a few letters weekly.

Douthit reported that his crew is installing a 2" gas main and a 6" water main through the center of the property West of the T at Baycrest and S 595 Rd. The project is approximately 75% complete and is being funded by three (3) property owners to the South of the line and the owner to the North of the line.

Douthit reported that his department is currently waiting for parts and equipment, and that some items are 26 weeks out for delivery.

Douthit then reported that his crew found a water leak out at the Industrial Park that was installed approximately 22 years ago.

Cook reported that he had recently attended the City Attorney conference and he heard stories from various cities and towns of experiencing the same problems.

At 4:16 PM Kock made the motion to adjourn. Seconded by Nielsen. AYE: Kock, Nielsen, and Devitt. NAY: None. Motion carried.