

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, JUNE 4, 2024
3:00 PM**

The Grove Municipal Services Authority met in regular session on Tuesday, June 4, 2024 W 3:00 PM with Chairman Andy Stewart presiding. Other members present were Berwin Kock, Ed Trumbull, and Justin Wadley. Member Ivan Devitt was absent. Also present was General manager, Debbie Bottoroff; City Attorney, Darren Cook; Public Works Director, Deric Douthit; City Treasurer, Lisa Allred, and Municipal Clerk, Laura Davila.

ADDITIONAL STAFF PRESENT:

Public Works Superintendent – Jeremy Brown
Water/Wastewater Superintendent – Aston York
Utility Office Manage – Jenn Harmon

PUBLIC COMMENT:

Trumbull made the motion to approve the minutes from the May 7, 2024, Regular Meeting. Seconded by Wadley . AYE: Kock, Trumbull, Wadley, Stewart. NAY: None. Motion Carried.

Kock made the motion to approve the minutes from the May 16, 2024, Special Meeting. Seconded by Wadley. AYE: Kock, Trumbull, Wadley, Stewart. NAY: None. Motion Carried.

Trumbull made the motion to approve the Purchase Order Register. Seconded by Kock. AYE: Kock, Trumbull, Wadley, Stewart. NAY: None. Motion Carried.

Stewart opened the floor for Discussion with Respect to a Resolution Approving an Amendment to the GMSA 2023-2024 Capital Fund Budget. Allred reported that a vehicle at the WWTP had been wrecked and the amendment is to account for the insurance monies received for that vehicle and appropriate monies to purchase another vehicle. Trumbull made the motion to approve the Budget Amendment Resolution as presented. Seconded by Wadley. AYE: Kock, Trumbull, Wadley, Stewart. NAY: None. Motion Carried.

Stewart opened the floor for Discussion with Respect to a Resolution approving the 2024-2025 Fiscal Year Budget. Bottoroff reported that there are no changes to the 2024-2025 GMSA Budget as presented during the Budget Work Session. Bottoroff reported the main increase to the General Fund. Kock Made the motion to approve a Resolution approving the 2024-2025 Fiscal Year Budget. Seconded by Trumbull. AYE: Kock, Trumbull, Wadley, Stewart. NAY: None. Motion Carried.

Stewart opened the floor for Discussion with Respect to Approval of a Resolution Amending the Grove Municipal Services Authority Water and Gas Utilities Extension Policy. Bottoroff reported that per Resolution No. 20-028, the Grove Municipal Services Authority Water and Gas Utilities Extension Policy was approved on November 17, 2020. The purpose of the Policy is to assist developers with the cost of the installation of water and gas utilities I new subdivisions located within the city limits. Capital Center Phase II was the first subdivision that has taken advantage of the utilities extension policy. During implementation of the policy staff encountered issues with calculating the costs on a 'per lot' basis. Some of the lots have duplex units, others have single family units, making it difficult to fairly distribute the costs of utility extensions. Staff is proposing an amendment for future

subdivisions. To be calculated on a per unit supplied with GMSA utilities basis instead of a per lot basis. The revised policy also adds loan interest and administrative costs paid by GMSA. Trumbull made the motion to approve the resolution amending the GMSA Water and Gas Utilities Extension Policy. Seconded by Wadley. AYE: Kock, Trumbull, Wadley, Stewart. NAY: None. Motion Carried.

STAFF REPORTS:

Bottoroff reported that due to the memorial Holiday and the meeting being so early in June, the May departmental monthly reports will be included in the July meeting packet.

TRUSTEE REPORTS:

None.

At 3:09 PM Kock made the motion to adjourn. Seconded by Wadley. AYE: Kock, Trumbull, Wadley, Stewart. NAY: None. Motion Carried.