

**GROVE MUNICIPAL SERVICES AUTHORITY  
REGULAR MEETING  
TUESDAY, OCTOBER, 1, 2024  
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, October 1, 2024, at 3:00PM with Chairman Andy Stewart presiding. Other members present were Ed Trumbull, Justin Wadley, and Ivan Devitt. Member Berwin Kock 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:**

Water/Wastewater Superintendent – Aston York  
Public Works Superintendent – Jeremy Brown  
Utilities Office Manager – Jenn Harmon  
Human Resources Director – Kristi Ford  
Municipal Clerk – Karyn Pesich

**PUBLIC COMMENT:**

Devitt made the motion to approve the Minutes from the September 3, 2024, Regular Meeting. Seconded by Trumbull. AYE: Trumbull, Wadley, Devitt, Stewart. NAY: None. Motion Carried.

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

Stewart opened the floor for Discussion with Respect to a Budget Amendment Resolution for the GMSA General Fund. Allred report that the budget amendment resolution is to cover the cost of the emergency situation that occurred with the raw water intake pumps at the dock. Devitt made the motion to approve the resolution as discussed. Seconded by Trumbull. AYE: Trumbull, Wadley, Devitt, Stewart. NAY: None. Motion Carried.

Stewart opened the floor for Discussion a with Respect to Awarding Bids for Financial Services for the Lease/Purchase of a Vaccon truck. Allred reported that staff sent out an RFP for the lease-purchase of a Vaccon truck with a not to exceed amount of \$500,000. Staff recommends awarding the bid to Bank of grand Lake at a term of 5 years and an interest rate of 3.13%. Devitt made the motion to award the bid to Bank of Grand Lake as discussed. Seconded by Wadley. AYE: Trumbull, Wadley, Devitt, Stewart. NAY: None. Motion Carried.

Stewart opened the floor for Discussion with Respect to Approval of an Agreement with SWOPE Consulting Land Surveying and Civil Engineering for ‘On-Call’ Engineering and Survey services. Staff reported SWOPE Consulting is a local survey and engineering service that we have used on multiple occasions. Because of the rapid response time, reasonable price and being local staff recommends awarding SWOPE Consulting GMSA on call services. Devitt made the motion to approve the Agreement with SWOPE Consulting as discussed. Seconded by Trumbull. AYE: Trumbull, Wadley, Devitt, and Stewart. NAY: None. Motion Carried.

Stewart opened the floor for Discussion with Respect to Approval of the ‘Service Line Consumer Notice’ to be provided to GMSA customers with service lines identified by the Lead and Copper study as needing replaced. Staff reported this letter is required to be mailed in November. This letter is a follow-up to the EPA’s lead and copper rule. Devitt made the motion to approve the ‘Service Line Consumer Notice’ to be provided to GMSA customers with service lines identified by the Lead and Copper study as needing replaced. Seconded by Wadley. AYE: Trumbull, Wadley, Devitt, Stewart. NAY: None. Motion Carried.

**STAFF REPORTS:**

Bottoroff reported that Todd Riley, Constellation, will make a presentation at the November 5, 2024, meeting regarding "Winter Preparedness" plus a Natural Gas Market Update.

Douthit reported the Sewer project is approximately 85% complete and he anticipates that by the end of the month they will complete a final walk through.

**TRUSTEE REPORTS:**

None.

At 3:28 PM Devitt made the motion to adjourn the meeting. Seconded by Trumbull. AYE: Trumbull, Wadley, Devitt, Stewart. NAY: None. Motion Carried.