

**GROVE CITY COUNCIL  
REGULAR MEETING  
TUESDAY, JULY 21, 2020  
6:00 PM  
MINUTES**

The Grove City Council met in regular session on Tuesday, July 21, 2020 at 6:00 PM with Mayor, Ed Trumbull presiding. Members present were Josh McElhaney, Matt Henderson and Ivan Devitt. Member Marty Dyer was absent. Also present was City Manager, Bill Keefer; Attorney, Darren Cook; Assistant City Manager, Debbie Bottoroff; City Treasurer, Lisa Allred; Public Works Director, Deric Douthit and City Clerk, Bonnie Buzzard.

**PUBLIC COMMENT:**

Representatives, Les Cathey and Pete Norwood of the F-4 Static Project, addressed the Council to report that the American Legion Post Auxiliary will be assuming the responsibilities of this project, and on Tuesday, September 15, 2020 a dedication will be held consisting of guest speakers Mayor, Ed Trumbull and State Representative, Josh West along with other activities. Cathey noted that this event will be well attended and noted that they might need some assistance for crowd control. Cathey extended an invitation to the Council and Staff. Cathey and Norwood both expressed their special thanks to the City Council and Staff for all their assistance acknowledged with this project. Keefer indicated that he would visit with Emergency Management Director, Frank Close to have him contact the event coordinator of this project to schedule assistance.

Devitt made the motion to approve the minutes from the July 7, 2020 meeting. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

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

Trumbull opened the floor for discussion with respect to review of Resolution #20-011 Declaring a State of Emergency and Implementing Mandatory Emergency Provisions as amended adopting the Governor's Open Up and Recover Safely Plan. The Council entertained discussions in regards to the option of possible mandatory face covering. Henderson indicated that he wasn't in favor of requiring city wide face masking but didn't have a problem with the mandatory face masking for city office entrance. McElhaney expressed his opposition against the mandatory face covering and that it should be up to each individual to wear a mask or not. Trumbull strongly encouraged all to wear a mask. The Council entertained Public Comment(s) from Lee Cannon who strongly expressed his support for mandatory face covering. No changes were made to the current Resolution. Devitt made the motion to extend the current Resolution until August 4<sup>th</sup>. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

At 6:20 PM Devitt made the motion to open a Public Hearing to take public comments regarding an application submitted by The Allen Family Revocable Living Trust requesting a Special Use Permit (SUP) to allow the property owner to submit an application to use the property located at 1115 Lee Street, Grove, OK as a Vacation Rental Home (VRH). Bottoroff reported that the Planning and Zoning Commission conducted a public hearing on this project, and approved the application upon recommendation to the Mayor and City Council. No public comments were heard.

At 6:20 PM Devitt made the motion to close the public hearing. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve the application submitted by Allen Family Revocable Living Trust as above mentioned. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

At 6:22 PM Devitt made the motion to open a Public Hearing to take public comments regarding an application submitted by the Gray Living Trust (Tommy and Janey Gray) to rezone the following described property from C-3 Highway and Recreational Commercial zoned district to R-1 Single Family Residential zoned district:

*LEGAL DESCRIPTION: All that part of the W ½ of the SW ¼ of the NE ¼ and the E ½ of the SW ¼ of the NE ¼ and the W ½ of the SE ¼ of the NE ¼ lying South of the centerline of Elm Creek in Section 8, Township 24 North, Range 24 East of the Indian Base and Meridian, Delaware county, Oklahoma, being more particularly described as follows: Beginning at a found 5/8" iron pin at the SW corner of said W ½ SW ¼ NE ¼; thence N 02°00'30" W 883.85 feet along the West line of said W ½ SW ¼ NE ¼ to a point in the centerline of Elm Creek; thence Easterly along said centerline of Elm Creek to a point on the East line of aforesaid W ½ SE ¼ NE ¼; thence along said East line S 01°59'24" E 632.39 feet to a set 5/8" iron pin at the SE corner of said W ½ SE ¼ NE ¼; thence S 87°40'16" W 662.17 feet along the South line of said W ½ SE ¼ NE ¼ to a found iron pin capped #1493 at the SW corner of said W ½ SE ¼ NE ¼; thence S 87°46'35" W 1317.81 feet along the south lines of aforesaid E ½ SW ¼ NE ¼ and W ½ SW ¼ NE ¼ to the Point of Beginning, containing 23.09 acres, more or less. Subject to Sumac Road along the West line and any and all easements of record or of fact.*

Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried. Bottoroff reported that the Gray Living Trust has a pending sale of the subject property. The potential buyers desires to construct a single-family residential home on the property which is not a permitted use in a C-3 zoned district. Therefore Tom and Janey Gray are making application to rezone a certain parcel of land to the plat. Property Owner, Tom Gray addressed the Council to report that this parcel in whole consist of 60 acres. However, they are just requesting to re-zone parcel #3 consisting of 25 acres located along the lower South side of Elm Creek. Gray noted that the remaining 35 acres will retain the C-3 as currently zoned. Gray entertained questions, comments and concerns from the Council.

At 6:24 PM Devitt made the motion to close the Public Hearing. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve an Ordinance authorizing the re-zoning request as presented. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to a Resolution approving the Vision, Goals and Objectives as an element of the City of Grove's Comprehensive Plan Update. Keefer reported that the City Staff has been working with IBTS, a planning consultant for several months to create a Comprehensive Plan. The process is very in-depth and takes a minimum of 18 months to achieve the final plan. Doug Moore with IBTS (Institute for Building Technology & Safety) addressed the floor to report that IBTS vision is to help identify the building blocks and later framework to help guide the

municipality growth and development. The visions will help direct concerted efforts involving both public and private partnerships to shape and mold the City of Grove as the community progresses into the future. Moore added that the visions represents and helps to describe the community's values, and ensuring character. Moore reported that the following values are what was important to the residents of Grove:

- Lake living lifestyle
- Fun
- Family
- Faith
- Patriotism
- Safety
- Cleanliness
- Environment
- Connectivity
- Sustainability
- Resiliency

Moore also detailed on the:

- Key Performance Areas
- Goals and Objectives for achieving the vision
- Land Use
- Community Character
- Livability
- Connectivity
- Conservation, and
- Vitality

Moore then outlined the following details that was previously presented to the Council in an earlier meeting by IBTS Representative, Laura Bergey:

- PHASE I – “Project Ignition” - complete
- PHASE II – “Vision Goals” - complete
- PHASE III – “Structure” - near completion
- PHASE IV – “Principles & Policies” – working phase should start around September & October
- PHASE V – “Action” – actual plan to start November or December

Moore introduced to the Council a contest that was utilized by of other communities' comprehensive plan to solicit photographs from citizens that can be used in the plan documents. Moore then entertained questions, comment and concerns from the Council with no public comments heard. Devitt made the motion to approve a Resolution approving the Vision, Goals and Objectives as an element of the City of Grove's Comprehensive Plan Update. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the bids for the Annual Street Repair Projects. Keefer reported that the bids were opened for this project on Wednesday, July 8<sup>th</sup> and that three bids were received. Keefer reported that the low base bid was from Hutchens Constructions (Emory Sap) in the amount of \$802,048.02 which includes seven (7) complete projects and three (3)

alternate projects. Staff is recommending that the additional sales tax funds dedicated to the City's Capital Fund along with some funds from the contingency line item, be used for the street projects so the three alternate bids can be completed along with the base bid projects. Jim Hemphill, P.E. of Poe & Associates was present to entertain questions and comments from the Council and Staff. Devitt made the motion to award the 2019-2020 Street Pavement project to Hutchens Construction as presented and discussed to include the three (3) alternate bids subject to budget amendment. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

Devitt made the motion to approve a Resolution amending the 2020-2021 City General fund budget, the City Capital fund budget, the 911 Emergency Communications fund and the Emergency Management fund. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to approval of the following amendments to Debt Agreements with the Grove Municipal Airport Managing Authority (GMAMA).

1. Amendment to Purchase Agreement for the T-Hangar – Devitt made the motion to approve the agreement as presented. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.
2. Amendment to Agreement for the Terminal Building – Devitt made the motion to approve the agreement as presented. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull then opened the floor for discussion with respect to approval of the following Annual Agreements with the Grove School District.

1. School Resource Officer Services – Devitt made the motion to approve the agreement as presented. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.
2. Field Use Agreement for Jim Beauchamp Field – Devitt made the motion to approve the agreement as presented. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

#### **CITY MANAGER'S REPORT:**

Keefer announced that he has received an email from Josh Johnson – Oklahoma Department of Wildlife Conservation indicating that they will be in Grove on July 28<sup>th</sup> @ 8:00 PM to install the fish habitat project. Keefer encouraged all who interested to come out.

McElhaney questioned the chances of Oklahoma Municipal League changing the schedule or postponing their annual conference in September due to the COVID-19 status. Keefer reported that he is unsure but as soon as he receive word of cancellation he will advise the Council.

Henderson expressed his appreciation to the Staff for all their hard work in getting the “Share the Road Bicycle Signs” underway.

#### **EXECUTIVE SESSION:**

At 7:05 PM Devitt made the motion for the Council to recess into an Executive Session for the purpose of discussing negotiations concerning employees and representatives of employees groups, pursuant to Title 25 O.S. Section 307.B.2. (Fraternal Order of Police - Grand Lake Lodge No. 171) to include participation from Bill Keefer, Debbie Bottoroff and Mark Morris. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

At 7:18 PM Devitt made the motion for the Council to come out of Executive Session with no action taken. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

Trumbull opened the floor for discussion with respect to the above-mentioned agenda item. Devitt made the motion to approve the step plan as amended (Addendum A) for the members of the FOP for 2020-2021 by authorizing a step increase on the officer's anniversary date based upon a satisfactory evaluation, and includes adding a step at 3 % at the end of each classification. Step increases for those members whose anniversary date for the 2020-2021 contract year was prior to the approval of the contract shall be retroactive to their anniversary date upon receipt of a satisfactory evaluation. The balance of the 2021 contract will remain the same with the exception of new dates that pertain to the 2020-2021 contract year. Seconded by McElhaney. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.

At 7:19 PM Devitt made the motion to adjourn. Seconded by Henderson. AYE: McElhaney, Henderson, Devitt and Trumbull. NAY: None. Motion carried.