

**GROVE CITY COUNCIL  
REGULAR MEETING  
TUESDAY NOVEMBER 7, 2023  
4:30PM**

The Grove City Council met in regular session on Tuesday, November 7, 2023, at 4:30 PM with Mayor Ed Trumbull presiding. Members present were Steven Thomas and Ivan Devitt. Members Andy Stewart and Marty Dyer were absent. Also present was City Manager, Debbie Bottoroff; City Attorney, Darren Cook; Public Works Director, Deric Douthit; City Treasurer, Lisa Allred; and Municipal Clerk, Laura Davila.

**PUBLIC COMMENT:**

Michelle Walker: Grove, OK – Michelle Walker addressed the council regarding the City Softball Fields. Walker reported fencing needs repair; additional dirt is needed, as well as the bases need to be relined. Since it is currently the offseason, she asked the council what steps the city would be taking to make the fields better and safer for the children in the community. Bottoroff suggested Walker set up a meeting with Craig Criger, Buildings and Grounds Superintendent, and herself with specific needs and ideas for the fields.

Devitt made the motion to approve the minutes from the October 17, 2023 regular meeting. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Devitt made the motion to approve the purchase order register. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with respect to a host site agreement with The Bass Federation (TBF) to hold the Student Anglers Federation (SAF) and the High School Fishing World Finals Championship at Wolf Creek Park on Grand Lake o' the Cherokees June 23-28, 2025. Convention and Tourism Director Brent Malone reported this is a HS world Finals tournament that will bring families in from all over the U.S. and different parts of the world. There will be roughly 1200 participants in town for at least a week. Malone also reported that one reason they are looking at Grove to have this tournament is to become more centrally located, and that will attract more students from the western states. Devitt made the motion to Approve the Host Site Agreement with The Bass Federation (TBF) as presented. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with Respect to Approval of a Resolution authorizing Oklahoma Municipal Assurance Group (OMAG) to distribute the Escrow Account funds in the amount of \$73,082.17 to the Workers compensation Policy Premium. Bottoroff reported as a result of favorable workers' compensation claims activity by the City of Grove, the city is receiving a return from the Loss Fund deposited with OMAG for the 2020-2021 Workers' Compensation Plan Year. Bottoroff reported the recommendation is to return the entire escrow account in the amount \$76, 711.17. Devitt made the motion to approve the Resolution as amended. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with respect to approval of a one-time Salary Adjustment for employees who are not eligible for Longevity Pay. Allred reported the salary adjustment is for the employees who have not been employed for 4 years, if budget allows, we give a one-time salary adjustment of \$150. Allred added all longevity and one-time salary adjustments have been included in the 2023-2024 fiscal year budget. Devitt made the motion to approve of a one-time Salary Adjustment for employees who are not eligible for Longevity Pay. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with respect to Consideration of Bids received for the labor and materials to remodel the former NEO College Building located at 1201 NEO loop, for the new City Hall and GMSA Offices. Bottoroff reported that two bids were received; however, the bids are over what has been budgeted for the remodel. Thomas made the motion to reject all bids. Seconded by Devitt. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with Respect to the Approval to advertise for Sealed Bids to purchase the following equipment:

- a. Self-Propelled Construction Broom**
- b. Asphalt Roller**

Bottoroff reported that these two items happen to not be on the State Bid Contract. Devitt made the motion to approve advertisement for Sealed Bids to purchase the following equipment:

- a. Self-Propelled Construction Broom**
- b. Asphalt Roller**

Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Devitt made motion to approve the purchase of the following equipment:

- a. **Skid Steer**
- b. **Pickup Broom**
- c. **Trailer Mounted Crack Sealing Machine**

Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Devitt made the motion to approve Leasing/Purchasing the following equipment:

- a. **Cold Planer (Milling Machine)**
- b. **Self-Propelled Construction Broom**

Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with Respect to Advertising for Solicitation of Bids for Financial Services to Lease/Purchase the equipment listing in Agenda Item **9 a.** and **9 b.** Bottoroff reported that with the Street Department providing the work reflected in the Pavement Management Plan in house, there are several pieces of equipment that need to be purchased to allow them to perform these new duties. Purchasing of the equipment was accounted for in the 2023-2024 Capital Fund budget. Thomas made the motion to approve advertising for Solicitation of Bids for Financial Services to Lease/Purchase a Cold Planer, and a Self-Propelled Construction Broom. Seconded by Devitt. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with Respect to Declaring Surplus Property to be sold at Auction on a later date to be determined. Bottoroff reported per the Purchasing policy, prior to selling surplus, obsolete supplies, materials, or equipment with a value of more than one-thousand dollars said property must first be declared obsolete or surplus by the City Council. Devitt made the motion to declare surplus property to be sold at auction at a later date to be determined. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with respect to declaring Scrap Metal located at the Public Works Facility surplus, Authorizing the sale of the scrap Metal, and allocating the use of the funds received from the sale of the Scrap Metal to fund the Employee Appreciation Christmas Luncheon. Bottoroff reported there is a stockpile of scrap metal that is of no use to the City or GMSA and is simply taking up space and creating an eye sore at the Public Works Facility. The price of scrap metal changes frequently, and prior to the sale of the scrap metal, new quotes will be received. Staff requests funds from the sale of scrap metal be allocated to catering for the Employee Appreciation Christmas Luncheon. Devitt made the motion to declare the Scrap Metal located at the public works facility surplus and authorize the sale of the scrap metal and allocate the use of the funds received to fund the Employee Appreciation Christmas Luncheon. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with Respect to fill an unexpired term (09/30/2026) on the Grove Municipal Services Authority (GMSA) Trust. One Letter of Application was received from Steve Ward. Trumbull nominated Steve Ward, nomination died due to lack of second.

Trumbull opened the floor for discussion with respect to Notice of Posting of the City Council regular scheduled meetings for the 2024 Calendar Year. Devitt made the motion to approve the Notice of Posting as presented. Seconded by Thomas. AYE: Thomas, Devitt, and Trumbull. NAY: None. Motion carried.

#### **STAFF REPORTS:**

Bottoroff reported that staff did apply for a grant through the Oklahoma Tourism Department, however, we received notification that we did not receive the grant. The purpose of the grant was to expand walking trails at the Sports Complex. Bottoroff added that she has requested a review of the application to determine why we were not awarded that grant.

Bottoroff added that our police department did receive a violation from the Oklahoma State Department of Health on our jail facility requiring us to put in a fire alarm system and fire suppression system. Staff is going to ask the State Department of Health to allow us to go through our Sales Tax Election before spending the money to update the building that will no longer be in use. Bottoroff entertained questions from the council.

#### **WARD REPORTS:**

NONE.

At 5:00 PM Devitt made the motion for the council to recess into 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) with participation from City Manager Debbie Bottoroff and Jeremy Foraker. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

At 6:03 PM Devitt made the motion for the Council to come out of Executive Session. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

Trumbull opened the floor with Respect to Agenda Item E.1 Above. Devitt made the motion to authorize staff to negotiate amending the agreement with Foraker Development. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.

At 6:04 PM Devitt made the motion to adjourn the meeting. Seconded by Thomas. AYE: Thomas, Devitt, Trumbull. NAY: None. Motion Carried.