**GROVE CITY COUNCIL**

**REGULAR MEETING**

**TUESDAY, NOVEMBER 16, 2010**

**6:00 PM**

The Grove City Council met in regular session on Tuesday, November 16, 2010 at 6:00 PM with Mayor Gary Trippensee presiding. Members present were Ed Trumbull, Marty Follis, Larry Parham and Mike Davenport. Also present was City Manager, Bruce Johnson; Attorney, Kelly Kerr; Assistant City Manager, Debbie Bottoroff; City Treasurer, Lisa Allred; Public Works Director, Jack Bower and City Clerk, Bonnie Buzzard.

Trumbull made the motion to approve the minutes of the previous meeting. Seconded by Follis. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion regarding the purchase order register. Trippensee reported that he would like to see PO #11-23682 – Grove Chamber of Commerce (rent & postage) in the amount of $854.81 be stricken from the register. The Council and Staff discussed this item in detail which included comments from Lisa Friden – Executive Director of the Area Chamber of Commerce. After no further discussion, Davenport made the motion to approve the purchase order register as presented. Seconded by Parham. AYE: Trumbull; Follis, Parham and Davenport. NAY: Trippensee. Motion carried.

Trippensee opened the floor for discussion regarding the request from the Grove Area Chamber of Commerce for street closings for the annual ‘Lighted Christmas Parade’ to be held on Saturday, December 11, 2010. Friden reported that this is the same route as presented last year, beginning at the Civic Center onto Main Street to 3rd, turning left on 3rd to conclude at the Cheapo Depo parking lot. Davenport made the motion to approve the request for street closings from the Grove Area Chamber of Commerce for the annual ‘Lighted Christmas Parade’ for Saturday, December 11, 2010. Seconded by Follis. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion regarding the Audited Financial Statements for the fiscal year ending June 30, 2010 as presented by Kershaw CPA & Associates. Robert Kershaw – Certified Public Accountant from Kershaw CPA & Associates presented and discussed in much detail his report on Audit of Financial Statement for the year ending 06.30.10. Kershaw briefed the Council on his finding and management comments, and added the following entry should be revealed in the Schedule of Expenditures of Federal Awards report prior to submittal to the office of the Oklahoma State Auditor & Inspector:

* Environmental Protection Agency
	+ Pass Through Program From: Oklahoma Water Resources Board - decreasing the amount from $1,870,803.00 to $586,720.00
	+ lowering the total expenditures of Federal Awards to $1,304,622.00

Kershaw fielded questions from the Council and Staff. The audit presentation last for approximately 15 minutes. Trippensee made the motion to accept the Audited Financial Statements for the fiscal year ending 06.30.10 as presented by Kershaw to include the above mentioned entry to the Schedule of Expenditures of Federal Awards in the amount of $586,720. Seconded by Follis. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Davenport made the motion to approve a one-time salary adjustment of $150.00 for full-time employees who have not been employees for four years, and to include $50.00 for part-time and volunteer employees. Seconded by Trumbull. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Follis made the motion to authorize the Staff to advertise for bids for asphaltic materials for the second half of the Fiscal Year ending June 30, 2011. Seconded by Davenport. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee made the motion to approve a Resolution amending the 2010-2011 Fiscal Year budget. Seconded by Parham. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion regarding the appointment of member to the Zoning Board of Adjustment. Trippensee announced that there is still one vacant seat that was vacated by the resignation of Craig Criger. Trippensee made the motion to appoint Rollie Cornelson. Trippensee added that since Cornelson is fulfilling the term left by the resignation of Criger his term of expiration will be October 2011. Seconded by Parham. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

**CITY MANAGERS REPORT**:

Johnson announced that a concerned Citizen approached him about printing a City of Grove newsletter on the back of the GMSA utility bills. Johnson mentioned that the utility bills are printed on an 8.5” x 11” sheet of paper, and that the back would easily accommodate information to the public in regards to projects that are upcoming, and ongoing with the various City departments. Davenport added that this newsletter would reach the hands of approximately 5,500 residents of Grove and the surrounding area. Johnson added that he has received a proposal of $400.00 per month for an individual to write this newsletter for the City of Grove. The Council and Staff felt confident that the City has a capable employee who could complete this task for the City at no cost. The Council suggested using a bullet type format for this project. The Council indicated no problem with the Staff implementing this project by utilizing the GMSA utility billing system.

 **WARD REPORTS**:

Trumbull reported that he greatly appreciated the early e-mail he received from the City Staff.

Follis asked for an update on the street lighting problem along Highway 59 North. Bower reported he had visited with Jaime Zellow of AEP/PSO and that they are not accepting any maintenance on that project until a determination can be made on the lights. Bower added that he will be getting in touch with GE to see if they may offer any assistance with this project.

Follis asked for an update on the re-construction of 18th Street. Johnson reported that it should be completed by the end of the week. The Street Department anticipated doing some asphalt work today, however was delayed due to the rain. They hope to lay asphalt tomorrow.

Follis asked what the next projects on their schedule are. Johnson reported that the re-construction of Broadway and State Park Road are up coming.

Trippensee asked for an update on the curb painting project. Bower reported that the Street Department will be putting up Christmas decorations next week, and that they will be undergoing that project at the same time.

 Trippensee asked for an update on the tire shop located East of Grove. Johnson reported that they are apparently in the process of tearing down shop and possibly re-locating outside the corporate limits of Grove.

Davenport asked for an update on the old sewer plant clean-up project. Johnson reported that the City crew mowed that area last week. Bower reported that Koss Construction has started clearing out their remaining equipment.

At 6:51 PM Follis made the motion to adjourn. Seconded by Parham. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.