**GROVE CITY COUNCIL**

**REGULAR MEETING**

**TUESDAY, MARCH 15, 2011**

**6:00 PM**

The Grove City Council met in regular session on Tuesday, March 15, 2011 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 as corrected. Seconded by Follis. AYE: Trumbull, Follis, Parham and Trippensee. NAY: None. Davenport abstained. Motion carried.

Trippensee made the motion to approve the purchase order register. Seconded by Parham. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion with respect to presentation by Troy Helms regarding a Proclamation proclaiming Friday, March 18, 2011 as ‘Arbor Day’. Helms addressed the City Council to request the approval of the Proclamation proclaiming Friday, March 18, 2011 as ‘Arbor Day’ and authorize the planting of trees at the Rotary Park near the water feature. Trippensee read the Proclamation in its entirety proclaiming March 19th as Arbor Day and urged all citizens to participate in the planting of trees. No action was taken.

Trippensee opened the floor for a presentation from Ms. Lietzke with respect to Grove Civic Center. Parham announced that Ms. Lietzke was not able to attend this meeting; therefore he has agreed to express her concerns to the Council and Staff on her behalf. Parham reported that he had City Treasurer, Lisa Allred compile a report of the total expenses / revenues incurred on the Civic Center from a time period of 2007 to current. Parham reported on the following numbers:

2007-2008 2008-2009 2009-2010 2010-2011 (current)

* Operating Expenses $91,508.19 $84,899.52 $84,253.68 $50,153.40
* Operating Revenues $15,984.00 $13,125.00 $12,590.00 $ 4,200.00
* Operating Income $(75,524.19) $(71,774.52) $(71,663.68) $(45,953.40)
* Capital Expenses $45,794.00

(not including debt service)

Parham pointed out that the Civic Center is not a money making facility for the City of Grove, and that it should be. Parham indicated that he would like to see everyone (no matter of their tax exempt status) pay for the use of the Civic Center, and that he would like to see the City Manager pursue the Hotel / Motel Tax Ordinance again with the public, or consider selling the Civic Center, and utilizing the sale proceeds to construct a new facility. The Council discussed this in detail with the Staff and participating audience, and entertained questions and comments from the following individuals:

* Judith Read
* Bob Henkle
* Ben Hynum, and
* Beverly Helms

No action was taken from the Council.

Trippensee opened the floor for discussion with respect to award of bid for the construction of a Public Works Facility. Bower reported that the city advertised for bids for the construction of two (2) steel buildings of the following specifications:

1. 1- 250’ x 60’ with 18” sidewalls, and
2. 1-125’ x 80’ with 20’ sidewalls

The City received bids from the following individuals:

Base Bid #1 Alternate Bid

* Bru-Con LLC $699,552.00 $178,270.00 = $ 877,822.00
* Tribal Construction Co. $829,000.00 $219,000.00 = $1,048,000.00

Bower noted that after reviewing the bids received, it is the Staff’s recommendation to award the low bid from Bru-Con LLC for the construction of the two steel buildings in the amount of $877,822.00. Parham made the motion to award the bid from Bru-Con LLC in the amount of $877,822.00 for the construction of two steel buildings. Seconded by Davenport. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion with respect to a Resolution approving the incurrence of indebtedness by the Grove Municipal Services Authority (the “Authority”) issuing its Promissory Note, Series 2011 (the “Note”); providing that the organizational document creating the Authority is subject to the provisions of the indenture, authorizing the issuance of said Note; waiving competitive bidding with subject to the sale of said Note and approving the proceedings of the Authority pertaining to the sale of the said Note; approving and authorizing executing of an agreement of support; establishing the City’s reasonable expectation with respect to the issuance of tax-exempt obligations by or on behalf of said City in calendar year 2011, and designating the note as a qualified tax-exempt obligation; and containing other provisions relating thereto. Johnson reported that the GMSA Board met earlier and approved this Resolution of indebtedness for recommendation to the Mayor and City Council. Rick Smith – Municipal Finance Services addressed the Board to report that the Staff advertised for interest rate bids for this project, and that the following was received:

* Bank of Grove 3.47%
* Grand Savings Bank 3.85%

Smith reported that this facility would be constructed on property already owned by GMSA adjacent to the existing wastewater treatment plant, and would comprise 25,000 square feet of covered space. The estimated cost of the building is approximately $945,000 with construction bids received in pursuant to the Oklahoma Competitive Bidding Act. In order to obtain funds for the project, it is the City’s intent to seek financing through the issuance of tax-exempt obligations and repay any such obligations within about ten (10) years. Smith discussed in detail with the Council the ‘Summary of Transaction’, and on the following:

**Estimated Debt Service Requirements**:

Weighted average interest rate: 3.470%

Weighted Average Maturity: 5.58 years

Average Annual Payment: $112,804.68

Average monthly payment: $9,400.39

**Estimated Issuance Components**:

Actual Construction Bid $877,802.00

Project contingency $23,698.00

Bond Counsel Fee/Expenses $17,000.00

Local Counsel Fee $5,000.00

Financial Advisor Fee/Expenses $17,000.00

Bank Counsel Fee $2,500.00

Trustee Bank Fee $2,000.00

Total Note Amount $945,000.00

Smith entertained questions, comments and concerns from the Board, Staff and participating audience. Parham made the motion to approve the Resolution approving the incurrence of indebtedness by the Grove Municipal Services Authority. Seconded by Follis. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion with respect to Grove Municipal Airport New Terminal Building Project. Johnson addressed the Council to report on the background history of the proposed new terminal building project for the Grove Municipal Airport. At subsequent GMAMA meetings questions have been asked as to the location of the proposed new terminal building. The Airport Layout Plan (long term strategic planning document) indicated that a new terminal building should be built on the west side of the airport. Additionally, meetings have been held and conversations had with the OAC (Oklahoma Aeronautics Commission) in regards to the location issue including what infrastructure is needed to support a west side terminal building and what state and federal monies may be available to the infrastructure. The following three options are being presented for review by GMAMA and the Grove City Council:

Option A: construct a new terminal building replacing existing at current location immediately using OAC terminal building grant.

[Budget Impact - the grant will be available up to $275,000.00 with an equal matching amount from the City of Grove]

Option B: construct new terminal building on the west side of the airport in 2014 using OAC terminal building grant.

[Budget Impact - $5,000,000.00 + with grant monies being sought for infrastructure construction]

Option C: construct new terminal building on east side of airport on site of current Fixed Base Operator Hangar.

[Budget Impact - unknown at this time due to the lack of an adequate site to relocate FBO hangar]

Johnson added that the Grove Municipal Airport Managing Authority met and approved by a vote of 4-0 to proceed with Option A. However, since that time new information has surfaced from a meeting with the Federal Aviation Administration, Oklahoma Aeronautics Commission and Garver Engineers that the FAA and the OAC may not support or fund their portion of the cost if the terminal building is NOT constructed on the west side. The FAA and OAC have indicated that they will fund the necessary infrastructure for a west side terminal project at a 95% to 5% matching rate. Johnson discussed in detail with the Council the following budget impact:

**Project Total Costs City Costs @ 5% City Costs @ 2.5%**

Construct parallel taxiway bravo $1,300.000 $65,000 $ 32,500

Construct west apron (235’x440’) $1,115,000 $55,750 $ 27,875

Construct hanger access taxi lanes $ 850,000 $42,500 $ 21,250

Relocate/remove T-hangers $ 288,000 $14,400 $ 7,200

Construct terminal building $ 550,000 $275,000 $275,000

(cost share at a 50/50 matching rate)

Construct access road & utilities $ 450,000 $450,000 $356,000

(costs are solely the responsibility of

the City of Grove)

**Total** **$4,553,000 $902,650 $719,825**

Johnson extended the discussion between the Council and Staff. The Council entertained questions, and comments from the following individuals:

* Berwin Kock
* Tom Melton, and
* Jim Barrett

With no further discussion, Parham made the motion for the Grove Municipal Airport / City of Grove to proceed with the original plan as submitted to the FAA and OAC for the terminal building project to be constructed along the west side contingent upon grant approval for this project starting in 2014, and to authorize City Manager, Bruce Johnson to be the point of contact between the City of Grove and the Grove Municipal Airport Managing Authority. Seconded by Follis. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion with respect to award of bids received for the clean-up of code violation properties within the city limits as identified by Code Enforcement Officer. Bottoroff reported that the Staff advertised for bids for this project and that the following bids were received:

* 4 Season’s Lawn $45.00 per hour
* Pendergraft Enterprises, Inc. $45.00 per hour

Bottoroff announced that both of these contractors have satisfactorily provided the mowing and clean-up service to the City of Grove within the past few years, therefore, it is Staff recommendation to approve both bids and utilize both contractors as needed. Follis made the motion to approve the Staff’s recommendation, and award both bids as presented for the mowing and clean-up of code violation properties. Seconded by Davenport. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion with respect to award of bids received for repairing the existing flat roof area of the City of Grove Civic Center located at 1720 S Main.

Johnson reported that the Staff advertised for bids for this project, and that the bids following were received:

1. RBK Roofing Inc. – Sapulpa, OK $179,700.00
2. American Roofing – Ponca City, OK $193,000.00
3. Heritage Roofing Systems of Oklahoma – Enid, OK. $205,000.00
4. Roofing Services Co., Inc. dba RSI – Stillwater, OK $248,840.00
5. Seal / Rite Contractor Inc. – Owasso, OK $271,691.00
6. Tribal Construction Co. – Grove, OK $289,000.00
7. Elite Roofing Systems – Norman, OK $303,600.00
8. Alpine Roofing LLC – Tulsa, OK $305,000.00

Johnson announced that Craig Criger – Superintendent of Buildings and Grounds reviewed all bids received, and it is his recommendation to award the bid to RBK Roofing Inc. of Sapulpa, Oklahoma in the amount of $179,700. Criger entertained questions and comments from the Council and Staff. Follis made the motion to approve the Staff’s recommendation, and award the bid for the Civic Center roof repair to RBK Roofing Inc. of Sapulpa, Oklahoma in the amount of $179,700. Seconded by Trumbull. AYE: Trumbull, Follis, Parham. Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion with respect for authorization to solicit ‘Request for Qualifications’ for the City of Grove Audit Services. Allred reported that the last auditors served the City / GMSA for the three year term. That contract has expired; therefore, Allred respectfully request that the City authorize the Staff to solicit ‘Request for Qualifications’ for audit services. Davenport made the motion to approve the request as presented by the Staff for audit services. Seconded by Trumbull. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

Trippensee opened the floor for discussion with respect to the annual City of Grove Spring clean-up week. Bottoroff reported that the City Staff would respectfully request that the City Council approve the following scheduled days of event(s):

* City of Grove Employees – 4th Annual Trash-Off Day April 15, 2011
* Volunteer & City Officials Trash-Off Day April 16, 2011
* City Wide Spring Clean-Up April 18-22, 2011

Trippensee made the motion to approve the scheduled days of event pertaining to the City of Grove Spring clean-up week. Seconded by Follis. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.

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

**CITY MANAGER’S REPORT**:

Johnson announced that the demolition contractors are currently working on removing the ground storage tanks located along South Honey Creek Bridge and Highway 59 North.

**WARD REPORTS**:

Follis asked about the ‘Adopt a Street’ program. Bottoroff reported that she has started receiving letters of application from various civic groups.

Follis asked if the civic center roof repair was a budgeted item. Johnson indicated that it was a line item in the current fiscal year budget.

Follis expressed thanks to Gary Trippensee for his years of service to the City of Grove as Ward IV Trustee.

Parham reported on the Project Valuation & Fee Report (aka building permit report) that has been placed in their packet by saying that it is good to see that a few homes are being constructed in Grove.

Parham added that for the past few years he has geared-up the trash-off/clean-up program, and since he will no longer reside on the City Council, he would like to turn that program over to Marty Follis.

Trippensee reported that he has received complaints in regards to the 3rd Street lighting. He was told that sections of that road have some dark area where the street lights don’t reflect down over the street fully.

Trippensee also reported that the Buffalo Shores property owners respectfully request additional street lights along Scenic Drive.

Trippensee noted that he has heard complaints in regards to some low hanging trees over 55th Street.

Trippensee announced that this is officially his last City Council meeting. Trippensee added that he will be leaving on vacation, and will not be available for the first meeting of April. Trippensee noted that he has enjoyed his position as City Council Representative, and that he encouraged the Council and Staff to continue working together for the future strengthening of Grove.

Davenport reported that there is a section of lights along Sailboat Bridge not working. Bower reported that area was recently hit by lightening, and that it has been reported.

At 7:28 PM Follis made the motion to adjourn. Seconded by Parham. AYE: Trumbull, Follis, Parham, Davenport and Trippensee. NAY: None. Motion carried.