

**GROVE MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
TUESDAY, MAY 06, 2025
MINUTES**

The Grove Municipal Services Authority met in regular session on Tuesday, May 06, 2025, with Chairman, Andy Stewart presiding. Other members present were Berwin Kock, Ed Trumbull, and Ivan Devitt. Member Justin Wadley 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.

ADDITONAL STAFF PRESENT:

Kristi Ford – Human Resources Director
Karyn Pesich – Municipal Clerk
Michelle Walker – Utility Office Manager

AGENDA ITEMS:

Devitt made the motion to approve the Minutes from the April 1, 2025, Regular Meeting. Second by Trumbull. AYE: Kock, Trumbull, Devitt, Stewart. NAY: None. Motion Carried.

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

Stewart opened the floor for Discussion with Respect to Approval of a Resolution providing a Community Service by crediting the Grove Public School, American Legion Post 178 F-4 Static Display and Lendonwood Gardens for water usage during the 2025-2026 Fiscal Year. Bottoroff reported that for several years GMSA has provided a credit for water usage to these non-profit organizations and the amounts have not changed. Devitt made the motion to approve the Resolution as discussed. Second by Trumbull. AYE: Kock, Trumbull, Devitt, Stewart. NAY: None. Motion Carried.

Stewart opened the floor for Discussion with Respect to the Approval of a Resolution amending the GMSA Purchasing Policy to comply with the Oklahoma State Statutes. Staff reported that the current policy has specific dollar amounts regarding when Competitive Bidding, Purchases and Authorizations are required as set forth in the Oklahoma State statutes. The statutes change from time to time requiring the policy to be updated. The proposed changes provide more generic wording while still requiring compliance with the Oklahoma Statues. Devitt made the motion to approve the Resolution as discussed. Second by Trumbull. AYE: Kock, Trumbull, Devitt, Stewart. NAY: None. Motion Carried.

Devitt made the motion schedule a Work Session/Special Meeting to Review and Discuss the 2025-2026 Budget on May 20, 2025 at 3:00 PM. Second by Kock. AYE: Kock, Trumbull, Devitt, Stewart. NAY: None. Motion Carried.

STAFF REPORTS:

Cook reported that we are still fighting the ransomware and making progress.

Douthit reported that an insurance adjuster will be out tomorrow, (May 7, 2025), to assess damage from the storm on Tuesday, April 29, 2025.

TRUSTEE REPORTS:

None.

At 3:11 Pm Devitt made the motion to adjourn the meeting. Second by Trumbull. AYE: Kock, Trumbull, Devitt, Stewart. NAY: None. Motion Carried.