**GROVE MUNICIPAL SERVICES AUTHORITY**

**REGULAR MEETING**

**TUESDAY, JULY 21, 2015**

**4:30 PM**

The Grove Municipal Services Authority met in regular session on Tuesday, July 21, 2015 at 4:30 PM with Chairman, Robert Plunk presiding. Members present were Bill Dyer, Kenneth Fitch and Don Nielsen. Member Berwin Kock was absent. Also present was General Manager, Bill Keefer; Attorney, Brandon Watkins; Public Works Director, Jack Bower; Assistant General Manager, Debbie Bottoroff and City Clerk, Bonnie Buzzard. City Treasurer, Lisa Allred was absent.

Nielsen made the motion to approve the minutes from the previous meeting as corrected. Seconded by Fitch. AYE: Dyer, Fitch, Nielsen and Plunk. NAY: None. Motion carried.

Dyer made the motion to approve of the purchase order register. Seconded by Fitch. AYE: Dyer, Fitch, Nielsen and Plunk. NAY: None. Motion carried.

Plunk opened the floor for discussion with respect to approval of a Bidding and Construction Administration Services Agreement with Rose & McCrary for the extension of sanitary sewer lines at the Industrial Park. Keefer reported that there was $185,000 carried over for this project into the 15/16 FY budget from the 14/15 FY budget. As the Board may recall that GMSA previously purchased the pipe materials for this project as well as blasted the rock for the trench in which to lay the pipelines. The construction bid will be for labor and equipment expenses to install the pipeline. The project budget will also cover the purchase of any additional materials for the project and the construction engineering expenses. Project Engineer, Tim McCrary was present to entertain questions, comments and concerns from the Board. Fitch made the motion to approve the Bidding and Construction Administration Services Agreement with Rose & McCrary as presented. Seconded Dyer. AYE: Dyer, Fitch, Nielsen and Plunk. NAY: None. Motion carried.

Plunk opened the floor for discussion with respect to bids from local financial institutions for Purchase Card Services. Keefer reported that the Staff advertise for bid for this project, and received only one bid proposal from Arvest Bank, which includes a 1% cash rebate on all purchases, that will be deposited directly into the City bank account by the 15th of the following month. Their service allows for the management of the account to set up restrictions and limitations on each card. Nielsen made the motion to award the bid to Arvest Bank for the purchase card services as presented. Seconded by Fitch. AYE: Dyer, Fitch, Nielsen and Plunk. NAY: None. Motion carried.

Dyer made the motion to approve a Resolution amending the 2015/2016 GMSA General Fund Budget. Seconded by Nielsen. AYE: Dyer, Fitch, Nielsen and Plunk. NAY: None. Motion carried.

**STAFF REPORTS**:

Keefer reported that the Staff has locked in the cost of gas per dekatherms at $3.35 for GMSA gas usage through September 2017.

Keefer updated the Board on the gas consumption at the CNG station. Since February, the usage has steadily increased from 325 dekatherms to 560 dekatherms in June.

Bower introduced Aston York as the new Water Treatment / Waste Water Treatment Plant Superintendent.

Bower updated the Board on the various non-operable pumps that are currently in the shop for repairs.

Bower also mentioned that the water and gas line improvements along Ski and Wood Streets have been completed. The flow of water into the lake has been reduced considerably but has not been shut off completely. Crews will be replacing several other lines in the area including the one that runs along Red Bird Drive off of Har-Ber Road.

Bower reported that the Staff is continually working on the water loss.

**TRUSTEES REPORT**:

Plunk expressed thanks to the Staff for their dedicated work they demonstrated in getting the Waste Water Treatment Plant back up into compliance.

At 5:05 PM Dyer made the motion to adjourn. Seconded by Nielsen. AYE: Dyer, Fitch, Nielsen and Plunk. NAY: None. Motion carried.