

NEW CORDELL CITY COUNCIL
Meeting Minutes of Regular Session
Monday, April 18, 2022

The New Cordell City Council met at the Community Center at 101 E Main on April 18, 2022 with five Council Members present including: Zetta Penner, Sheri Parsons, Jamie Bardwell, Tad Boone, and James Newman. Also present were Mayor Jerry Beech, City Attorney Johnny Beech, Interim City Manager Vicki Hagerman, and Deputy City Clerk Karla Ferrero. Council Members Steve McLaughlin, Lowell Holman, and Earlene Smith were absent. Others in attendance were Dacia Phillips, Darryl Anthony, and David Westreicher.

CALL TO ORDER, ROLL CALL AND DECLARATION OF A QUORUM:

Mayor Jerry Beech called the meeting to order at 6:02 pm. Deputy City Clerk Karla Ferrero called roll and a quorum was declared to be present.

MOTION AND VOTE TO ADOPT AGENDA.

Council Member Newman made a motion to adopt the agenda. Motion was seconded by Council Member Boone.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Newman
 Nay: 0

Motion Carried: Aye: 5
 Nay: 0

INFORMATION ITEMS: *(Information Items are presented for information only, they can be discussed but do not require action.)*

- a) **Receive reports.**
- b) **Representative from RSMeacham CPAs to present financial reports.** (Dacia Phillips)
- c) **Representative from FFIT Consulting, LLC to present monthly report.**

Interim City Administrator Hagerman spoke to council members regarding the Police Department receiving 5 applications for Chief of Police, the rehiring of Trevor Stewart and his subsequent injury and placement on worker's compensation, improvements in evidence storage and chain of custody procedure and that the PD will be adding security camera, that an OMAG (Oklahoma Municipal Assurance Group) law enforcement specialist conducted a review of the Police Department, there were 241 calls: 3 citations, 2 domestics, 2 truancy, 1 burglary, 1 larceny, and 3 drug busts, they are working on getting officers set up for LEXIPOL online training which can be counted towards CLEET hours. Attended ARPA workshop in Tulsa and applied for ARPA funds to use towards sewer project to rehabilitate the sewer lagoons which has an estimated cost of \$1.6 million dollars. Audit of vehicles on OMAG insurance has been completed for accuracy. Hagerman also explained unusual bill envelopes and cardstock for the April billing were due to an envelope shortage with the mailing company, and we were not charged for the change in weight. The bills next month should be back to normal. The tornado sirens have arrived, and are currently waiting on poles to arrive due to supply and unusual height of the poles. Once they are able to start working sirens should be completed and operational in 2 weeks. Hagerman further spoke about having held an initial budget meeting with departments regarding the budget for 2022-23 fiscal year. She also provided reports on maintenance and calls handled by street, water, and sewer departments. The diving board that was ordered to replace the broken one at Cordell Municipal Swimming Pool will not arrive until after pool season. Bo Ainsworth has removed more graffiti from the parks and skate park and started

the process of opening the pool. The EMS/Fire Departments had 22 medical emergencies, 23 fire calls. Electric is working on EIA (Energy Information Administration) Form-861 for compliance. Met with electrical contractor and engineer about electrical services needed on water station.

Dacia from RSMeacham CPAs presented financial reports. Schedule of cash through first 9 months of the year, as of March 31st, total unrestricted cash of \$2,866,322, restricted cash of \$886,034, total cash of \$3,752,356. This is down \$136,874 from last month, but all of this is in construction payments on the water project. For the general fund financials, the first column is for the 9 months ending on March 31st, 2022. Revenues should be at 75% or higher and expenditures to be at 75% or lower. Total revenue is at \$1,192,408 at 93% of annual projection, all the major sources of revenue are at or exceed budget. Total expenditures are at \$1,180,719 at 66% of budget. Transfer out to Cordell Memorial Hospital for their share of the sales tax. Loss of \$77,436, with no transfers to light and water. Light and water should also be at about that 75% mark. Electric operating income is at 66% of projection, at \$571,436. Water operating income has water project spending separated out because it will be capitalized out and separated at the end of year. Sewer operating income is at \$87,555 or 50% of projection. Garbage operating income is at \$60,029 or 68% of projection. Other income and expenses, administrative type income and expenses, pointed out bond and loan proceeds, since they are budget basis, even though they are a liability. After all the administrative income and expenses, the net income today is \$453,033 on the budget basis. For Capital Projects total expenditures are \$308,642 and total transferred in from NCUA is \$254,500. Year to date, \$53,969 more has been spent than what has come in. For sales and use taxes, the April receipt is included. Sales tax for the first 10 months is at \$930,300.89 compared to \$911,924.81 in April 2021, for a \$18,356 or a 2.01% increase. Use tax for the first 10 months is at \$152,455 compared to \$155,374 in April 2021, for approximately a \$3,000 or 1.8% decrease.

PUBLIC REMARKS: *(This time is set aside to allow the public opportunity to remark on agenda items only. Time will be limited to 3 minutes.)*

None.

DISCUSSION ITEMS:

A) Parker Christian Request: Would Like to Have a Place to Take Trash Every day.

Parker Christian was not present for the meeting, but Council Member Parsons spoke on his behalf. His concern was that with the increase in digital shopping there is an increase in number of boxes and he would like a place to take these as they fill polycarts quickly. She stated that she felt a place for daily large item dumping was not financially feasible but expressed interest in having a Saturday added in the middle of the month or to the end of dump week. Interim City Manager Hagerman stated that she had reached out to Republic Waste regarding options and rates but had not heard back from them. She further stated that customers can have additional polycarts added to their service. Council Member Bardwell stated that he had spoken to Crystal Bennett from Republic Waste, and she had stated she would put a proposal together if we could provide her with what we are wanting, and that we could shift hours from 8-5 to 12-7 at no additional cost. Parsons expressed she would like a Saturday to be added to the end of dump week.

CONSENT AGENDA:

- a. Approve Minutes from Regular Meeting on March 21, 2022.**
- b. Approve Financial Reports Period 9, March 2022.**
- c. Approve Expenditures Period 9, March 2022.**

- d. **Approve Payment to Myers Engineering in the amount of \$10,169.05 for Invoice #220065.13 Potable Water System Hydraulic Model and Analysis and Disinfection Feed.**
- e. **Approve Payment to Myers Engineering in the amount of \$5,083.10 for Invoice #221039-8 Cordell – Water System Improvements.**
- f. **Approve Payment to Young Contracting, LLC in the amount of \$122,835.00 for Pay Application #4, for Project #Y2114 Cordell Water System Improvements.**

Council Member Newman made a motion to approve the consent agenda and was seconded by Council Member Penner.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Newman
Nay: 0

Motion Carried: Aye: 5
Nay: 0

POTENTIAL VOTING BUSINESS:

- A. **Consider, discuss and/or possible take action on Resolution No. 2022-4 Matching Funds in the Amount of \$87,383.00 or \$245,590.00 for the Community Development Block Grant (CDBG) 2022 Water and Wastewater Construction Program.**

Interim City Administrator Hagerman explained that if the higher amount is chosen, Cordell is eligible for the full grant of \$600,000, but if the lower amount is chosen, we would not be able to accept that full grant, only \$308,185, the odds of grant approval would go down, and we would only be able to repair Line J. Council Member Newman made a motion to approve Resolution No. 2022-4 Matching Funds in the Amount of \$245,590.00 for the Community Development Block Grant (CDBG) 2022 Water and Wastewater Construction Program. The motion was seconded by Council Member Boone.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Newman
Nay: 0

Motion Carried: Aye: 5
Nay: 0

- B. **Consider, discuss and/or possible take action on Moving the Fireman’s Grant Fund from First National Bank and Trust Company of Weatherford to High Plains Bank in Cordell.**

Council Member Boone made a motion to approve moving the Fireman’s Grant Fund from First National Bank and Trust of Weatherford to High Plains Bank in Cordell. The motion was seconded by Council Member Bardwell.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Newman
Nay: 0

Motion Carried: Aye: 5
Nay: 0

- C. **Consider, discuss and/or possible take action on Resolution No. 2022-5 of the City of New Cordell, Oklahoma, Electing the Standard Allowance Available under the Revenue Loss Provision of the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act.**

Interim City Administrator Hagerman explained that this final round of ARPA (American Rescue Plan Act) funding assumes a 10% revenue loss, regardless of actual revenue, and can be used on anything that qualifies as Government Services. She further recommended that infrastructure is the most flexible and

provable area the funding can be allocated to and is her suggestion for filing the form. Council Member Parsons motioned to approve Resolution No. 2022-5 of the City of New Cordell, Oklahoma, Electing the Standard Allowance Available under the Revenue Loss Provision of the Coronavirus Local Fiscal Recovery Fund Established Under the American Rescue Plan Act. The motion was seconded by Council Member Newman.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Newman
Nay: 0

Motion Carried: Aye: 5
Nay: 0

EXECUTIVE SESSION: (*Board shall vote to enter into Executive Session.*)

i: To discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of City Administrator position, Pursuant to Title 25 O.S., Section 307 (B) 1. Motion was made by Council Member Boone to enter into Executive Session at 6:47 pm. Motion was seconded by Council Member Parsons.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Newman
Nay: 0

Motion Carried: Aye: 5
Nay: 0

Vote to come out of executive session.

A motion was made by Council Member Boone to come out of Executive Session at 7:03pm. Motion was seconded by Council Member Newman.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Newman
Nay: 0

Motion Carried: Aye: 5
Nay: 0

Consider and/or possible take action on items discussed in the Executive Session.

Mayor Jerry Beech stated that the executive session was regarding continuing the search for a city administrator. Per information from OMMS (Oklahoma Municipal Management Services, the council members were informed that a vote was needed by the council if they wished to continue the search for a City Administrator. Council Member Newman made a motion to approve continuing the search for a City Administrator. The motion was seconded by Council Member Penner.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Newman
Nay: 0

Motion Carried: Aye: 5
Nay: 0

NEW BUSINESS: (*Non-Agenda items or business. Discussion can be held, but action will be deferred until the next or some subsequent Regular or Special Meeting.*)

None.

COUNCIL REMARKS:

Council Member Boone asked to visit the idea of having the street sweeper go around the square on a schedule before businesses open, so that the people who live or keep cars on the square can move them in advance and allow for a more thorough cleaning. Interim City Administrator Hagerman stated that she had discussed this with Public Works Director Brown, and her understanding from him was that it was done on an as-needed basis because emergencies which would stop cleaning from being done on a schedule could not be predicted. Boone requested that this be followed up again, as he doubted the people who live on the square would mind if they had moved their vehicles, but an emergency stopped the street cleaning from occurring.

MAYOR REMARKS:

None.

ADJOURNMENT:

A motion was made to adjourn by Council Member Newman and was seconded by Council Member Boone.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Newman
Nay: 0

Motion Carried: Aye: 5
Nay: 0

The meeting was adjourned at 7:07 pm.

Jerry Beech/ Mayor

Karla Ferrero, Deputy City Clerk