

NEW CORDELL CITY COUNCIL

Meeting Minutes of Regular Session

Monday, July 17, 2023

The New Cordell City Council met at the Cordell Community Center at 101 East Main behind City Hall on July 17, 2023 with six council members present including: Blake Reed, Sheri Parsons, Bruce Wesner, Tad Boone, Earlene Smith, and Cheri Nabors. Also present were Mayor Phil Kliewer, City Attorney Shane Regier, Interim City Administrator Vicki Hagerman, and City Clerk Karla Ferrero. Council Members Greg Cox and Lowell Holman were absent. Citizens in attendance included: Daryl Anthony, George Semple, Jim Miller, Melinda Laird from Cordell Memorial Hospital, and Sarah Lau from the Cordell Chamber of Commerce. The agenda was posted on Friday, July 14, 2023 before 6 pm in the front window of City Hall.

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

Mayor Kliewer called the meeting to order at 6:00 pm. City Clerk Ferrero called roll, and a quorum was declared to be present.

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.
- c) Representative from FFIT Consulting, LLC to present monthly report.
- d) Representatives from the Cordell Chamber of Commerce to present report.
- e) Representative from the Cordell Memorial Hospital to present report.

Dacia Phillips from RSMeacham CPAs presented the financials through June for the full 12 months of the fiscal year.

Interim City Administrator Vicki Hagerman gave reports on the departments and city operations.

Sarah Lau from the Cordell Chamber of Commerce gave reports on the Chamber activities.

Melinda Laird from the Cordell Memorial Hospital gave a report on the hospital's activities and programs.

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:

None.

CONSENT AGENDA:

- a) **Approve Minutes from Regular Meeting on June 12, 2023.**
- b) **Approve Financial Reports Period 12, June 2023.**
- c) **Approve Expenditures Period 12, June 2023.**
- d) **Approve Payment to Myers Engineering in the amount of \$8,936.00 for Invoice #221039-22 Cordell – Water System Improvements.**
- e) **Approve Payment to Myers Engineering in the amount of \$10,518.29 for Invoice #221262-7 Cordell – 2021 CDBG Water Project.**
- f) **Approve Payment to Elite Towers, Inc in the amount of \$1,202.97 for Pay Application #8, for Project No. 52-22-1001 Elevated Water Storage Tank Rehabilitation.**

NEW CORDELL CITY COUNCIL

Meeting Minutes of Regular Session

Monday, July 17, 2023

- g) **Approve Payment to Elite Towers, Inc in the amount of \$44,223.70 for Pay Application #9, Final, for Project No. 52-22-1001 Elevated Water Storage Tank Rehabilitation.**
- h) **Approve DWSRF P40-2007502-01: Budget Revision requesting \$9,167.00 of Line-Item o. Contingency to Waterline Improvements Line-Item b and \$5,031.00 of Line-Item o. to Line-Item h.**
- i) **Approve Myers Engineering, Consulting Engineers, Inc. Exhibit K, Amendment to Owner-Engineer Agreement. MECE Project No. 221039 for DWSRF P40-2007502-01.**

Council Member Parsons made a motion to adopt the consent agenda. The motion was seconded by Council Member Nabors.

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

POTENTIAL VOTING BUSINESS:

- A. **Consider, discuss, and/or possible take action on Proclamation for Dale Mitchell Day in Honor of Baseball Legend Loren Dale Mitchell.**

Mayor Kliever gave background on Loren Dale Mitchell's baseball career and stated that he was being inducted into the Guardians Hall of Fame, which is why he was issuing this proclamation to honor his family.

No vote was made on this item. Mayor Kliever stated he did not believe it required a vote since it was a mayoral proclamation.

- B. **Consider, discuss and/or possible take action on Collections Policies and Associated Forms.**

Council Member Boone made a motion to approve collections policies and associated forms. Motion was seconded by Council Member Nabors.

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

- C. **Consider, discuss and/or possible take action to approve the Appointment of Linda McGechie to serve a 3-year term on the Cordell Library Local Advisory Board.**

Council Member Nabors stated that Linda McGechie was an existing board member who serves as treasurer.

Council Member Parsons made a motion to approve the Appointment of Linda McGechie to serve a 3-year term on the Cordell Library Local Advisory Board. Motion was seconded by Council Member Boone.

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

NEW CORDELL CITY COUNCIL

Meeting Minutes of Regular Session

Monday, July 17, 2023

D. Consider, discuss and/or possible take action on the Request for Qualifications for the Downtown Landscaping and Beautification project.

Council Member Parsons made a motion to approve soliciting the Request for Qualifications for the Downtown Landscaping and Beautification project. Motion was seconded by Council Member Wesner.

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

E. Consider, discuss and/or possible take action on the Request for Qualifications for the Demolition for 202 E Main St. Building.

Council Member Nabors made a motion to approve soliciting the Request for Qualifications for the Demolition for 202 E Main St. Building. Motion was seconded by Council Member Reed.

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

F. Consider, discuss and/or possible take action to give Cordell Chamber of Commerce \$5000 to put on the Pumpkin Festival.

Sarah Lau gave information to the council about previous requests for funds from the City, why the amount increased this year, what the Pumpkin Festival brought to the town, and what the Chamber provided the City in return for the funding.

Council Member Parsons made a motion to give Cordell Chamber of Commerce \$5000 to put on the Pumpkin Festival. Motion was seconded by Council Member Nabors.

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

G. Consider, discuss and/or possible allow detour and/or closing from square to Dollar General, North College from Main to 1st, South College from Main to Clay, North Market from 1st to Main, South Market from Main to Clay St., in the afternoon to close Temple from Main St. to 1st St. for Burnout Contest, for Pumpkin Festival, provided the Chamber of Commerce plan to detour and/or close street on State Highway 152 is approved by the Oklahoma Department of Transportation.

Council Member Parsons made a motion to allow detour and/or closing from square to Dollar General, North College from Main to 1st, South College from Main to Clay, North Market from 1st to Main, South Market from Main to Clay St., in the afternoon to close Temple from Main St. to 1st St. for Burnout Contest, for Pumpkin Festival, provided the Chamber of Commerce plan to

NEW CORDELL CITY COUNCIL

Meeting Minutes of Regular Session

Monday, July 17, 2023

detour and/or close street on State Highway 152 is approved by the Oklahoma Department of Transportation. Motion was seconded by Council Member Boone.

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

H. Consider, discuss and/or possible take action on to Waive Vendor Fees for the Cordell Chamber of Commerce Pumpkin Festival event.

Council asked how much the Chamber charged for a booth space, and Sarah Lau told them that it was \$50.00 for a 13x13 booth space, which was one of the lowest vendor fees around. Council asked if Lau thought that it would deter vendors to pay the additional \$25.00, Lau stated she believed that it would, and may make some pre-registered vendors cancel. Council Member Boone asked if the City could revisit its vendor fee schedule on the next agenda. Council also asked that the Chamber bring these requests earlier in the year so they can budget and prepare early enough to let vendors know with more advance notice.

Council Member Boone made a motion to Waive Vendor Fees for the Cordell Chamber of Commerce Pumpkin Festival event. Motion was seconded by Council Member Nabors.

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

I. Consider, discuss and/or possible take action on Advertisement for Public Notice for Agricultural Land Leases.

Mayor Kliever explained that these were the agricultural tracts near the airport and sewer lagoon. Council Member Smith made a motion to approve Advertisement for Public Notice for Agricultural Land Leases. Motion was seconded by Council Member Boone.

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

J. Consider, discuss and/or possible take action on to Nominate a Representative for the City of Cordell to the Foss Reservoir Master Conservancy District Board of Directors for a Four-Year term Commencing on July 31, 2023 and Ending on July 31, 2027.

Mayor Kliever explained that the purpose of the representative was to have someone to preserve the interests of Cordell in discussions about Foss water. Kliever stated that it was important for the individual to have a strong background in water planning and treatment.

Council Member Boone made a motion to Nominate Jerry Beech as Representative for the City of Cordell to the Foss Reservoir Master Conservancy District Board of Directors for a Four-Year term Commencing on July 31, 2023 and Ending on July 31, 2027. Motion was seconded by Council Member Wesner.

NEW CORDELL CITY COUNCIL

Meeting Minutes of Regular Session

Monday, July 17, 2023

Vote called: Aye: Reed, Parsons, Smith, Wesner, Boone, Nabors.
Nay: 0

Motion carried: Aye: 6
Nay: 0

K. Consider, discuss and/or possible take action to approve Resolution 2023-07, Rate Schedule for the New Cordell Utility Authority establishing Utility Rates and Fees.

Council Members Smith and Boone stated strong opposition to lowering the minimum monthly charge to only include 1,000 gallons. Mayor Kliewer and CPA Phillips explained that most other towns only include 1,000 gallons and that this rate profile reduces impact to low-income groups maximally without unduly impacting other citizens. Phillips ran models to show the difference in rates with the minimum charge including 1,000 gallons versus 2,000 gallons.

Council Member Parsons made a motion to approve Resolution 2023-07, Rate Schedule for the New Cordell Utility Authority establishing Utility Rates and Fees. Motion was seconded by Council Member Nabors.

Vote called: Aye: Reed, Parsons, Wesner, Nabors.
Nay: Smith, Boone

Motion carried: Aye: 4
Nay: 2

L. Consider, discuss and/or possible take action Concerning the Real Property located at 1121 N. Market St.

Interim City Administrator Hagerman explained that there were three lots there, and 1 ½ belongs to the City, but 1 ½ belongs to the Baptist Health Corporation. The building itself stood on the portion owned by the Baptist Health Corporation, so that would be between the Hospital and them, nothing was required on the part of the City.

No action was taken.

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 Parsons asked about the Family Dollar situation, and what was being done about their need to mow. She was told they had been notified and were soon to be ticketed. Questions were asked about mowing abatements. Council Member Smith asked about the upkeep in the alley behind Carl Ramsey's property. Mayor Kliewer stated that was being looked into and asked the City Attorney if that could be discussed since it was not on the agenda. City Attorney Regier advised that it would need to be on the agenda to discuss.

NEW CORDELL CITY COUNCIL

Meeting Minutes of Regular Session

Monday, July 17, 2023

MAYOR REMARKS:

Mayor Kliewer stated that he appreciated the council's efforts to work through the rate discussion. Kliewer also thanked Sims for her work on the plaques and stated that he is still working on proposals for the pickleball courts and gun range for council.

ADJOURNMENT:

Council Member Boone made a motion to adjourn. Motion was seconded by Council Member Parsons.

Vote called: Aye: Reed, Parsons, Smith, Cox, Wesner, Boone, Holman, Nabors.

Nay: 0

Motion carried: Aye: 8

Nay: 0

The meeting was adjourned at 7:57 pm.

Phil Kliewer/ Mayor

Karla Ferrero/ City Clerk