

# NEW CORDELL CITY COUNCIL

## Meeting Minutes of Regular Session

Monday, September 18, 2023

The New Cordell City Council met at the Cordell Community Center at 101 East Main behind City Hall on September 18, 2023 with eight council members present including: Blake Reed, Sheri Parsons, Greg Cox, Bruce Wesner, Lowell Holman, Tad Boone, Earlene Smith, and Cheri Nabors. Also present were City Attorney Shane Regier, Interim City Administrator Vicki Hagerman, and City Clerk Karla Ferrero. Mayor Phil Kliewer was absent. Council President Sheri Parsons was acting Mayor. There were approximately 8 citizens in attendance including: Police Chief Dustin Denney, Fire Chief /EMS Director Seth Slaughterback, and Sarah Lau from the Chamber of Commerce. The agenda was posted on Friday, September 15, 2023 before 5 pm in the front window of City Hall.

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

Council President Sheri Parsons called the meeting to order at 6:02 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.

Dacia Phillips from RSMeacham CPAs presented the financials through August for the first 2 months of the fiscal year.

**\*\*\* Council Member Lowell Holman arrived at 6:13 pm \*\*\***

Interim City Administrator Vicki Hagerman gave reports on the departments and city operations. The Fire/EMS Department had 36 runs and 38 facility transports. They also assisted the school with a fire drill and career day presentation. The EMS Department with Heartland Medical will be hosting EMT and advanced EMT classes with grants available for the first 10 participants in each. The 2015 ambulance is back in service. The Police Department had 835 calls for service last month, which is more than double the previous month. They are hiring as one officer left to work for the County, and one officer will be attending CLEET this month. The Department will be participating in an upcoming Under 100 class. The Electric Department has been trimming trees and rewired Well 5. The Street Department has been continuing black topping, repaired damaged grates on the square, and winterized the pool. The Water Department, City Administrator, Mayor, City Attorney, and City Engineers have spent many hours on Inman, and there may be an executive session on them on a future agenda. On the Demolition and Landscaping Projects they have met with companies and sent out RFQ's which are due back Monday, September 25 at 4pm for the Special Council Meeting that evening. Family Dollar has given our engineers the updated plan reported on at the last meeting for them to review. Council asked questions about where jobs are posted, and on progress and property maintenance at Family Dollar.

**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.

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### DISCUSSION ITEMS:

None.

### CONSENT AGENDA:

- a) **Approve Minutes from Regular Meeting on July 17, 2023.**
- b) **Approve Minutes from Regular Meeting on August 21, 2023.**
- c) **Approve Financial Reports Period 2, August 2023.**
- d) **Approve Expenditures Period 2, August 2023.**

Council Member Boone made a motion to adopt the consent agenda. The motion was seconded by Council Member Holman.

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

Motion carried: Aye: 8  
Nay: 0

### POTENTIAL VOTING BUSINESS:

- A. **Consider, discuss and/or possible take action to Close streets for Spook the Square: N College St from Main to 1<sup>st</sup> St; S College from Main to Clay; N Market St from Main to 1<sup>st</sup>; S Market St. from Main to Clay on Oct 31, 2023.**

Council asked for confirmation that this would just be the side streets, not the square itself. Sarah Lau from the Chamber of Commerce affirmed.

Council Member Boone made a motion to close streets for Spook the Square: N College St from Main to 1<sup>st</sup> St; S College from Main to Clay; N Market St from Main to 1<sup>st</sup>; S Market St. from Main to Clay on Oct 31, 2023. The motion was seconded by Council Member Cox.

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

Motion carried: Aye: 8  
Nay: 0

- B. **Consider, discuss and/or possible take action on Resolution 2023-08 Approving and Adopting Registration Requirements and the Rate Schedule for Vendors Permits.**

The Resolution was explained to council. Lau from the Chamber stated that of the 110 vendors she has registered for the Pumpkin Festival, half will not come back if they have to get a permit with the City also. Lau further suggested that an Annual Promoter Fee would be the better option for special events, rather than charging all vendors a fee. Lau also suggested a portal for vendors to upload the information to. Reed suggested that Council simply lower the amount it provides the Chamber to put on the event, rather than passing funds back and forth. It was clarified that this Resolution was updating the vendor permits available and the guidelines for getting them and was separate from any waiving of fees for the Pumpkin Festival. Lau expressed support for the idea of an annual vendor permit.

Council Member Boone made a motion to approve Resolution 2023-08 Approving and Adopting Registration Requirements and the Rate Schedule for Vendors Permits. Motion was seconded by Council Member Reed.

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

Motion carried: Aye: 8  
Nay: 0

**C. Consider, discuss and/or possible take action on Application for the 2023 Justice Assistance Grant Local Law Enforcement (JAG-LLE) Program.**

Hagerman stated that the grant was for up to \$10,000 with no match from the City, and that the Police Department would like to apply to purchase body cameras.

Council Member Boone made a motion to approve Application for the 2023 Justice Assistance Grant Local Law Enforcement (JAG-LLE) Program. Motion was seconded by Council Member Cox.

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

Motion carried: Aye: 8  
Nay: 0

**D. Consider, discuss and/or possible take action to apply for the OERSSIRF Grant FY 2023 for a new Ambulance, with the City of New Cordell matching 50% of cost for a total of \$118,500.00.**

Interim City Administrator asked Fire Chief/EMS Director Seth Slaughterback to give information regarding the OERSSIRF Grant. Slaughterback presented information about the grant and the proposed ambulance. Council asked Slaughterback to gather more information about the grant and from the County.

Council Member Cox made a motion to table discussion to apply for the OERSSIRF Grant FY 2023 for a new Ambulance, with the City of New Cordell matching 50% of cost for a total of \$118,500.00 until the September 25, 2023 Special Meeting. Motion was seconded by Council Member Reed.

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

Motion carried: Aye: 8  
Nay: 0

**E. Consider, discuss and/or possible take action to Approve the Agreement for Professional Services with South Western Oklahoma Development Authority (SWODA), for Grant Writing/Administration of OERSSIRF Grant FY 2023. Grant Writing \$3,400, Grant Admin: \$600 Total: \$4,000.**

Council Member Holman made a motion to table discussion to Approve the Agreement for Professional Services with South Western Oklahoma Development Authority (SWODA), for Grant Writing/Administration of OERSSIRF Grant FY 2023. Grant Writing \$3,400, Grant Admin: \$600 Total: \$4,000 until the September 25, 2023 Special Meeting. Motion was seconded by Council Member Reed.

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

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Nay: 0

Motion carried: Aye: 8

Nay: 0

- F. Consider, discuss and/or possible take action to Authorizing Chamber of Commerce, to be Exempt from Consumption in Public. and Authorize the Chief of Police to sign the Special Event License form. Exemption is Contingent on the Approval of the Oklahoma Alcoholic Beverage Laws Enforcement Commission (ABLE) Special Event License for Pumpkin Festival.**

Sarah Lau with the Chamber of Commerce stated that she no longer wanted to pursue this Special Event License this year due to the complicated nature and high cost of the application with the State. She will look into potentially asking for next year, but the logistics were too complicated for this year.

No action was taken.

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

- i. To discuss the Purchase or Appraisal of Real Property, located at 202 N Temple St, 120 N Temple, 119 W 1st St, 120 W. 1st, 201 W Main St. and 401 W 2nd, Pursuant to Title 25 O.S., Section 307 (B) 3 of the Oklahoma Statutes.**
- ii. To discuss Confidential Communication with the City Attorney on 3M Class Action Lawsuit Settlement. Pursuant to Title 25 O.S., Section 307 (B) 4 of the Oklahoma Statutes. City Attorney has Determined Disclosure will Impair the Ability of the Board to Process the Claim in the Public Interest.**
- iii. To discuss the Legal Process and Appraisal or Value of the Real Property, located at north and east of New Cordell, with the City Attorney, Pursuant to Title 25 O.S., Section 307 (B) 3 of the Oklahoma Statutes.**
- iv. To discuss the Legal Process and Appraisal or Value of the Real Property, located at 107 S Market St, with the City Attorney, Pursuant to Title 25 O.S., Section 307 (B) 3 of the Oklahoma Statutes.**

Council Member Boone made a motion to table the Executive Session. Motion was seconded by Council Member Holman.

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

Nay: 0

Motion carried: Aye: 8

Nay: 0

### **Vote to come out of executive session.**

Executive session was tabled, no executive session was held.

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

Executive session was tabled, no executive session was held.

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**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:**

None.

### **MAYOR REMARKS:**

None.

### **ADJOURNMENT:**

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

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

Motion carried: Aye: 8  
Nay: 0

The meeting was adjourned at 7:02 pm.

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Sheri Parsons / Council President

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Karla Ferrero / City Clerk