

NEW CORDELL CITY COUNCIL

Meeting Minutes of Regular Session

Tuesday, January 17, 2023

The New Cordell City Council met at the Cordell Community Center at 101 East Main behind City Hall on Tuesday, January 17, 2023 with seven council members present including: Zetta Penner, Sheri Parsons, Steve McLaughlin, Jamie Bardwell, Tad Boone, Earlene Smith, and James Newman. Also present were Mayor Jerry Beech, City Attorney Johnny Beech, Interim City Administrator Vicki Hagerman, and Deputy City Clerk Karla Ferrero. Council Member Lowell Holman was absent. Others in attendance were Jeanna King of RSMeacham CPAs, Bob Plummer, Amy Riggs, Heather Flores, and Fire Chief Seth Slaughterback.

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

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

MOTION AND VOTE TO ADOPT AGENDA

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

Vote called: Aye: Penner, Parsons, McLaughlin, Bardwell, Boone, Newman, Smith.
Nay: 0

Motion carried: Aye: 7
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.
- c) Representative from FFIT Consulting, LLC to present monthly report.

City Attorney Johnny Beech arrived at 6:06 p.m.

Jeanna King from RSMeacham CPAs presented the financials through December for the first 6 months of the fiscal year. On the cash schedule the city is down approximately \$135,000 in unrestricted cash over last month. This is due to significant water project expenditures which will be reimbursed. Overall General Fund is up \$23,000 and NCUA is down over last month. The City is 50% of the way through the year, so the revenue goal is to be at about 50% or over and expenditures at 50% or under. In the General Fund revenues are at 65% of projected budget. A lot of that overage is Sales and Use Taxes coming in over budget. Expenditures are at 41% of budget. After other income and expenses, revenues exceed expenditures by \$108,649, which is approximately \$25,000 over last month. In the NCUA, Water projects have had expenditures of \$207,000, and \$105,000 in loan proceeds and another deposit is expected. Electric had large supply purchases from Anixter for \$24,411 and purchased approximately \$4,000 on tools. Overall the four departments have an operating income without capital projects of \$329,000 which is an increase of about \$30,000 operationally over last month. In Capital Projects the only transactions were for the Water Projects, and since those go through NCUA the only change is an increase in transfers out. In Sales Tax year to date, including January, the city is up \$56,000, or 9%, over the same period last year. In Use Tax year to date, including January, the city is up \$97,000, or 13%, compared to the same period last year.

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Interim City Administrator Vicki Hagerman gave reports on the departments and city operations. Hagerman stated that she is working with RSMeacham to create a water project information sheet. She attended a mandatory training for the REAP grant. In the Police Department they had 224 calls for service. The Police Department issued 215 tickets in 2022 for approximately \$35,000 before dismissals. In the Fire and Rescue and Emergency Services department there were 20 Fire and Recue calls for service and 20 EMS calls for service. The new ambulance is have mechanical work performed then it will be ready for its final inspection. The Family Dollar contractors have poured the pad and completed some plumbing. City employees will meet with the contractors Friday, January 20th to discuss issues arising. The Family Dollar took out one highway light to place a driveway. In the Electric Department they have been trimming trees, fixing lights, and performing line maintenance, some with the assistance of OMPA. The bucket truck has an oil leak and is going to a mechanic. In the Sewer Department, David will retire in June, and has been cross-training Donnevan and Mason on sewer. They were trained this week on lab and lagoon procedures. There was a large sewer issue at 11th and Grant that has been resolved with the assistance of City of Elk City. In the Water Department city crews have been repairing leaks and fire hydrants. In the waterline projects the water line on Crider and Ollie have been installed, and taps have been completed on the Ollie line. New water line and service taps on South Side of East Main between Florence and Magnolia including a tie in going north on Orient. The chloramine residuals look good, which is a goal of the work being done. Lonehickory has been meeting on Thursdays with the Mayor and having daily morning meetings with the water crews. Hagerman attended the Chamber's Board of Directors Annual Retreat Meeting. In the Customer Service Department, they are working on utility collections; currently there are 340 accounts representing approximately \$138,774 in outstanding bills.

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 December 19, 2022.**
- b) **Approve Financial Reports Period 6, December 2022.**
- c) **Approve Expenditures Period 6, December 2022.**
- d) **Approve Payment to Myers Engineering in the amount of \$5,355.00 for Invoice #221039-17 Cordell — Water System Improvements.**
- e) **Approve Payment to Lonehickory Cattle L.L.C. in the amount of \$50,145.75 for Pay Application No. 4.**
- f) **Approve Payment to METCO in the amount of \$69.85 for Invoice No. 14984C, for Testing and Engineer Review, Cordell Water Vault.**
- g) **Approve DWSRF P40-2007502-01: Budget Revision requesting \$85,653.30 of Line-Item o. Contingency to Waterline Improvements line-item a.**

Council Member Newman made a motion to adopt the consent agenda. The motion was seconded by Council Member Bardwell.

Vote called: Aye: Penner, Parsons, McLaughlin, Bardwell, Boone, Newman, Smith.
Nay: 0

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Motion carried: Aye: 7

Nay: 0

POTENTIAL VOTING BUSINESS:

- A. Consider, discuss and/or possible take action on Applying for Assistance to Firefighters Grant, for Fire Rescue Extrication Equipment. Amount not to exceed \$50,000 with a match from the City not to exceed \$2,500.**

Fire Chief Seth Slaughterback presented on the Assistance to Firefighters Grant.

Council Member McLaughlin made a motion to Applying for Assistance to Firefighters Grant, for Fire Rescue Extrication Equipment. Amount not to exceed \$50,000 with a match from the City not to exceed \$2,500. The motion was seconded by Council Member Newman.

Vote called: Aye: Penner, Parsons, McLaughlin, Bardwell, Boone, Newman, Smith.

Nay: 0

Motion carried: Aye: 7

Nay: 0

- B. Consider, discuss and/or possible take action on Resolution 2023-1 A Resolution Fixing the Date of the Election in the City of New Cordell, Oklahoma; Further Designating the Offices to be Filled at Said Elections; Direction Submission of Same to the Secretary of Washita County Election Board.**

Council Member McLaughlin made a motion to approve Resolution 2023-1 A Resolution Fixing the Date of the Election in the City of New Cordell, Oklahoma; Further Designating the Offices to be Filled at Said Elections; Direction Submission of Same to the Secretary of Washita County Election Board. Motion was seconded by Council Member Boone.

Vote called: Aye: Penner, Parsons, McLaughlin, Bardwell, Boone, Newman, Smith.

Nay: 0

Motion carried: Aye: 7

Nay: 0

- C. Consider, discuss and/or possible take action to Vote and Confirm Planning and Zoning/Historic Preservation Committee.**

Council Member Newman made a motion to Vote and Confirm Planning and Zoning/Historic Preservation Committee. Motion was seconded by Council Member Boone.

Vote called: Aye: Penner, Parsons, McLaughlin, Bardwell, Boone, Newman, Smith.

Nay: 0

Motion carried: Aye: 7

Nay: 0

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D. Consider, discuss and/or possible take action to Vote and Confirm Board of Adjustment Committee.

Council Member McLaughlin made a motion to Vote and Confirm Board of Adjustment Committee. Motion was seconded by Council Member Newman.

Vote called: Aye: Penner, Parsons, McLaughlin, Bardwell, Boone, Newman, Smith.
Nay: 0

Motion carried: Aye: 7
Nay: 0

E. Consider, discuss and/or possible take action to Vote and Confirm Lawnview Cemetery Board.

Council Member McLaughlin asked that Landon Jones be added to the Lawnview Cemetery Board.

Council Member McLaughlin made a motion to Vote and Confirm Lawnview Cemetery Board. Motion was seconded by Council Member Newman.

Vote called: Aye: Penner, Parsons, McLaughlin, Bardwell, Boone, Newman, Smith.
Nay: 0

Motion carried: Aye: 7
Nay: 0

F. Consider, discuss and/or possible take action on Contract Number: 23-WT-23025, 2023 REAP Fund for \$100,000.00 with South Western Oklahoma Development Authority (SWODA).

Council Member Boone made a motion to approve Contract Number: 23-WT-23025, 2023 REAP Fund for \$100,000.00 with South Western Oklahoma Development Authority (SWODA). Motion was seconded by Council Member Parsons.

Vote called: Aye: Penner, Parsons, McLaughlin, Bardwell, Boone, Newman, Smith.
Nay: 0

Motion carried: Aye: 7
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 Newman asked what the steps were to take action against noxious odors coming from the marijuana farm near his house. Other members of council affirmed that there was an odor issue. Mayor Beech and Attorney Beech stated that they would look into the appropriate procedures since the farm is located outside city limits under the county's jurisdiction.

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MAYOR REMARKS:

Mayor Beech stated that the City needed to have a Fair Housing Board, which would consist of the Mayor and three members of City Council as appointed by the Mayor. He appointed Council Members Zetta Penner, Jamie Bardwell, and James Newman.

ADJOURNMENT:

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

Vote called: Aye: Penner, Parsons, McLaughlin, Bardwell, Boone, Newman, Smith.
Nay: 0

Motion carried: Aye: 7
Nay: 0

The meeting was adjourned at 6:35 pm.

Jerry Beech/ Mayor

Karla Ferrero/ Deputy City Clerk