

NEW CORDELL CITY COUNCIL

Meeting Minutes of Regular Session

Monday, November 17, 2025

The New Cordell City Council met at the Cordell Community Center at 101 East Main behind City Hall on November 17, 2025 with six council members present including: Blake Reed, Sheri Parsons, Greg Cox, Bruce Wesner, Tad Boone, 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 Marla Harper and James Newman were absent. The agenda was posted on Friday, November 14, 2025 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) **Representative from Cordell Memorial Hospital to present report.**

Dacia Phillips from RSMeacham CPAs presented the financials through October 2025 for the first four months of the fiscal year.

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

Melinda Laird from Cordell Memorial Hospital presented on the status of the hospital and associated 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:

- **A presentation from Russell Brand on EMS Study.**

No discussion held, no report was given.

CONSENT AGENDA:

- a. **Approve Minutes from Regular Meeting on October 20, 2025.**
- b. **Approve Financial Reports Period 4, October 2025.**
- c. **Approve Expenditures Period 4, October 2025.**
- d. **Approve Sarah Boyd to the Historic Preservation Commission for a term ending November 2028.**
- e. **Approve the resignation of Jud Regier from the Historic Preservation Commission.**
- f. **Approve appointing George Semple to the Historic Preservation Commission to fill the unexpired term ending November 2028.**
- g. **Approve renewing Keith Young to the Board of Adjustments for a term ending November 2028.**

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- h. Approve renewing Vona Hicks to the Board of Adjustments for a term ending November 2028.
- i. Approve renewing Bryce Huntzinger to the Planning and Zoning Board for a term ending November 2028.
- j. Approve renewing Phil Keil to the Planning and Zoning Board for a term ending November 2028.
- k. Approve the 2026 Holiday Schedule for all City of New Cordell departments and the New Cordell Utility Authority.
- l. Approve the 2026 regular meeting schedule for the City of New Cordell
- m. Approve the 2026 regular court schedule for the New Cordell Municipal Court,
- n. Approve the 2026 regular meeting schedule for the City of New Cordell Planning and Zoning Board
- o. Approve early closure for City offices at noon on Wednesday, November 26, 2025 prior to Thanksgiving holiday and noon on Tuesday, December 23, 2025, prior to the Christmas holiday.

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

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

Motion carried: Aye: 6
Nay: 0

POTENTIAL VOTING BUSINESS:

- A. Consider, discuss and/or possible take action on approving the five-year renewal agreement with Pitney Bowes for postage meter services, which includes an updated machine and a quarterly rate increase from \$267.06 to \$341.19.

Council Member Parsons made a motion to approve the five-year renewal agreement with Pitney Bowes for postage meter services, which includes an updated machine and a quarterly rate increase from \$267.06 to \$341.19. The motion was seconded by Council Member Boone.

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

Motion carried: Aye: 6
Nay: 0

- B. Consider, discuss and/or possible take action on adopting updated Open Records Request Forms provided by OMAG, to ensure compliance with the Oklahoma Open Records Act.

Council Member Parsons made a motion to adopt updated Open Records Request Forms provided by OMAG, to ensure compliance with the Oklahoma Open Records Act. Motion was seconded by Council Member Boone.

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

Motion carried: Aye: 6
Nay: 0

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C. Consider, discuss, and/or take possible action to approve Ordinance No. 2025-03 adopting the Municipal Code Lien Enforcement Act.

No action.

D. Consider, discuss and/or possible take action on TSET Healthy Incentive Grant: Communities grant application.

Mayor Kliewer and Interim Administrator Hagerman provided an overview of the grant. It is a \$60,000 grant, and potential projects include pickleball courts or park or lake projects.

Council Member Cox made a motion to approve application for TSET Healthy Incentive Grant: Communities grant. Motion was seconded by Council Member Parsons.

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

Motion carried: Aye: 6
Nay: 0

E. Consider, discuss and/or possible take action on Ordinance No. 2025-04 regarding tobacco-, smoke-, and vapor-free ordinance for local government property for City of New Cordell.

Interim Administrator Hagerman explained that this ordinance was a part of the TSET application requirements.

Council Member Parsons made a motion to adopt Ordinance No. 2025-04 regarding tobacco-, smoke-, and vapor-free ordinance for local government property for City of New Cordell. Motion was seconded by Council Member Boone.

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

Motion carried: Aye: 6
Nay: 0

F. Consider, discuss and/or possible take action on Resolution No. 2025-11 regarding the adoption and implementation of a workplace wellness policy.

Interim Administrator Hagerman explained that this resolution was a part of the TSET application requirements.

Council Member Parsons made a motion to adopt Resolution No. 2025-11 regarding the adoption and implementation of a workplace wellness policy. Motion was seconded by Council Member Cox.

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

Motion carried: Aye: 6
Nay: 0

G. Consider, discuss and/or possible take action on Resolution No. 2025-12 Supporting Active Living and Healthy Lifestyles.

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Interim Administrator Hagerman explained that this resolution was a part of the TSET application requirements.

Council Member Parsons made a motion to adopt Resolution No. 2025-12 Supporting Active Living and Healthy Lifestyles. Motion was seconded by Council Member Cox.

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

Motion carried: Aye: 6
Nay: 0

H. Consider, discuss and/or possible take action on Resolution No. 2025-13 Supporting and Promotes Farmers' Markets, Community Gardens and/or Food Pantries.

Interim Administrator Hagerman explained that this resolution was a part of the TSET application requirements.

Council Member Parsons made a motion to adopt Resolution No. 2025-13 Supporting and Promotes Farmers' Markets, Community Gardens and/or Food Pantries. Motion was seconded by Council Member Reed.

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

Motion carried: Aye: 6
Nay: 0

I. Consider, discuss and/or possible take action on promoting the Oklahoma Tobacco Helpline on the website, social media accounts, and at town owned properties.

Interim Administrator Hagerman explained that this was a part of the TSET application requirements.

Council Member Reed made a motion to promote the Oklahoma Tobacco Helpline on the website, social media accounts, and at town owned properties. Motion was seconded by Council Member Parsons.

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

Motion carried: Aye: 6
Nay: 0

J. Consider, discuss and/or possible take action on promoting the Shape Your Future website on the website, social media accounts, and at town owned properties.

Interim Administrator Hagerman explained that this was a part of the TSET application requirements.

Council Member Parsons made a motion to promote the Shape Your Future website on the website, social media accounts, and at town owned properties. Motion was seconded by Council Member Boone.

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

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Motion carried: Aye: 6
Nay: 0

K. Consider, discuss and/or possible take action on accepting one of two settlement options from OMAG regarding the declared total loss of the City ambulance.

Interim Administrator Hagerman provided information regarding the two options and the state of the ambulance.

Council Member Parsons made a motion to accept settlement option for \$44,900.00 retaining salvage from OMAG regarding the declared total loss of the City ambulance. Motion was seconded by Council Member Boone.

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

Motion carried: Aye: 6
Nay: 0

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

No action taken on executive session. No executive session held, tabled for a future meeting.

- a) **Discussion regarding the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of EMS Director, pursuant to Title 25 O.S., Section 307(B)(1).**
- b) **Discussion regarding the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of Fire Chief, pursuant to Title 25 O.S., Section 307(B)(1).**

Vote to come out of executive session.

No action.

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

No action.

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:

Parsons asked if there was any action the city can take on marijuana smell coming into town from grows outside city limits. City Attorney Regier to look into and report back.

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MAYOR REMARKS:

Mayor Kliewer spoke on progress at the New Cordell Reservoir, directional signage, banners, and recent work by ODOT.

ADJOURNMENT:

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

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

Motion carried: Aye: 6
Nay: 0

The meeting was adjourned at 6:50 pm.

Phil Kliewer/ Mayor

Karla Ferrero/ City Clerk