

# NEW CORDELL CITY COUNCIL

## Meeting Minutes of Regular Session

Monday, November 18, 2024

The New Cordell City Council met at the Cordell Community Center at 101 East Main behind City Hall on November 18, 2024 with eight council members present including: Blake Reed, Sheri Parsons, Earlene Smith, Greg Cox, Bruce Wesner, Tad Boone, Larry Henderson, and Cheri Nabors. Also present were Mayor Phil Kliewer, City Attorney Shane Regier, Interim City Administrator Vicki Hagerman, and City Clerk Karla Ferrero. The agenda was posted on Friday, November 15, 2024 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.**

Dacia Phillips from RSMeacham CPAs presented the financials through October for the first 4 months of the fiscal year.

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

**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. **Melinda Laird, CEO/CNO Cordell Memorial Hospital**
  - a. **TSET**
  - b. **Variety Care**
  - c. **Update on Cordell Memorial Hospital**

Melinda Laird spoke about possible uses for the TSET grant the hospital is looking at applying for; the hospital's position on the Variety Care clinic looking at coming to town; and an update on the operations and offerings of the Cordell Memorial Hospital.

- b. **Building Inspections**

Interim City Administrator Hagerman spoke regarding city inspection options and issues the city has had with contractors regarding permit compliance.

### **CONSENT AGENDA:**

- a) **Approve Minutes from Regular Meeting on October 21, 2024.**
- b) **Approve Financial Reports Period 4, October 2024.**
- c) **Approve Expenditures Period 4, October 2024.**
- d) **Approve invoice from Casco Industries, Inc in the amount of \$28,161.75 for Jaws of Life Equipment. To be paid with 80% from the Community Fire Assistance Reimbursement Grant and 20% by the City.**

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

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

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Motion carried: Aye: 8  
Nay: 0

#### POTENTIAL VOTING BUSINESS:

**A. Consider, discuss and/or possible take action on approving a Memorandum of Understanding (MOU) between the City of New Cordell and the South Western Oklahoma Development Authority (SWODA) to provide and maintain Overdose Emergency Kits and Naloxone (Narcan) training for City facilities.**

Interim Administrator Hagerman explained that this program was a grant that SWODA received and is at no cost to the City, as well as that there will be a training for employees and the public. Council Member Boone made a motion to approve a Memorandum of Understanding (MOU) between the City of New Cordell and the South Western Oklahoma Development Authority (SWODA) to provide and maintain Overdose Emergency Kits and Naloxone (Narcan) training for City facilities. The motion was seconded by Council Member Henderson.

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

Motion carried: Aye: 8  
Nay: 0

**B. Consider, discuss and/or possible take action on Redoing Signage Located on I-40 for the Cordell National Historic District and Courthouse Square, with a cost of \$5,000 per sign.**

Mayor Kliewer spoke regarding the towns options for signage along I-40 for New Cordell. Council asked administration to verify if both a basic directional sign and the historic district sign can be placed.

Council Member Boone made a motion to table this item. Motion was seconded by Council Member Parsons.

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

Motion carried: Aye: 8  
Nay: 0

**C. Consider, discuss and/or possible take action on authorizing the application for the FY 2025 Firefighting Equipment and Gear Grant as offered by Oklahoma Forestry Services.**

Item was moved on the agenda to between Council Member and Mayor Remarks as Fire Chief Seth Slaughterback received an emergency callout.

**D. Consider, discuss and/or possible take action on Quotes for Renovating the Front West Façade of the Cordell Police Station.**

Police Chief Dustin Denney stated he was still waiting on clarification on the quote he received. Council Member Parsons made a motion to table this item. Motion was seconded by Council Member Boone.

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

Motion carried: Aye: 8  
Nay: 0

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**E. Consider, discuss and/or possible take action on Cordell Chamber of Commerce Request to Shut Down South Market Street, from East Main Street to E Clay Street, in Front of the Theater, for the Christmas on the Square Event on December 5th, 2024 from 4:00 PM until 7:30PM.**

Sarah Lau of the Chamber of Commerce stated that this event was typically held in the park, but that they would like to move it to the square.

Council Member Nabors made a motion to allow Cordell Chamber of Commerce Request to Shut Down South Market Street, from East Main Street to E Clay Street, in Front of the Theater, for the Christmas on the Square Event on December 5th, 2024 from 4:00 PM until 7:30PM. Motion was seconded by Council Member Henderson.

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

Motion carried: Aye: 8  
Nay: 0

**F. Consider, discuss and/or possible take action to Fill Rick Lindley's Term Ending on November 2024 for a Two Year Term ending November 2026 on the New Cordell Board of Adjustments.**

Mayor Kliewer presented Linda Nelson for nomination.

Council Member Parsons made a motion to Appoint Linda Nelson to Fill Rick Lindley's Term Ending on November 2024 for a Two Year Term ending November 2026 on the New Cordell Board of Adjustments. Motion was seconded by Council Member Wesner.

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

Motion carried: Aye: 8  
Nay: 0

**G. Consider, discuss and/or possible take action to Renew Rick Weist's Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Board of Adjustments.**

Council Member Parsons made a motion to Renew Rick Weist's Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Board of Adjustments.

Motion was seconded by Council Member Wesner.

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

Motion carried: Aye: 8  
Nay: 0

**H. Consider, discuss and/or possible take action to Renew Keith Gerlach's Term Ending on November 2024 for a Two Year Term ending November 2026 on the New Cordell Board of Adjustments.**

Council Member Nabors made a motion to Renew Keith Gerlach's Term Ending on November 2024 for a Two Year Term ending November 2026 on the New Cordell Board of Adjustments. Motion was seconded by Council Member Boone.

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

Motion carried: Aye: 8  
Nay: 0

**I. Consider, discuss and/or possible take action to Renew Darryl Anthony's Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Planning & Zoning Board.**

Council Member Nabors made a motion to Renew Darryl Anthony's Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Planning & Zoning Board. Motion was seconded by Council Member Parsons.

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

Motion carried: Aye: 8  
Nay: 0

**J. Consider, discuss and/or possible take action to Renew Cheri Nabor's Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Planning & Zoning Board.**

Council Member Parsons made a motion to Renew Cheri Nabor's Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Planning & Zoning Board. Motion was seconded by Council Member Henderson.

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

Motion carried: Aye: 7  
Nay: 1

**K. Consider, discuss and/or possible take action to Renew Jason Geisler's Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Preservation Review Commission.**

Council Member Nabors made a motion to Renew Jason Geisler's Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Preservation Review Commission. Motion was seconded by Council Member Boone.

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

Motion carried: Aye: 8  
Nay: 0

**L. Consider, discuss and/or possible take action to Fill Vacant Position for Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Preservation Review Commission.**

Mayor Kliewer presented Brittani Brice for nomination.

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Council Member Parsons made a motion to Appoint Brittani Brice to Fill Vacant Position for Term Ending on November 2024 for a Three Year Term ending November 2027 on the New Cordell Preservation Review Commission. Motion was seconded by Council Member Wesner.

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

Motion carried: Aye: 8  
Nay: 0

**M. Consider, discuss and/or possible take action on Ordinance 2024- 03 AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED BENEFIT PLAN FOR THE CITY OF NEW CORDELL, OKLAHOMA BY ADOPTING A REVISED AND RESTATED RETIREMENT PLAN; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE CITY OF NEW CORDELL, OKLAHOMA; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR NON-ALIENATION OF BENEFITS; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS; PROVIDING FOR REQUIRED NOTICE; PROVIDING FOR AMENDMENTS AND TERMINATION; PROVIDING FOR TRANSFER TO AND FROM OTHER PLANS; CREATING A RETIREMENT COMMITTEE AND PROVIDING FOR POWERS, DUTIES, AND RIGHTS OF RETIREMENT COMMITTEE; PROVIDING FOR PAYMENT OF CERTAIN OBLIGATIONS; PROVIDING FOR DURATION AND PAYMENT OF EXPENSES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR VESTING SCHEDULES; PROVIDING FOR A FUND TO FINANCE THE SYSTEM TO BE POOLED WITH OTHER IN CORPORATED CITIES, TOWNS AND THEIR AGENCIES AND INSTRUMENTALITIES FOR PURPOSES OF ADMINISTRATION, MANAGEMENT, AND INVESTMENT AS PART OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND; PROVIDING FOR PAYMENT OF ALL CONTRIBUTIONS UNDER THE SYSTEM TO THE OKLAHOMA MUNICIPAL RETIREMENT FUND FOR MANAGEMENT AND INVESTMENT; PROVIDING FOR REPEALER AND SEVERABILITY; ADOPTING THOSE AMENDMENTS MANDATED BY THE INTERNAL REVENUE CODE; AND DECLARING AN EMERGENCY**

Council Member Parsons made a motion to adopt Ordinance 2024-03. Motion was seconded by Council Member Reed.

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

Motion carried: Aye: 8  
Nay: 0

**M2. Consider, discuss and/or possible take action to approve the Emergency Clause. (An emergency clause requires a separate and distinct vote of the board and is valid only if there is a  $\frac{3}{4}$  vote of approval by the Board).**

Council Member Parsons made a motion to approve the Emergency Clause for Ordinance 2024-03. Motion was seconded by Council Member Cox.

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

Motion carried: Aye: 8  
Nay: 0

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

a. **To discuss Confidential Communication with the City Attorney on Inman Excavation. 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.**

**Vote to enter executive session.**

Council Member Boone made a motion to enter into executive session and invite Interim City Administrator Vicki Hagerman and City Attorney Shane Regier to attend at 6:54 pm. Motion was seconded by Council Member Parsons.

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

Motion carried: Aye: 8  
Nay: 0

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

Council Member Parsons made a motion to come out of Executive Session at 7:11 pm. Motion was seconded by Council Member Cox.

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

Motion carried: Aye: 8  
Nay: 0

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

Council Member Parsons made a motion to approve any necessary litigation to recover bond funds on Inman Excavation. The motion was seconded by Council Member Boone.

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

Motion carried: Aye: 8  
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.

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#### **COUNCIL REMARKS:**

Council asked how difficult it would be to livestream meetings and asked who our technology provider was. It is difficult to execute, and it is very uncommon for municipalities to live stream meetings. Sooner Technology is our technology provider.

#### **VOTING ITEM – moved from between Voting items B & D on agenda.**

#### **C. Consider, discuss and/or possible take action on authorizing the application for the FY 2025 Firefighting Equipment and Gear Grant as offered by Oklahoma Forestry Services.**

Fire Chief Seth Slaughterback had not returned, so Interim City Administrator Hagerman gave the information on the grant as Slaughterback had provided her. Funds would be used to replace the 2011 Brush Pumper.

Council Member Boone made a motion to authorize application for the FY 2025 Firefighting Equipment and Gear Grant as offered by Oklahoma Forestry Services as long as the grant was 100%. Motion was seconded by Council Member Cox.

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

Motion carried: Aye: 8  
Nay: 0

#### **MAYOR REMARKS:**

Mayor Kliewer stated he has gotten several compliments on the effectiveness of the sirens following last night's storm. Kliewer is still looking into directional signs for in town. 5 of the banners ripped in the high winds, Kliewer stated he has been discussing options with Jim Price, including putting slits in the banners to allow airflow, and he mentioned that the City will need Christmas or winter ones soon.

#### **ADJOURNMENT:**

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

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

Motion carried: Aye: 8  
Nay: 0

The meeting was adjourned at 7:21 pm.

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Phil Kliewer/ Mayor

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Karla Ferrero/ City Clerk