

# NEW CORDELL CITY COUNCIL

## Meeting Minutes of Regular Session

Monday, November 20, 2023

The New Cordell City Council met at the Cordell Community Center at 101 East Main behind City Hall on November 20, 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 Mayor Phil Kliewer, City Attorney Shane Regier, Interim City Administrator Vicki Hagerman, and City Clerk Karla Ferrero. The agenda was posted on Friday, November 17, 2023 before 5 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 6:02 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.**

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. Fire and Rescue responded to 27 incidents while EMS had 40 incidents. Dec. 4<sup>th</sup> the Fire Department will be hosting Firefighter 2 which provides advanced knowledge and skills to complete Firefighter 2 examination. They have also applied for several grants including one through CK Energy Operation Roundup which they received in the amount of \$3,500 for a thermal camera. They also received a grant from Plains Pipeline to replace the pump on the brush unit for approximately \$7,800. Hagerman asked Seth to provide information about the Haunted Morgue the Fire Department puts on. Police Department had 584 calls for service last month, which is down over the previous month. Officer Marty has started CLEET, and the department has hired Austin Perkins to fill the last vacancy in the department. Officer Corey attended a de-escalation course, the other officers attended a legal update. The Police Department received the JAG grant for body cams. The Electric Department has been working with OMPA on updating parts of the system including at the Hospital. Hagerman explained that Sewer and Water have been combined on the personnel side since David retired. Two openings were filled for Water and Sewer, and both have previous experience in water, but will be attending classes to renew their licenses. Josh, the meter reader, will be moving to Street and a new meter reader has been hired to take care of meter reading and the cemetery. There are loan proceeds left over from the project with Lonehickory, so a permit is being submitted to DEQ for approval to complete a few more water lines under those funds.

**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. **Nocona Cook Request to Speak Regarding Late Fee Charges.**

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Nocona Cook spoke on city policy on late fees regarding a late fee he received on the bill due in September. He requested that the council consider looking at that policy and review giving the business day following the 15<sup>th</sup> when the 15<sup>th</sup> falls on a weekend or holiday.

### **B. Jamie Wilks Request to Speak Regarding Drainage Concerns.**

Brent and Jamie Wilks stated that they have been having drainage issues at their property since they moved in, because the previous owners filled in the city drainage ditch. They stated that the Street Department has corrected this and thanked them for their swift action.

### **CONSENT AGENDA:**

- a) **Approve Minutes from Regular Meeting on October 16, 2023.**
- b) **Approve Financial Reports Period 4, October 2023.**
- c) **Approve Expenditures Period 4, October 2023.**
- d) **Approve Mediclaims Write-offs in the Amount of \$7,260.00.**
- e) **Approve Mediclaims Write-offs in the Amount of \$2,960.00.**
- f) **Approve 2024 City of New Cordell City Council Regular Meeting Schedule.**
- g) **Approve 2024 City of New Cordell Holiday Schedule and make the Appropriate changes in the Employee Handbook.**
- h) **Approve 2024 City of New Cordell, Municipal Court Regular Meeting Schedule.**
- i) **Approve 2024 City of New Cordell, Planning and Zoning/Historical Preservation Commission Regular Meeting Schedule.**

Council Member Parsons made a motion to adopt the consent agenda. 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

### **POTENTIAL VOTING BUSINESS:**

#### **A. Consider, discuss and/or possible take action on Quote from Russell Electric Security Services Inc. for New Lighting in the Cordell Public Library.**

Tim Miller, the director of Western Plains Library gave a brief overview of the reasons new lights were needed, and of his proposal to split the cost with the City.

Council Member Parsons made a motion to approve the City paying one half, or \$2,614.50, of the quote from Russell Electric Security Services Inc. for New Lighting in the Cordell Public Library. The motion was seconded by Council Member Smith.

Vote called: Aye: Reed, Parsons, Smith, Cox, Wesner, Boone, Holman.  
Nay: Nabors (abstained)

Motion carried: Aye: 7  
Nay: 1  
Nabors Abstained due to a conflict of interest, vote was recorded as a  
nay.

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**B. Consider, discuss and/or possible take action on Appointment of the Preservation Review Commission Members. Rod Williamson, Jud Regier, Heather Flores, Alyssa Wedel, and Jason Geisler.**

Mayor Kliewer stated that he had asked these individuals if they were willing, and all but one had responded, Alyssa Wedel, but that he believes that she will accept. It was clarified that if she doesn't, just that seat will come back to the council for approval.

Council Member Nabors made a motion to appoint the following to the Preservation Review Commission: Rod Williamson, Jud Regier, Heather Flores, Alyssa Wedel, and Jason Geisler. 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

**C. Consider, discuss and/or possible take action on recommendation from the Planning and Zoning Committee to the New Cordell City Council that there be a change in zoning to C-C (convenience) commercial zoning from residential zoning, for the property Cordell Memorial Hospital owns in the City of New Cordell, more particularly described as follows:**

**Lots 1 and 4, Block 11, Christian College Addition to the City of New Cordell, Washita County, State of Oklahoma**

**Physical Address: 1224 North Market, Cordell, Oklahoma 73632**

Council Member Parsons made a motion to change the zoning to C-C (convenience) commercial zoning from residential zoning, for the property Cordell Memorial Hospital owns in the City of New Cordell, more particularly described as follows: Lots 1 and 4, Block 11, Christian College Addition to the City of New Cordell, Washita County, State of Oklahoma. Motion was seconded by Council Member Smith.

Vote called: Aye: Reed, Parsons, Smith, Cox, Wesner, Boone, Holman.  
Nay: Nabors (abstained)

Motion carried: Aye: 7  
Nay: 1  
Nabors Abstained due to a conflict of interest, vote was recorded as a nay.

**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.**

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- iii. **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.**
- iv. **To discuss Confidential Communication with the City Attorney on William C. Thomsen v Cordell Police Department, et al., Western District of Oklahoma Case No. CIV-23-904-D 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.**

Council Member Holman made a motion to enter into executive session at 6:38 pm and to invite City Attorney Regier, Interim City Administrator Hagerman, and Police Chief Denney to attend. Motion was seconded by Council Member Boone.

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.**

Council Member Boone made a motion to come out of Executive Session at 6:57 pm. 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

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

No report.

**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 Cox asked about the highway lights, and Mayor Kliewer asked Hagerman to follow up with the state. Cox also remarked on a metal light pole leaning at the intersection of Linda & Lee Streets. Council Member Nabors asked about the trash pickup, and Hagerman explained that there is a form you can fill out that needs to be submitted by the 21<sup>st</sup> to get on the list for the trash pickup. That pickup will occur next week (27<sup>th</sup>-1<sup>st</sup>). Hagerman noted that the guidelines are listed on the form for what can go out and when.

### **MAYOR REMARKS:**

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Mayor Kliewer informed council that Council Member Holman will be remaining on council through the end of his term in April 2025, but that since he has moved, he will not be able to run for that chair in future terms. Kliewer also remarked that the first phase of the streetscape project is wrapping up and coming in under budget overall, and right at budget on this portion. Matt Giblet has agreed to carve two trees into a red bird and blue bird on the square. Thank you to the departments for all their help in pulling this project together. This will be brought back to council, but Tyler Vassar of Horse Creek Landscaping has agreed to come back for maintenance on the beds once or twice a year. The gun range is for shotguns only, and signs need to be put up indicating that it is off limits for rifles and handguns. The agreement made for the property was for a trap and skeet course, and there have been complaints recently on there being more than that going on out there. Kliewer stated that Hagerman will be going home for the week after the meeting in light of the shorter holiday week. Kliewer wished everyone a Happy Thanksgiving and thanked the Fire Department.

### 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 7:09 pm.

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Phil Kliewer/ Mayor

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Karla Ferrero/ City Clerk