

NEW CORDELL CITY COUNCIL

Meeting Minutes of Regular Session

Monday, July 18, 2022

The New Cordell City Council met at the Cordell Community Center at 101 East Main behind City Hall on July 18, 2022 with eight council members present including: Zetta Penner, Sheri Parsons, Steve McLaughlin, Jamie Bardwell, Lowell Holman, 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. Others in attendance were Clyde Morgan of SWODA, Dacia Phillips of RSMeacham CPAs, Keith Young of Cordell Senior Citizen Center, Heather Flores, Darryl Anthony, Sara Watkins, Daniel Watkins, Allen Wedel, and Robert Venable.

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

Vote called: Aye: Penner, McLaughlin, Bardwell, Holman, 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.

** Council Member Parsons arrived at 6:05p.m. **

Dacia Phillips from RSMeacham CPAs presented the financials on the budget basis for the month of June 2022. The total cash is \$3,865,901 which is \$408,638 more than the same time the previous year. This includes \$238,000 in ARPA funds the city has not utilized yet. General Fund total cash is \$477,712, which is \$21,890 more than last year. NCUA total cash is \$2,822,999, which is up \$264,339 over the prior year. Miscellaneous funds are at \$565,190, which is up \$122,409 over the prior year. For the General Fund, total revenue is at \$1,599,712 on the budget basis, which is at 104% of projection. The only revenue source that didn't come in at 100% of budget is police revenue. A \$7,406 Safety Pays insurance payment is shown under insurance proceeds. Total expenditures are \$1,550,527 in the General Fund, which represents 89% of budget. After transfers in and out to the Cordell Municipal Hospital for their share of the sales tax, we have revenues exceeding expenditures for the year of \$14,307. For the Light and Water account Electric revenues were \$688,987 versus the budgeted \$576,260. Water operated at a loss of \$1,023,417, but the water tower/water line project is shown in that at \$1,340,884. Administrative income and expenses contain \$1.2M in Ser 21 Bond proceeds and OWRB Loan Proceeds for the water project. There is also a \$65,000 REAP grant that the city received. Sewer operating income is at \$114,944. Garbage operating income is at \$84,227. After administrative income and expenditures, debt service, and transfers in and out, the city is at net income of \$554,510 on the budget basis. In capital

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projects the loss for the year was reduced by \$2,430 from the previous month. Sales tax for July is \$106,495 which is an increase of \$13,116 or approximately 14% from the same time last year. Use tax for July is at \$18,509 which is up \$4,755 or 34.57% from the same time last year.

Interim City Administrator Vicki Hagerman presented the department reports. In police, the new Chief of Police, Dustin Denney, started on July 5th. Paperwork has been sent to CLEET and OSBI, and he has taken his oath of office. He has been riding with Officers Duell and Dylan to provide pointers, and him and his family have been helping to clean up the Police Department. The Police Department had 212 calls for service, 73 traffic stops, and 33 citations including ACO/Code, or \$8,496 in tickets. Denney will be continuing monthly education meetings with his officers and going over the city's policy in LEXIPOL. Gov. Stitt signed an executive order requiring all officers to go through a course on Rapid Response to Active Shooters, our officers will be attending a two day course in Elk City. ACO/Code mostly issued tickets for public nuisance, trash/weeds, and animal at large.

The CIP grant that council approved to submit was submitted and the city should hopefully expect a response about October. Vicki and Luke attended a program over DWSRF and how they select programs and got more information about the CWSRF. The city is on the list for that grant but needs to have a "shovel ready" project where the city is ready to go out for bids when the city's turn comes up. Sparklight sent the city a letter stating that every business and residential standard cable rate will go up \$10 starting August 28th. The tornado sirens are installed and wired, but the keypad to start them remotely did not function and is being repaired. After the sirens are running correctly, they will likely be tested at the same time weekly to ensure they are working. On the golf course, Valerie Farris told Hagerman that city and county employees already received half off green fees, but after speaking with her board president, they will offer free green fees to all city employees. City employees can go by the Tag Agency to get signed up and get their card. The city was awarded the \$600,000 CDBG grant for the waterline project.

The water department had to swap out another pontoon mixer in the lagoon. Fixing the lagoons is one item that is flagged to be included in the \$1.6M of projects the city needs to have shovel ready. There were 130 red tags issued and 7 were disconnected for non-pay, there were also 31 new accounts. Swimming pool attendance is up from last year but has decreased as it has gotten hotter. The account with the massive water leak has paid \$12,000 and have payments set up for the next two months. The fire chief has been looking into and presenting Hagerman used ambulances he wants brought up to council, he has been asked to gather more information, which will appear on a future agenda. In Electric, OMPA has sent a communication piece on high energy prices and expects prices to remain high for the rest of the summer months. OMPA came and met with the city and the electric department so they can begin to work together on how to use the line funds. The city has been working on a list of projects to work with OMPA to use the Line Maintenance funds on. The Southwest Power Pool has asked us to do a conservatory advisory, to reduce usage during the peak demand window, that is not mandatory, but will help reduce demand on the systems. The electric crew has finished installing the padmount transformer and primary underground for Dell. Crews had several outages due to the storm and had to cut down several large trees which made it take longer to get power back up. There were also outages due to animals.

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) **Request from Allen J. Wedel to discuss vandalism at the Cemetery and his property.**

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Wedel stated that he has experienced several issues from the cemetery gate being left unlocked at night. He stated that he has picked up 26 beer bottles in the past two months since they stopped locking it the most recent time. He further stated that over the past several years his fence has been driven through 4-5 times. He would like the gate to be locked at night again, either by a city employee or that he be allowed to lock it at night. Council Member Penner stated she believed that to be part of the duties of the city employee staying at the cemetery house. She was told that would be looked into. Council Member Boone asked if Mr. Wedel had been submitting police reports of cars driving through the cemetery at night. The idea of putting in a walkthrough gate was discussed. Mayor Beech stated that the city would look into different options for having the cemetery locked at night.

CONSENT AGENDA:

- a) **Approve Minutes from Regular Meeting on June 20, 2022.**
- b) **Approve Financial Reports Period 12, June 2022.**
- c) **Approve Expenditures Period 12, June 2022.**
- d) **Approve Payment to Myers Engineering in the amount of \$3,702.00 for Invoice #220065.16 Potable Water System Hydraulic Model and Analysis and Disinfection Feed.**
- e) **Approve Payment to Myers Engineering in the amount of \$18,520.00 for Invoice #221039-11 Cordell — Water System Improvements.**
- f) **Approve Payment to Young Contracting, LLC in the amount of \$253,526.86 for Pay Application #7, for Project #Y2114 Cordell Water System Improvements.**
- g) **Approve Payment to Elite Towers, Inc in the amount of \$94,051.75 for Pay Application #3, for Project No. 52-22-1001 Elevated Water Storage Tank Rehabilitation.**
- h) **Approve Change Order #4 in the amount of \$10,243.50 with Young Contracting for the addition of a check valve and adding a double gate for a 20' opening.**

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

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

Motion carried: Aye: 8
Nay: 0

POTENTIAL VOTING BUSINESS:

- A. **Consider, discuss and/or possible take action on accepting ODOC Community Development Block Grant 2022 in the amount of \$600,000.00.**

Council Member McLaughlin made a motion to accept the ODOC Community Development Block Grant in the amount of \$600,000. The motion was seconded by Council Member Boone.

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

Motion carried: Aye: 8
Nay: 0

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- B. Consider, discuss and/or possible take action on CDBG — Administrative Contract with South Western Oklahoma Development Authority (SWODA) for an amount not to exceed \$30,001 for administering contract 18549 CDBG 21 contract.**

Council Member Parsons made a motion to approve CDBG Grant administrative contract with Southwestern Oklahoma Development Authority (SWODA) for an amount not to exceed \$30,001 for administering contract 18549 CDBG 21 contract. Motion was seconded by Council Member Holman.

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

Motion carried: Aye: 7
Nay: 0

Council Member McLaughlin recused himself from the vote due to conflict of interest.

- C. Consider, discuss and/or possible take action Resolution 2022-09 A Resolution of the City of New Cordell, Oklahoma adopting Section 3 of the Housing and Urban Development Act of 1968.**

Council Member Newman made a motion to adopt Resolution 2022-09 A Resolution of the City of New Cordell, Oklahoma adoption Section 3 of the Housing and Urban Development Act of 1968. Motion was seconded by Council Member Parsons.

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

Motion carried: Aye: 8
Nay: 0

- D. Consider, discuss and/or possible take action on Fair Housing Resolution 2022-10 for Community Development Block Grant.**

Council Member Parsons made a motion to approve the Fair Housing Resolution No. 2022-7 for the Community Development Block Grant. Motion was seconded by Council Member McLaughlin.

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

Motion carried: Aye: 8
Nay: 0

- E. Consider, discuss and/or possible take action on Residential Anti-Displacement Plan and Relocation Assistance Plan for the Community Development Block Grant.**

Council Member Parsons made a motion to adopt the Residential Anti-Displacement Plan and Relocation Assistance Plan for the Community Development Block Grant. Motion was seconded by Council Member Newman.

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

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Motion carried: Aye: 8
Nay: 0

F. Consider, discuss and/or possible take action on for the City to provide financial assistance to the Senior Citizen Center.

Board member Keith Young represented the Cordell Senior Citizen Center (CSCC). He explained why he believes the budget has gotten significantly tighter for the CSCC and why he is asking for assistance now. Rising food costs have made the profit off each meal less, and decreased interest in dining in the hall since COVID has made those margins even tighter. The city currently provides the CSCC a \$250 credit towards utilities. The only paid employees are the cook and her helper, everyone else involved volunteers their time. Before the summer heat struck, they were serving about 300 meals a week. Mayor Beech asked what help Mr. Young was asking for, Young responded maybe waiving the rest of the utilities or providing a monetary contribution. He further stated that some of their equipment, including the AC unit in the kitchen, needed repairs. City Attorney Beech advised that since the CSCC was set up as a separate non-profit, a monetary donation would probably not be the right way to go, but that the utility could waive Cordell Municipal utilities.

Council Member McLaughlin made a motion to approve waiving the New Cordell Utility Authority municipal utilities for the Cordell Senior Citizens Center. Motion was seconded by Council Member Smith.

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

Motion carried: Aye: 8
Nay: 0

G. Consider, discuss and/or possible take action to on easement language for the easement/alley between the old USDA building and the Northside Church of Christ for the Family Dollar/Dollar Tree store proposed for Cordell.

City Attorney Beech explained that he has been working with the attorneys for Family Dollar to confirm the language for vacating the alley and the language for the permanent easement, and that they are largely in agreement now. He further stated that one hold up is that the developer for Family Dollar wants the city to purchase the transformer for the building, at a cost of about \$25,000, but that Family Dollar seems to have largely ceded the transformer.

Council Member Parsons made a motion to approve the easement language for the easement/alley between the old USDA building and the Northside Church of Christ for the Family Dollar/Dollar Tree store proposed for Cordell, and to authorize City Attorney Beech to make minute changes. Motion was seconded by Council Member McLaughlin.

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

Motion carried: Aye: 8
Nay: 0

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H. Consider, discuss and/or possible take action on 1221 E 1st Street, Cordell, OK seeking an easement/encroach variance from the city.

Daniel Watkins is attempting to sell his home but the buyer's bank will not accept the sale until they have a written letter from the city confirming that the encroachment onto city property has been granted a variance.

Council Member Newman made a motion to grant 1221 E 1st Street, Cordell, OK an easement/encroach variance from the city. The motion was seconded by Council Member Smith.

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

COUNCIL REMARKS:

None.

MAYOR REMARKS:

None.

ADJOURNMENT:

Council Member Newman made a motion to adjourn. Motion was seconded by Council Member Holman.

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

Motion carried: Aye: 8
Nay: 0

The meeting was adjourned at 7:11 pm.

Jerry Beech/ Mayor

Karla Ferrero/ Deputy City Clerk