

**New Cordell City Council
Meeting Minutes of Regular Meeting
Monday September 19, 2022**

The New Cordell City Council met at the Cordell Community Center at 101 East Main behind City Hall on Monday, September 19, 2022 with five council members present including: Zetta Penner, Sheri Parsons, Jamie Bardwell, Tad Boone, and Earlene Smith. Also in attendance were Mayor Jerry Beech, Interim City Administrator Hagerman, and Deputy City Clerk Karla Ferrero. Council Members Steve McLaughlin, Buddy Holman, and James Newman were absent as was City Attorney Johnny Beech. Others in attendance were Carolyn from Spencer Fane LLP standing in for City Attorney Beech, Dacia Phillips RSMeacham CPAs, Heather Flores, Daryl Anthony, and Melinda Laird.

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

Mayor Beech called the meeting to order at 6:07 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. Motion was seconded by Council Member Smith.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Smith.
 Nay: 0

Motion Carried: Aye: 5
 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.**

Dacia Phillips from RSMeacham CPAs presented the financials through the first 2 months of FY 2023, through August 31st. Total cash is at \$3,711,464.00 which is down \$77,000 from the previous year primarily due to expenditures for the water projects, and that the city has not been reimbursed by OWRB. In the General Fund total revenue is at \$329,575 which is 24% of budget. Being 2 months in the city should be at 16.67% of budget, so revenues exceed budget by about 7%, compared to 20% of budget last year. Expenditures are \$242,390 which is at 14% of budget, so expenditures are under budget. After transfers in and out of General Fund, the city is at revenues over expenditures of \$55,654 compared to last year the city had spent \$38,113 more than they had brought in. In Light and Water, Electric operating income is at \$175,661. Water operating income, including the waterline and water tower project expenditures, is an operating loss of \$285,321. If the capital expenditures are excluded operations will be positive. Sewer operating income is at \$28,772. Garbage operating income is at \$14,484. This puts the city at a total operating loss of \$66,404 which includes the \$357,8484 in capital expenditures that will be capitalized at the end of the fiscal year. After administrative revenues and expenditures, the city has total net income to date of \$41,538. The prior year net income was \$117,286, this difference is due to the timing of the water projects. In Capital Projects there is Capital Outlay of \$9,540, and the city has spent \$19,577 more than has been brought in due to capital projects. In Sales Tax for the month of September the city collected \$96,521. For the first 3 months of the Fiscal Year the city has collected \$307,527.49

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compared to the same period of time last year of \$295,037.08, or up \$12,490.41 or about 4.23%. In Use Tax for the month of September the city collected \$20,423. For the first 3 months of the Fiscal Year the city has collected \$82,707.83 compared to the same period last year \$45,967.49, for an increase of \$36,740.34 or an increase of 79.93%. The jump occurred in August. Council Member Boone asked if we knew who was buying software to make the tax revenue increase. Phillips advised that the vendor was confidential, but that administration could look and see confidentially.

Interim City Administrator Vicki Hagerman presented departmental reports and updates on major projects. The Fire Department had 51 runs and 26 ambulance runs. The city has been working on several grant applications and processes. Police had 262 calls for service, attended a drug prevention coalition meeting, and Dylan passed his intoxication class. Sewer department had a water main that goes to the golf course that has broke and been fixed a few times. Electric department is replacing the leads coming out of the transformers with larger wiring, fixed outages due to squirrels. Street department fixed the washout around 820 Market, blacktopped where there have been sewer line breaks, and all departments have been spraying and weed eating around their respective departments. The storm siren project has been completed and was tested Thursday September 15th several times, all are operating and can be set off remotely and at the poles. In the water projects, a majority of the elevated work to the water tower is completed, and the control valve is underway pending parts. The SCADA system has been installed and allows the Water Department to track the wells. Thursday September 15th the city started the chemical feed system up and are producing Chloramine to match the Foss Water system. In the water line project the lines are about 50% complete. The interconnections still need to be done and are pending parts. A walkthrough will be completed next week for substantial completion of the project, the consent order requires construction to be completed prior to October 1st. There will still be outstanding items left on the control side, but the chemical feed improvements will be completed which is what kept the city under the consent order. The final completion date for that should be November.

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 Adrian Dallas to discuss Electricity Bill.

Adrian Dallas did not appear. Mayor Beech stated that one of the city electric employees went to his house and talked to him and he understood why his bill was going up. Hagerman spoke to rising energy costs across the state. Per a release from Channel 9 News, Oklahoma Energy prices claim at the fastest rate in the nation. Oklahoma has gone from 7.3 cents per kWh to 10.87 cents per kWh or a jump of 49% from June 2021 to June 2022.

CONSENT AGENDA:

- a) Approve Minutes from Regular Meeting on August 15, 2022.**
- b) Approve Minutes from Special Meeting on August 23, 2022.**
- c) Approve Minutes from Special Meeting on August 29, 2022.**

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- d) **Approve Minutes from Special Meeting on September 6, 2022.**
- e) **Approve Financial Reports Period 2, August 2022.**
- f) **Approve Expenditures Period 2, August 2022.**
- g) **Approve Payment to Myers Engineering in the amount of \$16,243.50 for Invoice #221039-13 Cordell – Water System Improvements.**
- h) **Approve Payment to Young Contracting, LLC in the amount of \$47,971.56 for Pay Application #9, for project #Y2114 Cordell Water System Improvements.**
- i) **Approve payment to Lonehickory Cattle L.L.C. in the amount of \$135,137.50 for Pay Application No. 1.**
- j) **Approve Change Order #5 in the amount of \$28,193.92 with Young Contracting for the Addition of a Static Mixer Vault, Bend Valves, Fittings and Delete Road Bore.**

Council Member Boone made a motion to adopt the consent agenda. Motion was seconded by Council Member Parsons.

Council Member Smith voted no because the Check Registers were not included for the Expenditures Period 2, August 2022.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone.
 Nay: Smith

Motion Carried: Aye: 4
 Nay: 1

Motion Failed.

Council Member Boone made a motion to adopt the consent agenda except for item f). Motion was seconded by Council Member Parsons.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Smith.
 Nay: 0

Motion Carried: Aye: 5
 Nay: 0

POTENTIAL VOTING BUSINESS:

- A. Consider, Discuss and/or possible take action on Short Form Agreement MECE 222135 with Myers Engineering, Consulting Engineers, Inc. for an amount of \$181,500.00 for Engineering Services, Construction Staking, Resident Project Representative Services for Waterline Improvements and Bleach Feed System at Booster.**

Hagerman explained that the city had the potential to receive \$1M in funding through a principle forgiveness loan with this engineering work completed. Discussion was held related to the chances of getting the applied for funds with the engineering work completed. Hagerman stated that the city appears to be in good shape to get funding this year, but even if the city does not receive funds this year, the odds are good in future years, and barring any rule changes the engineering this year can be reused in future years. Additionally, the engineering work would be reimbursed once funding was achieved.

Council Member Penner made a motion to approve Short Form Agreement MECE 222135 with Myers Engineering, Consulting Engineers, Inc. for an amount of \$181,500.00 for Engineering Services, Construction Staking, Resident Project Representative Services for Waterline Improvements and Bleach Feed System at Booster. Motion was seconded by Council Member Bardwell.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Smith.

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Nay: 0

Motion Carried: Aye: 5
Nay: 0

B. Consider, Discuss and/or possible take action on Resolution No. 2022-14 A Resolution of the City of New Cordell, Oklahoma Authorizing Application for Financial Assistance from the Rural Economic Action Plan Fund through the South Western Oklahoma Development Authority.

Council Member Penner made a motion to approve Resolution No. 2022-14 A Resolution of the City of New Cordell, Oklahoma Authorizing Application for Financial Assistance from the Rural Economic Action Plan Fund through the South Western Oklahoma Development Authority. Motion was seconded by Council Member Penner.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Smith.
Nay: 0

Motion Carried: Aye: 5
Nay: 0

C. Consider, Discuss and/or possible take action on Application for the 2022 Justice Assistance Grant Local Law Enforcement (JAG-LLE) Program.

Interim City Administrator Hagerman gave a brief overview of the grant which would be \$10,000, and items that the Police Department would be looking at purchasing with the funds.

Council Member Parsons made a motion to approve Application for the 2022 Justice Assistance Grant Local Law Enforcement (JAG-LLE) Program. Motion was seconded by Council Member Boone.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Smith.
Nay: 0

Motion Carried: Aye: 5
Nay: 0

D. Consider, Discuss and/or possible take action on Utility Billing and Collections Policies and their Forms.

Council Member Boone made a motion to approve Utility Billing and Collections Policies and their Forms. Motion was seconded by Council Member Bardwell.

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Smith.
Nay: 0

Motion Carried: Aye: 5
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 Member Boone asked if the city has an ordinance about feeding feral animals, specifically regarding the people who feed stray cats around town.

Council Member Penner stated she believed it would be a nice idea to suggest a plaque for the employees recently and soon retiring after many years of service. She suggested a ceremony just before or after a council meeting.

MAYOR REMARKS:

None.

ADJOURNMENT:

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

Vote Called: Aye: Penner, Parsons, Bardwell, Boone, Smith.
Nay: 0

Motion Carried: Aye: 5
Nay: 0

The meeting was adjourned at 6:56 pm.

Jerry Beech/ Mayor

Karla Ferrero/ Deputy City Clerk