

the audience will not be addressed unless they signed up and will be limited to three minutes, unless a Commissioner has a specific question for an applicant. Motion by McCoy to approve. Second by Ellis.

- Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**
- **Business, Cappstone Realty- Gilmer Capps.**-Motion by Ellis to approve. Second by Booth.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**
 - **Business, Ground Breaking Homes (Brentley House), LTD-Patricia Carr**- Motion by Ellis to approve.
Second by Boothe.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**
 - **Dispensary Permit Native Roots Herbal Apothecary- Rachel Dietrich**-Motion to table to next month by
Boothe pending OBN and MM Sales Tax permit. Second by Boguski.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**
 - **Contractor, Affordable Plumbing- Joshua Walker**-Motion by Boguski to approve plumbing only. Second by
Ellis.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**
 - **D&M Mike Schackelford, Electrician**-Town Clerk approved and created permit to allow forward movement
on an electrical project. Motion from McCoy to approve. Second by Ellis.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**
 - **TNT Fireworks, June 20th, 2019-July 5, 2019**-Motion by McCoy to approve with the exception they may not
be located next to natural gas or propane. Second by Ellis.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**

7. **Discuss and Take Action on Short Term Rental License(s) Application/Short Term Rental Unit Occupancy Affidavit(s):**

- **Brently Home (Ground Breaking Homes) Patricia Carr**-Motion by Ellis to approve. Second by McCoy.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**

8. **Discuss and Take Action on Building/Remodel Permit(s):**

- **162 East Lake Drive-(Buckmaster) Porch Roof only replacement to metal.** Town Clerk noted the address should have read 162 West Lake. Motion by Boothe to not require Buckmaster to have a permit, replacing a small amount of porch overhang. Second by McCoy.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**
- **101 Forest (Hilliary/Kosechequetah) Replace wood areas on exterior of home.** Boguski noted this is a adjustment to the original remodel permit. It was noted by the Town Clerk that all of the wood on the exterior was replaced and a request to the contractor to provide a change through an additional application be completed. Boguski wants applicants to know that if there are changes to a Building or Remodel Permit that owners and contractors must notify the Town Clerk of changes. Motion by Ellis to approve change. Second by McCoy.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**
- **Revised 162 East Lake, Cabin 1, 2, 3 (Medicine Park Properties)**-Boguski noted that this is a change to the entire project that was approved. Candace McCoy shared the revisions include: the jus buildings concrete pilons and will be a foot higher, changed from architectural shingles to metal roof and fire walls on backsides. Two rooms are ADA compliant. David Schucker has reviewed both the previous building permits and the current and both set of plans were above flood plain, in fact the only buildings that are above it.
Cabin 1- Motion by Boothe to approve with changes of foundation, increased height and metal roof and flood plain. Second by Ellis.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Abstain (No) **Motion Carried**
Cabin 2- Motion by Boothe to approve with changes of foundation, increased height and metal roof and flood plain. Second by Ellis.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Abstain (No) **Motion Carried**
Cabin 3- Motion by Boothe to approve with changes of foundation, increased height and metal roof, flood plain and handicap accessibility. Second by Ellis.
Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Abstain (No) **Motion Carried**

- Update from Town Clerk-Pending issues- Town Clerk noted communication with Green Valley Construction for West Project. They wanted to put in an asphalt drive, and they are almost done with back cabin and moving to the front cabin on East Lake. They inquired about a tree, if they could remove. They were told yes on the asphalt drive and that they need to look at the survey to determine if the tree is on the property. If an easement they will need to request from Town Board for removal.

9. **Discuss and Take Action on Code Enforcement Officer; consider letters and forms to be used and designate a wrecker service.** Boguski reported that going forward BOT will move forward with Code Enforcement and PPC will only pay the invoices for the Code Enforcement Officer. Boguski made the motion to recommend to Board of Trustees the letter and forms the code enforcement officer will be using and designate a wrecker service. Second by Ellis.

Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes

Motion Carried

10. **Discuss and Take Action on Oklahoma Uniformed Building Code Commission and updated code books.** Boguski noted that the Ordinance will need revised to adopt the new code books. Motion by Boothe to purchase all 2018 Building Code, Fire, Electrical, Plumbing, Mechanical Code Books and the NFPA 101 Life Safety Code. Second by Ellis.

Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes

Motion Carried

11. **Discuss and Take Action to consider amending the Town of Medicine Park Official Zoning District Map.** Boguski reported that the Zoning Map is from 2002. It does not include Granite Ridge, Woodlands, New Hope. We need to update as part of the Comprehensive Plan. Ellis made the motion to table this item as ongoing. Second by Boguski.

Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes

Motion Carried

12. **Discuss and Take Action to Recommend to Board of Trustees Ordinance No 190416 amending the "Medicine Park Code of Ordinances" by adding a new Subsection 3, Section 5-25, "Contractor Permits", Article 3, Miscellaneous Provisions", Chapter 5, "Business and Occupations", recommend the Town Clerk issue contractor permits.** Motion by Ellis to recommend to the Board of Trustees to approve the Ordinance. Second by McCoy.

Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes

Motion Carried

13. **Discuss and Take Action on an Affidavit for Food Vendor Form for Food Trucks; consider revising Ordinance for Vendors during Non-MPEDA events.** After much discussion, motion by Ellis to accept the form with the correction of on the first paragraph last sentence to read, "I understand that it is my responsibility to provide the Town Clerk with a copy of the Temporary Health Permit from the Comanche County Health Department the next business day." Second by Boothe.

Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes

Motion Carried

14. **Discuss and Take Action on PPC position vacancy.** Two applicants, Marty Hill and Gene Mashburn letters were considered. Ellis wanted it noted, PPC can only recommend a candidate to BOT to be a commissioner. Motion by McCoy to nominate Marty Hill. Motion by Boothe to nominate Gene Mashburn, he has many years in Sewer and Water. Second by Boguski. Questions and answer session given. Upon Elli's recommendation Boguski asked each candidate to speak regarding why they wished to be a commissioner. More questions and discussion followed. Motion by Boothe to table to next month pending further resolution. Second by Boguski.

Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes

Motion Carried

15. **Discuss and Take Action regarding the Medicine Park designation as the AHJ; develop a policy and news from City of Lawton regarding partnership for commercial building permits and inspections.** Boguski reported she has not had an opportunity to look at a policy. Ellis reported that the Public Public Partnership is with the Lawton's legal department to use their Building Inspectors. Boguski stated the Town cannot start the policy until we have answers from Lawton. If the Public Public Partnership is approved, then the cost from Lawton would be charged to the Builder/Owner. Motion by Boguski to table to next month. Second by Ellis.

Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes

Motion Carried


16. **Update on BOT decision for Board of Adjustments Chairperson, take any necessary action.** Ellis updated that Boothe was appointed by the BOT to be Chairman. **No Action.**
17. **Update on Town Clean-up Day, May 4th, 2019, take any necessary action.** Ellis reported a dumpster will be placed May 1st, 2019 at ballfield and a dumpster at East Lake and Big Rock. Town Clerk reported that she found a program to get rid of old abandoned tires through DEQ. PWA Clerk will investigate and contact DEQ. Ellis has flyers she will get out. Motion by Boguski to get the marketing out about dumpster placement. Second by Ellis. Ellis-Yes Boothe-Yes Boguski-Yes McCoy-Yes **Motion Carried**

BOARD COMMENTS- McCoy stated the Building Code books are available at the station.

Motion by Ellis to adjourn. Second by McCoy.

Ellis-YES Boothe-YES Boguski-YES McCoy-YES **Motion carried.**

Meeting adjourned at 7:38 p.m.


Town Clerk

4/15/19
Date