

Minutes of the Regular Session

Medicine Park Economic Development Authority

Date: May 09, 2019

After being posted in accordance with the Open Meeting Act of Oklahoma, the Regular Scheduled Meeting of the Medicine Park Economic Development Authority was called to order at 6:00 p.m. by Assistant Chairperson Tom Null.

Roll Call: Members Present: Jean Schucker, Tom Null, John Branch, Larry Cofer.

Members Absent: Travis McBride

1. **Citizen Comments:** See Attached.
2. **Discuss and Take Action on Minutes of the April 11, 2019 Regular Session Minutes.** Town Clerk noted the following two errors on the minutes. Item #3 should have read \$2,000.00 for the van not \$1200.00. Item #8 the motion by Branch should have read, "add Dwight Cope as an authorized Debit Card user". Motion by Cofer to approve the motion with amendments. Second by Schucker.
Schucker-Yes Null-Yes McBride-Absent Branch-Yes Cofer-Yes **Motion Carried.**
3. **Discuss and Take Action to Approve Financial Reports.** Treasurer noted revenues are at 90%, Expenses are at 70%. Events revenues are down, but so are expenses. The drop-in revenues could be attributed to a missing Lodging owner's Lodging Tax.
Schucker-Yes Null-Yes McBride-Absent Branch-Yes Cofer-Yes **Motion Carried.**
4. **Receive Aquarium update; take any necessary action.** Candace McCoy reported the Aquarium has many year-end field trips going on. They are working to acquire a bobcat and blue-eyed coyote. The quail exhibit is progressing, and the otter exhibit will open soon. There are new board members coming on and a new biologist has been hired. Colleen is going into a doctorate program and is leaving. **No Action.**
5. **Receive update on Events from Dwight Cope; take any necessary action.** Dwight Cope reported all the bands are booked for Roots Ball. Cofer came up with a great idea to place a portapottie and handwashing station within the roped off area by the stage and place some by Park Tavern and across from the Fire Station. Schucker stated that the MPEDA electrical panels need locked up for safety reasons. Null will look into getting those safety measures taken care of. **No Action.**
6. **Discuss and Take Action to accept resignation from Authority Member, Travis McBride.** Null read out loud the resignation letter. Motion by Cofer to accept the resignation and let Mr. McBride know he is appreciated for all of his time and efforts on the Board. Second by Schucker.
Schucker-Yes Null-Yes McBride-Absent Branch-Yes Cofer-Yes **Motion Carried.**
7. **Discuss and Take Action to post opening for an MPEDA Authority member.** Motion by Null to authorize the Town Clerk to post the vacancy at Town Hall, website and message board. Second by Cofer.
Schucker-Yes Null-Yes Branch-Yes Cofer-Yes **Motion Carried.**
8. **Discuss and Take Action to appoint a Chairperson for MPEDA.** Motion by Schucker to appoint Null as Chairperson. Second by Branch.
Schucker-Yes Null-Yes Branch-Yes Cofer-Yes **Motion Carried.**
9. **Discuss and Take Action to appoint a Vice Chair for MPEDA.** Motion by Branch to appoint Schucker as Vice-Chair. Second by Cofer.
Schucker-Yes Null-Yes Branch-Yes Cofer-Yes **Motion Carried.**

10. **Receive update on new website platform, take any necessary action.** Schucker reported the website is up, a few corrections are needed. **No Action.**
11. **Discuss and Take Action to recommend to BOT to hire a professional to relocate the white domesticated farm geese that have been dropped off and abandoned in our Town.** Null reported an increase with of white with orange head geese biting or being aggressive. This was addressed in January of 2018 by BOT. This issue has not been resolved. Mr. Henson a resident was recognized to speak. Mr. Henson inquired as to the most recent issue. Null stated today. Henson reported he has seen Facebook traffic about the geese, and he notices that no one else is present for the geese. His wife and he have been here for about 2 years. He feels that education is the best way to handle this. Perhaps the aquarium could take the geese or someone else could. He is not for removal of the geese. Fire Chief McCoy reported that they responded to a small child being bitten. Town Clerk reported that a mother with a baby in the stroller this week had to fight off a white goose that was being aggressive with the stroller. Cofer reminded the board, last year the recommendation was to allow feeding only in one area. People are continuing to feed in the streets, and it is not helping the situation. Motion by Null to recommend to the Board of Trustees to address the issue. Second by Schucker.
Schucker-Yes Null-Yes Branch-No Cofer-Yes **Motion Carried.**
12. **Discuss and Take Action on billboard rental, owned by Johnny Owens, Highway 49.** Cofer reported the one billboard, of the other boards, could be the one to stop. Candace McCoy reported the Aquarium may not continue with this billboard either. Motion by Branch to table. Second from Cofer.
Schucker-Yes Null-Yes Branch-Yes Cofer-Yes **Motion Carried.**
13. **Discuss Gary Gregory Facebook Page, pending possible new contract and BOT consideration of an expanded Social Media Policy; take any necessary action.** Null reported he thought Mr. Gregory would be attending. Null will update, Gregory has created a couple of new pages to include a hiking one. All of the pages are tying in together. McCoy reported that the page is at 18,000 likes. Cofer followed up at the BOT was presented with the Social Media policy draft from the Town Attorney who attended a conference. Schucker stated we are not operating the Facebook page and he is not employee. Cofer stated based on the guidance document he is an employee. Freedom of speech issues, record keeping issues This is a large can of worms. Null stated that this document could take years. Schucker stated it has already taken years. The BOT will be considering next month. Everyone in government this would apply to. **No Action.**
14. **Consider draft agreement for Case Backhoe between MPEDA and Medicine Park Museum and Natural Sciences Center.** Null stated that Cofer was the sponsor of the item. Cofer stated he was the sponsor, but not the author of the agreement. Branch was under the impression that Cofer helped. Cofer stated he made suggestions. Branch said the only item changed was from certified to authorized operator, he doesn't understand what a certified backhoe operator is. McCoy shared that his company does training on DOT cards. McCoy will train the fire department. Should an accident occur without training, could cause issues. McCoy will train the aquarium guys for free. Branch stated that this has been put off a lot and the Doug stated the backhoe needs some work. Motion by Cofer to table until MPEDA has a full membership. Second Null. Cofer stated that we need to table to prevent a challenge, because of two aquarium board members.
Schucker-No Null-Yes Branch-No Cofer-Yes **Motion Failed.**

Motion by Branch to accept the agreement. Second by Schucker. Cofer made a point of order to the Chairman, that he respectfully requests that anyone who has a conflict to so state and to state whether they intend to vote on it. Branch stated he has no conflict of interest. Schucker stated she has no conflict. Cofer inquired as to whether Branch and Schucker sit on the Aquarium Board. Both stated they do. Branch stated he does not receive compensation from the aquarium and will vote. Schucker stated she will vote. Schucker stated that she would like to see the backhoe have a home and backhoe needs parts and the board has been over this. Town Clerk requested from the Chairman to speak. Clerk suggested that perhaps they should table the item since PWA has not given them the backhoe. Branch stated the PWA voted to give them the backhoe. Schucker stated it is in the minutes. Clerk reminded them it was pending an agreement to PWA.

Schucker-Yes Null-Abstain (No) Branch-Yes Cofer-No

Motion Failed.

15. **Update on Medicine Park sign and lease at the "Y" Triangle, take any necessary.** Owner will not change the size of the area. If he increases the size, the cost will increase. Current price is \$7500.00 for current size and would be owner financed. Branch is concerned on the price for the small size, the size is 16 foot on one side and zero on the other. Null made the motion to sign the purchase agreement. Second by Schucker.

Schucker-Yes Null-Yes Branch-No Cofer-Yes

Motion Carried.

16. **Discuss and Take Action to revise Scope of Work for Steve Enter; for landscaping and care of Bath Lake flower beds during swim season to add the triangles on East Lake.** Null stated the triangles are owned by Town; they need a contract. Steve Enter spoke that the watering of the triangles is an issue. Null stated that the upper Triangle has two foot border and needs weed eated. Cofer stated he will request from PWA to weed eat or the other contractor would be added.

No Action.

17. **Discuss and Take Action to recommendation to BOT an MPEDA financial contribution to Town Clerk's pay.** Cofer reminded the board that discussion last month with the Treasurer's compensation included to discuss this month adding any increase to the Town Clerk's compensation and to budget it. Motion by Cofer to recommend to BOT that MPEDA add to compensation of Town Clerk. Second by Null.

Schucker-Yes Null-Yes Branch-Yes Cofer-Yes

Motion Carried.

18. **Update on Winter Festival from Pat Shaughnessy; take any necessary action.** Shaughnessy reported that based on January 31, 2020 which is the day before the Polar Plunge and with the quote from the Music Hall. Based on 200 people attending and use of the limited sound system at the Music Hall with finger foods, linens and other items. The cost would be approximately \$4,000.00. He suggests using Journey Productions for an added \$575.00 for sound and lights. Music Hall requires a \$500.00 deposit and two weeks prior to the event the remainder of the cost to be paid. The set up and tear down would be by volunteers. Cofer asked if the there would be Alcohol. Shaughnessy stated that yes it would be there money. Schucker suggested hiring a dance instructor prior to the event to teach jitterbug swing, etc. Cost per person or couple would be determined \$30 per couple and single would be \$20.00. Name might be "Pre-Polar Plunge Prom". Cofer noted that it looks like we would break even. Shaughnessy reported that would be correct, but he would like to have some advertising money. Null suggested sponsor tables. Shaughnessy has concerns about taking money over the phone, he needs to figure out how to do it. Town Clerk suggested using Event Brite online and payment is taken online. Schucker agreed that would be the way to go and we would know immediately how many are coming. Motion by Schucker to proceed forward with the festival. Second by Cofer.

Schucker-Yes Null-Yes Branch-Yes Cofer-Yes

Motion Carried.

19. **Discuss and Take Action to add additional signs on Creek Walk, "Do Not Feed the Geese".** Schucker sees the signs to be more educational. Jim Henson, Citizen spoke again. He thinks "Do Not..." signs are overkill. He asks the board to vote no on this item. Need education and a designated feeding station. The geese don't read signs. He admits he is a feeder of the geese. Schucker inquired if we have any more signs. Cofer reported all the signs are up. Schucker reported that this is a thorny issue. Motion by Schucker to table until after BOT decide what to do. Second by Branch.

Schucker-Yes Null-Yes Branch-Yes Cofer-Yes

Motion Carried.

20. **Discuss and Take Action to purchase paint to repaint the handrails in Bath Lake Area.** Null reported he has bright white paint and will get with Schucker and Cofer for which handrails and to do during Bath Lake draw down to ensure the paint dries for at least 24 hours. Cofer reported based on weather, he would do draw down next week.

No Action.

21. **Discuss and Take Action to approve an additional dumpster adjacent to the existing Park Tavern dumpster at the east end of East Lake Drive during festivals; MPEDA to bear the cost.** McBride's have requested to have a Town dumpster located right next to their dumpster during events. Vendors use their dumpster for

dumping trash. Motion by Null to recommend a request to PWA to have a dumpster moved to the Park Tavern during events. Second by Branch.

Schucker-Yes Null-Yes Branch-Yes Cofer-Yes

Motion Carried.

22. **Update on Creek Walk lights and request for PWA a worker to assist the electrician in lifting and resetting light poles; take any necessary action.** Null spoke with Holt Electric. He has been very busy and was sick for a bit. Holt needs to evaluate each pole and would need assistance. Motion by Null to request from PWA a worker to assist in lifting poles for the electrician to work and placing light poles back when electrician is done. Second by Cofer.

Schucker-Yes Null-Yes Branch-Yes Cofer-Yes

Motion Carried.

ATTORNEY REPORT- Not present

BOARD COMMENTS – Cofer reported he received the bid from Auteur for the public restroom cleaning, however, it did not make it on the agenda. Town Clerk apologized and suggested that the Chairman could authorize payment of one time a week, Saturday night for 1 month and the summer contract could be discussed next month.

Null reported a Bath Lake for contract, warranty deed and amortization schedule are in the works and could be ready in the next few weeks.

Motion by Branch to adjourn. Second by Schucker.

Schucker-Yes Null-Yes Branch-Yes Cofer-Yes

Motion Carried.

Meeting adjourned at 7:27 p.m.



Town Clerk

5/14/19

Date

MPEDA Chairman or Vice Chair

Date