

**Minutes of the Regular Session  
Medicine Park Board of Trustees  
May 21, 2019**

After being posted in accordance with the *Open Meetings Act of Oklahoma*, the Regular Session of the **Medicine Park Board of Trustees** was called to order at 6:28 p.m. by Mayor Jennifer Ellis.

**Members Present:** David Schucker, John Branch, Jennifer Ellis.

**Members Absent:** Larry Cofer, Dale Nomura

**Citizen Comments-**Jean Schucker-All, Tom Null-#12

1. **Discuss and Take Action on Minutes of the March 27, 2019 Special Session and April 16, 2019 Regular Session.** Ellis reported due to enough voting members present the minutes cannot be approved. Motion by Branch to table. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
2. **Discuss and Take Action to Approve Financial Reports.** Motion by Schucker to approve the financials. Second by Branch.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
3. **Discuss and Take Action to Approve Claims/Encumbrances for April 2019/May 2019.** Treasurer noted the only invoice that is pending further information is Holt Electric. Motion by Branch to approve claims and encumbrances, except Holt Electric. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
4. **Acknowledge Fire Department Report; take any necessary action.** Andy Anderson reported 13 medical calls, 5 outdoor fires and 1 structure fire. Ellis updated, the agreement for new fire department is being moved along by the City Manager. **No Action.**
5. **Acknowledge Police Department Report; take any necessary action.** See report. Adrahtas reported tickets are down and 2012 Crown Victoria sustained damaged during training. **No Action.**
6. **Acknowledge Municipal Court Report; take any necessary action.** See Report. Gurr reported two of the warrants, she found on the Comanche County inmate list. **No Action.**
7. **Committee/Authority/Commission Reports; take any necessary action.**  
Event Center –See Report  
Planning and Preservation Commission – Ellis reported great response to Town Clean up. May do it again in the fall. Spoke with the City of Lawton about Gondola and trying to set up a meeting.  
MPEDA –See Report. **No Action.**
8. **Update on new Post Office; receive report on current USPS mail issues; take any necessary.** Mr. Hoffman, Postmaster for the area, reported the town post office had a back log of six-month worth of mail not distributed. For package delivery use the 191 East Lake Drive with box number and they will distribute packages during office hours. Null inquired if the new location would have additional package boxes available. Hoffman confirmed there should be sixteen boxes. Move may not happen on drop dead date. Postal Service will remove the boxes from the current building and have a plan for a temporary place. **No Action.**
9. **Update on CCIDA Grants for Health and Wellness Clinic and Fire Station on Hwy 58; take any necessary action.** Ellis reported the CCIDA check for the Wellness Clinic was received and the site plan is being developed. **No Action.**

10. **Receive public concerns over Social Media and consider possible Social Media revisions; take any necessary action.** Ellis reminded the Board they have copies of two concerns submitted. It appears the two business owners have opted out of any social media posts associated with MPEDA. Jean Schucker will be meeting with Gary Gregory this week to discuss. Ellis stated we are not going to make 100% of the people happy 100% of the time. Trustee David Schucker stated this is not a Town Facebook page there is a no action. Town Attorney responded that the Town is the beneficiary of MPEDA and are still responsible in some way, shape and form. Ellis stated it is a Trust Authority, an example is Lawton Airport Authority is a Trust of the City of Lawton. The Trust must inform and get approval for budget, renovation and has a final approval from the City of Lawton. The Town really does have a responsibility. Ellis stated we must set policy for Commissions, Members and Trusts. The Town Attorney added that they could send the complaints to MPEDA and ask for a response. Motion by Branch to table to June. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
11. **Discuss and Take Action on Planning and Preservation Commission (PPC) recommendation of Gene Mashburn to fill Commission vacancy.** Branch asked if he was the one that built outside the setbacks. Ellis reported that was not correct and the property was resurveyed and there was a public apology for the error of that in an open meeting. Motion by Ellis to accept PPC recommendation to appoint Gene Mashburn to fill vacant position on PPC. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
12. **Discuss and Take Action on MPEDA recommendation to address the white geese and residents/visitors within the Town of Medicine Park.** Ellis reported there are additional reports to Town Hall about geese biting. Town Clerk confirmed there have been visitor complaints, lodging owner complaint and resident complaints. Citizen Null reminded the BOT that an agreement was made in 2018 that she would feed the geese in a designated area. Feeding is being done on private property, Town property and MPEDA property. Null doesn't feel it is due to nesting, but because they are being fed. The people being accosted are not harming the geese. Ellis agreed that when it was discussed before it was stated that feeding the geese is not doing any favors to the animals. Town Attorney suggested maybe creating an ordinance and assess a fine. Null stated MPEDA tabled an item for adding additional signs, because there is enough signage now. Null comes from a farm and when they have unruly animals, they are relocated. They could be taken to a farm, or a zoo; they are not migratory geese, and should be relocated. Branch stated that 10:00am in the morning after the MPEDA meeting he was bit by a Canadian Goose, but it didn't hurt. Schucker reported that if people keeping feeding them, we will keep having issues. Null reported that Cofer reminded MPEDA that feeding is most likely a cause to the problem. Jean Schucker suggested newspaper articles explaining why we don't or shouldn't feed the animals. Null stated perhaps the people feeding the geese would relocate the non-migratory geese to private resident properties with fencing. Visitors have bags with them and the geese think they are going to be fed. Motion by Ellis to speak with Mr. Cofer, a biologist, to see if he has any additional thoughts and to recommend an ordinance be presented to PPC restricting the feeding of geese or waterfowl on municipal properties to include streets and MPEDA properties. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
13. **Discuss and Take Action on letter received by G. Dye regarding property.** Ellis stated the ordinance states the Board is out of this, it is with the Municipal Judge. Mr. Dye needs to contact Town Hall with a plan of action. The initial letter needs revised and to add to the letter, "complete the work or contact Town Hall with a plan". Ellis requested the Town Clerk to contact Mr. Dye to get an update. **No Action.**
14. **Discuss and Take Action on request from Lawrence and Valerie Terranova to close an easement at 96 Water Street.** Terranova's are not present. **No Action.**
15. **Update on Comanche County Commissioners regarding road repair assistance; take any necessary action.** Ellis met with the County Commissioners. County only does chip and oil only. East Lake has a grant, Big Rock has a base layer problem. Granit Ridge needs engineered to widen. Road to Event Center/New Post Office/New Clinic to perhaps chip and oil. Big Rock Road, all the grass and weeds growing through the cracks and needs killed with weed killer, the County can come seal the cracks, with the Town paying for the materials. County will also prep a road, which could save us money for future project. Ellis will continue getting a prioritized list to

County and work with County on the bad road cuts on Big Rock. Schucker stated that the road from Highway 49 all the way to Hibbetts house is perhaps considered a County Road. Ellis will find that out also.

**No Action.**

16. **Receive a report on new services from Hilliary Communications.** No representative from Hilliary Communications is present. **No Action.**
17. **Discuss and Take Action to adopt Ordinance No. 190521, "Chapter 3, Section 3-16, adding subsection 1d", "Allowing horse drawn carriage companies with a current business permit in the Town of Medicine Park".** Motion by Branch to adopt Ordinance No. 190521. Second Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
18. **Discuss and Take Action to adopt the Emergency Clause for Ordinance No. 190521; and declare an emergency.** Motion by Branch to adopt the Emergency Clause. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
19. **Discuss and Take Action to Discuss and Take Action to adopt Ordinance No. 1900521.1, repealing subsection 3, Section 1-40, Chapter 1, amending the residency requirement for Planning Commission, from resident to include store front business owners ".** Ellis reminded the Board that this allows the store fronted owners to have a say. Branch inquired if the store closes, are they off the board. Ellis stated yes, just as if someone moves out of Town, they lose their ability to serve. PPC is a recommending commission only. Motion by Schucker to adopt Ordinance No. 190521.1. Second by Branch.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
20. **Discuss and Take Action to adopt the Emergency Clause for Ordinance No. 190521.1; and declare an emergency.** Motion by Schucker to adopt the Emergency Clause. Second by Branch.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
21. **Discuss and Take Action to Discuss and Take Action to adopt Ordinance No. 1900521.2, repealing Section 1-182, Article 12 "Lodging Tax", Chapter 1, due to scrivener's error of June 20, 2020 , when the proposition and Resolution both showed June 20, 2022.** Ellis noted the Ordinance No in the agenda item # 19 and 21 has an extra zero in the item number and extra Discuss and Take Action. Motion by Branch to adopt Ordinance No. 190521.2. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
22. **Discuss and Take Action to adopt the Emergency Clause for Ordinance No. 190521.2; and declare an emergency.** Motion by Branch to adopt the Emergency Clause. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
23. **Discuss and Take Action on quotes for pest removal in Town Hall rafters.** Treasurer updated the Board there are squirrels and birds in rafters of Town hall. Terminex and Environmental Pest Control were consulted. Terminex will cover the access points and remove the animals and relocate them. Environmental Pest won't cover access points. Ellis stated that if we don't do something now it may move to issues with electrical. Branch made the motion to approve Terminex at \$3580.00 with one-year maintenance with funds to come out of General Fund. Second Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
24. **Discuss and Take Action to set a Public Hearing date to be held prior to June 14, 2019 for FY 2019-2020 Budget.** Treasure asked they pick a date and she should have the preliminary budget ready. Motion by Branch to have the Public Hearing on June 3, 2019 at 9:00am. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**
25. **Discuss and Take Action to consider painted cross walks after CDBG road repair.** Ellis wanted the Board to consider once the road has been complete to do some type of artistic crosswalk, and perhaps engage the Cameron University emerging artists to complete. **No Action.**

26. **Discuss and Take Action on recommendation from MPEDA to contribute towards increased pay for Kirsten Sellens, Town Clerk pay.** Branch made the motion accept MPEDA recommendation to contribute towards the Town Clerks pay after budget is set. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**

27. **Discussion, consideration and possible action to enter Executive Session to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action of the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, 25 O.S. §307.B.4.(Pending investigations)** Motion by Schucker to move into Executive Session. Second by Branch.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**

Entered into Executive Session at 8:05 p.m.

28. **Conduct Executive Session.** Motion by Branch to reconvene to Regular Session. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**

Regular Session Reconvened at 9:33 p.m.

29. **Reconvene Regular Session and take any appropriate action.** Motion by Branch to suspend Assistant Chief Pickens with pay until the June 3, 2019 Public Hearing and Special Session with Executive Session at 9:00 a.m. Second by Schucker.  
Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**

**NEW BUSINESS**-Ellis reported she is working with the City of Lawton to assist the Town in developing an emergency plan. Ellis also shared that we may be able to have two tornado sirens installed in Town for around \$1,500.00 each.


**ATTORNEY'S REPORT**-Attorney suggested that all Commission and Authority members should attend New Officials Training with OML

**BOARD COMMENTS**-None

Motion by Schucker to adjourn. Second by Branch.

Schucker YES Cofer ABSENT Branch YES Nomura ABSENT Ellis YES **Motion carried.**

**Meeting adjourned at 9:40 p.m.**

  
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Town Clerk

5/28/19  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date