

**Minutes of the Regular Session
Medicine Park Board of Trustees
August 20, 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 7:37 p.m. by Mayor Jennifer Ellis.

Members Present: David Schucker, Larry Cofer, John Branch, Dale Nomura, Jennifer Ellis.

Members Absent: None

Citizen Comments: See attached list.

1. **Discuss and Take Action on Minutes of the July 22, 2019 Special Session and July 16, 2019 Regular Session.** Motion by Nomura to approve the minutes with the correction of Regular Session to Special Session on July 22, 2019 at the top of minutes. Second by Cofer.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**
2. **Discuss and Take Action to Approve Financial Reports.** Cofer noted we had a historic month with Sales Tax for July. Motion by Nomura to approve the financials. Second by Cofer.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**
3. **Discuss and Take Action to Approve Claims/Encumbrances for July/August 2019.** Treasurer inquired if Cofer knew about the \$249.00 from J.J. Burke for moving two 220 lines. Cofer said he would find out and not include this to be paid yet. Treasurer needs to know if they want a 6-month lease or 12-month lease on Digiticket the savings would be around \$300.00 per year. We have another PO for Lawton Auto Parts for \$2861.00. Another Fire Department used Lawton Auto Parts for Tires. Cofer stated that PO's need to be in place before work. Ellis stated that we need to send to Vendors a letter requiring PO's before work is conducted at the beginning of the fiscal year. Treasurer would like to be selective with letters to the vendors we have issues with. Andy Anderson spoke and said he follows the process, but there are times when a vehicle has to be opened up before it can have a quote. Ellis reminded Anderson that he can text her after hours and emergency for PO's. Motion by Nomura to approve the claims and encumbrances to include a 12-month lease on Digiticket that Lawton Auto parts for \$2861.00 and \$381.00 for Tires for the Fire Department, and not pay the J.J. Burke invoice pending further information from Cofer. Second by Schucker.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**
4. **Acknowledge Fire Department Report; take any necessary action.** Anderson reported 17 EMR's, 15 fires and 1 alarm call. **No Action.**
5. **Acknowledge Police Department Report; take any necessary action.** Adrahtas reported vehicles are good and the officers are going through Police One renewal. **No Action.**
6. **Discuss and Take Action to accept resignation from Police Reserve Officer Janz and Reserve Officer Dearden.** Motion by Nomura to accept Officer Janz and Officer Dearden's resignation. Second by Branch.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**
7. **Discuss and Take Action on one (1) year extended warranty from WatchGuard for Police Vehicles at a cost of \$1550.00. Nomura asked what WatchGuard is.** Adrahtas reported it is the video cameras for the police vehicles. the warranty is a great deal as each camera costs \$5,000.00 new. Treasurer inquired if there is three cameras or four. Adrahtas stated there are four. Motion by Schucker to approve a one-year extended warranty on all four vehicles at \$1550.00. Second by Branch.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**
8. **Acknowledge Municipal Court Report; take any necessary action.** See report. Treasurer reported five no-shows. New Bailiff is working great. **No Action.**

9. Committee/Authority/Commission Reports; take any necessary action.

Event Center –See report. Hardesty wanted it noted that income is \$3240.00 with cleaning fees removed.

Planning and Preservation Commission –Boguski reported the McCoy's invited Al Jung, Civil Engineer to speak at PPC about FEMA, Floodplain and Floodplain insurance. He gave a lengthy overview from an engineer. Many questions from Commissioners and audience. A copy of the meeting on CD can be acquired through Town Hall. The presentation was about 30 minutes. Yard of the Month went to Medicine Creek Olive Oil Company. Authority Having Jurisdiction (AHJ) there was no action taken, but is an ongoing discussion. A new US Department of Energy initiative energy alternative was presented by Mr. Boothe. It is called a radioisotope thermal generator, which the Commission is excited to hear more about this opportunity to reduce energy bills for residents.

MPEDA – Nomura asked if Board of Trustees has a cost share on the sign for the "Y". Ellis reported that plan has changed. See Report

No Action.

- 10. Update on CCIDA Grants for Health and Wellness Clinic and Fire Station on Hwy 58; take any necessary action.** Fire Station- the funds have not been received from CCIDA. City of Lawton has finished the agreement. Branch indicated the Board needs to see the final agreement. Ellis stated it go to the Town attorney and then the Board. Wellness Clinic-the funds have been dispersed, but not spent. We should have the site plan tomorrow and will try to have a meeting next week with the committee.

No Action.

- 11. Discuss and Take Action on MPEDA approved Budget for 2019-2020.** Motion by Nomura to approve the 2019-2020 MPEDA Budget. Second by Schucker.

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

- 18. Receive an Eagle Scout Project presentation on recycling from Chase Boothe with Troop 4173; take any necessary action.** Chase Boothe provided a document outlining his proposal for a recycling project. The change to the total proposal has changed to \$3,000.00 due to the cost of a trailer. Bin cost were \$636.00 and printing of pamphlets are \$80.00-\$120.00. He will collect data for 90 days. The data collected will be to determine how much of which items are recycled. once the 90 days is over the Town would take over. he has made a deal with Ft. Sill for a small nominal amount of money to be given to the city of about \$12.00 each month when recycle material is delivered to them. Cofer added that locks should be acquired as well to lock the trailer. Location should be out of the way so as to not allow trash dump and the bins to be locked at night. Nomura suggested the Event Center behind proposed Post Office. Possible area to be the Aquarium since the gate is locked at night. Branch offered to lend a 5' x 10' trailer for use during the 90 days. Motion by Nomura approve \$1000.00 and a follow up presentation by Chase Boothe in 90 days and accept the use Mr. Branch's 5' x 10' trailer for 90 days. Second by Schucker.

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

- 12 Discuss and Take Action to approve the 2019 Capital Improvement Plan and 5-year plan.** Motion by Nomura to approve the CIP and 5-year plan as presented. Second by Cofer.

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

- 13. Update on EST Engineering on Plan Review for Development Permit in a Flood Zone ; take any necessary action.** Clerk reported we have not received. Schucker asked how this happened when you have a Floodplain Administrator. Nomura explained that engineer is hired by the builder. We need our engineer to check our liability is covered and that our ordinances are being followed. Town Attorney stated that it is like; you do not take the advice of another attorney. Ellis further explained that the airplane authority has an owner representative. Schucker stated it is not a good use of funds. Motion by Schucker to not use EST Engineering as the Towns Floodplain inspector. Second by Branch.

Schucker YES Cofer NO Branch YES Nomura NO Ellis NO **Motion failed.**

- 14. Discuss Social Media policy and consider possible Social Media revisions; deciding whether comments are accepted or not specific to pages six to ten; take any necessary action.** Nomura stated this can become very confusing. We have archiving requirements, records requests. The options are limited comments, open comments

and no comments. The number of people participating in these pages is a full-time job. Cofer stated there isn't the staffing to follow-up with social media posts. Ellis reported that she was more towards limited comments, is now leaning to no comments. Ellis stated that the Discover, Visit Medicine Park should be "No comments allowed".

Boothe spoke that she has created a Social Media page for the Fire Department, with no direct messaging through Facebook, except the Event Center and Fire Department. Town Attorney stated that the Medicine Park Gazette, Hike and Bike and other associated groups should be disconnected from the Discover Medicine Park. Motion by Nomura that all Official Town of Medicine Park Official Facebook pages, social media are to have "No Comments". Second by Cofer.

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

15. **Discuss and Take Action on engineering from Al Jung on the water mitigation on Merry Circle.** Discussion surrounded around whether Merry Circle is the Town's road and if it a platted road. The water mitigation plan with revisions from Mr. Pumphrey. Cofer suggests a survey and he will contact the County Clerk's office to see if it is a platted road. Nomura reminded the Board that the Town cannot do water mitigation on private property. Motion by Branch to authorize Cofer to go to County and acquire the information and authorize a survey up to \$1000.00 to have Landmark survey Merry Circle Road only, if necessary. Second by Nomura.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**

16. **Discuss and Take Action on 301 Big Rock Road and wanting town to remove a tree.** Ellis reported that a surveyor should be out tomorrow to survey; we should know something in a couple days. Motion by Ellis to approve removing the tree if the survey finds the tree is Town easement. Second by Nomura.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**

17. **Discuss and Take Action on installation of speed tables on Big Rock Road; consider funding options.** Roger Johnson resident on Big Rock was recognized by the Mayor to speak. Johnson stated that cars, truck, motorcycles are going in excess of 30-40mph on Big Rock. He wants to see speed tables (bumps) placed along Big Rock to slow traffic or someone is going to get hurt or killed. Johnson will provide the website he found the type that a spike is placed through. Motion by Nomura authorize up to \$500.00 for six speed bumps on the two straightaways on Big Rock Road with funds to come out of Streets and Alleys. Second by Branch.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**

19. **Discuss and Take Action on request from resident on Granite Ridge to have two signs installed at Highway 49 entrance to Granite Ridge Drive, "No Lake Access" and "No Thru Traffic".** Mr. Krogel in Granite Ridge Circle stated there is so much traffic with boats and SeaDoos trying to get lake access and they have nowhere to turn around when they realize there is no lake access. Nomura made the motion to authorize up to \$500.00 out of Streets and Alleys for two signs and possible pole for placement at the bottom of the hill going onto Granite Ridge Drive. Second by Cofer.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**

20. **Discuss and Take Action on placement of Aquarium directional signs on West Lake; placement on existing sign poles.** Nomura made the motion to allow placement on signs on the west side of West Lake at end of bridge on existing sign pole and place one sign on each end of West Lake and Highway 49. Second by Branch.
Schucker YES Cofer ABSTAIN(No) Branch YES Nomura YES Ellis YES **Motion carried.**

21. **Discuss and Take Action on signage for No feeding of Wildlife and Waterfowl.** Motion by Nomura to table until next month. Second by Branch.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**

22. **Discuss and Take Action to on two quotes for pest control on Town properties: Environmental Pest Control at \$125.00, Titan Pest Control at \$100.00.** Motion by Nomura to choose Titan at \$100.00 per visit. Second by Branch.
Schucker YES Cofer YES Branch YES Nomura YES Ellis YES **Motion carried.**

NEW BUSINESS-None


ATTORNEY'S REPORT-None

BOARD COMMENTS-None

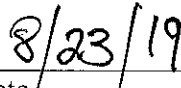
Motion by Schucker to adjourn. Second by Branch.

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

Meeting adjourned at 9:33 p.m.



Town Clerk



Date

Mayor

Date