

**Minutes of the Regular Session  
Medicine Park Board of Trustees  
August 20, 2020**

In accordance with the “*Oklahoma Open Meetings Act, SECTION 1. AMENDATORY 25 O.S. 2011, Section 304, as amended by Section 3, Chapter 81, O.S.L. 2019 (25 O.S. Supp. 2019, Section 304) SB 661, Temporary measures*” the **Regular Session of the Medicine Park Board of Trustees** was called to order at 6:00 p.m. by David Schucker, Assistant Mayor.

**Members Present:** David Schucker, John Branch, Dale Nomura, Larry Cofer

**Members Absent:** Jennifer Ellis

**Town Attorney,** Toni Capra

1. **Citizen Comments-** See list
2. **Discuss and Take Action to approve Ordinance No. 20200820, an ordinance of the Town of Medicine Park, Oklahoma, by adding Section 8-98 “Retaining Wall Permits” Chapter 8, Building “Medicine Park Code of Ordinances”, Article II “Permits”, Division 3, “Other Permits”.** Schucker reported he was informed the entire board must be present to consider an ordinance. Motion by Nomura to table. Second by Branch.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**
3. **Discuss and Take Action on Emergency Clause for Ordinance No. 20200820; and declaring an emergency.** Motion by Branch to table. Second by Nomura.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**
4. **Discuss and Take Action on hosting a seminar on civics/town government for residents and members of boards, trusts, commissions, and committees.** Cofer asked Lance Boothe to speak. Boothe proposed each board have a one-hour seminar to explain to the public their function is, the legal authority they are under. He is seeing citizens bring wrong issue to the wrong board and it creates angst. Town attorney suggested bringing in Oklahoma Municipal League as well. Motion by Nomura to table to get this situated and bring back to the board with a format. Second by Schucker.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**
5. **Discuss and Take Action on minutes from the August 6, 2020 Regular Session.** Nomura noted the agenda item states Regular Session. The minutes are Special Session. Schucker noted he would like the minutes to show a motion, a second and the vote only. Motion Nomura to approve the minutes of August 6, 2020 Special Session. Second by Branch.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**
6. **Discuss and Take Action to Approve Claims/Encumbrances for August/September 2020.** Motion by Nomura to pay the overages to Amazon of \$4.46, HERC Rental of \$4.76; T & G \$1096.10 and McCracken \$1990.00 with the treasurer to submit to CARES for the extra cleanings. Second by Branch.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Abstain (No)    **Motion Carried.**
7. **Discuss and Take Action to authorize Treasurer Yolonda Ramos to attend a Grant Writing class at a cost of \$200.00.** Motion by Branch to approve. Second by Nomura.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**
8. **Acknowledge Fire Department Report; take any necessary action.** Anderson reported 4 medical calls and 1 watercraft in distress. **No Action.**
9. **Acknowledge Police Department Report; take any necessary action.** Adrahtas reported 28 citation and 12 warnings from July 21 through August 19. **No Action.**

9A. **Discuss and Take Action to authorize the Fire Chief to execute the purchase of a used pumper truck with extensions from Emergency Protection Service (ESP); cost not to exceed \$25,000.00 as contained in the approved FY budget. A question was raised about a possible conflict of interest that was to be researched – the threshold is 25%, so no conflict exists.** Much discussion. Town Attorney inquired from Schucker the State Statute he is basing his statement from. 11 O.S. Section 8-113 was referenced by J. Alsbrook. Motion by Branch to buy the fire truck for \$25,000 with an inspection report by Tom Myer. Second by Shucker.

Schucker- Yes Branch-Yes Ellis-Absent Nomura-Yes Cofer- No **Motion Carried.**

10. **Discuss and Take Action on adding a third fulltime police officer.** Adrahtas requested item be tabled for further information. Motion by Nomura to table. Second by Branch.

Schucker- Yes Branch-Yes Ellis-Absent Nomura-Yes Cofer- Yes **Motion Carried.**

11. **Discuss and Take Action to approve the Lease-Purchase Agreement through Liberty National Bank for the 2020 Ford Interceptor: VIN # 1FM5K8AB6LGC36299, cost of \$44,588.03, at an interest rate of 2.5%. Authorize the Mayor, Town Attorney and Town Clerk to sign documents.** Treasurer reported the Board approved the purchase previously, but an interest rate was found to be lower with Liberty National Bank of 2.5 %. Motion by Nomura to lease purchase the vehicle with Liberty National Bank at a price of \$44,588.03 and authorize the Mayor, Town Attorney and Town Clerk to sign documents. Second by Schucker.

Schucker- Yes Branch-Yes Ellis-Absent Nomura-Yes Cofer- Yes **Motion Carried.**

12. **Discuss and Take Action to implement pay raises for the Reserve Officers as follows: Lieutenant: \$16.00 per hour, Sergeant: \$15.00 per hour, Officers: \$13.00 per hour, Probationary Officers \$11.00 per hour.** Adrahtas requested item be tabled for further information. Motion by Nomura to table. Second by Branch.

Schucker- Yes Branch-Yes Ellis-Absent Nomura-Yes Cofer- Yes **Motion Carried.**

14. **Discuss and Take Action to have curb in front of Cobblestone Row painted red and marked as fire lane only.** Adrahtas stated this agenda item is due to cars parking in front of Cobblestone Row and going shopping. Nomura read the rules regarding a twenty-foot space for a fire lane. Fire Marshal Boothe reported the road is twenty-five feet. A fire lane is not necessary, the emergency vehicles can get through. **No Action.**

13. **Discuss and Take Action to have No Parking/Tow Zone signs posted along Cobblestone Row.** Much discussion. Motion by Nomura to approve No Parking, Towing with unload/load signs at Cobblestone Row with input from them for placement and on East Lake on the north side between Forest Ave and Plantation Inn; cost not to exceed \$1300.00 Second by Branch.

Schucker- Yes Branch-Yes Ellis-Absent Nomura-Yes Cofer- Yes **Motion Carried.**

15. **Discuss and Take Action to clarify the term All-Terrain Vehicles for golf cart permitting purposes.**

Adrahtas reported the ordinance says only golf carts are permit by ordinance and 11 O.S. Section 47-1116 allows for a municipality to allow. Motion by Nomura to table to next month with a revised ordinance to include all-terrain vehicles. Second by Schucker.

Schucker- Yes Branch-Yes Ellis-Absent Nomura-Yes Cofer- Yes **Motion Carried.**

16. **Discuss and Take Action to review, update and prioritize the Capital Improvement Plan for 2020-2021.**

Motion by Nomura to revise the order and move parking lot for Post office to # 3 spot, move trash pump-portable lift station to #1 spot, Town sidewalks to # 2 spot, Big Rock Road repair to # 3 spot, Sewer Lagoon cell/Rehab to #5, Granite Ridge Road repair to #6, Public Restrooms to #7, East lake-Upper East lake re engineer road direction to #8, Pecan Street paving to #9 and keep Auto Bridge at #10. Second by Schucker.

Schucker- Yes Branch-Yes Ellis-Absent Nomura-Yes Cofer- Yes **Motion Carried.**

17. **Discuss and Take Action to authorize Dale Nomura to apply for the 2021 REAP Grant; determine project for the REAP; determine leverage amount and funding source.** Town Clerk noted the trash pump/portable lift station is for use in an emergency such as power outage. Motion by Nomura to authorize Dale Nomura to apply for the REAP 2021 and choose item #1 from the CIP for 2020-2021, which is a trash pump/portable lift station with hoses and trailer for \$60,000 with leverage of \$15,000.00 from Public Work Authority. Second by Branch.

Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

18. **Discuss and Take Action to consider agreements with Lawton Septic \$475.00 the first year, to include one septic pump, then \$350 every year after or CG Septic for \$100 per year for two inspections, pumping of tanks as needed for the Event Center Septic System.** Motion by Nomura to approve the agreement with Lawton Septic for \$475.00 the first year and then \$350.00 each year if we wish to continue. Second by Branch.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

19. **Discuss and Take Action to approve the remaining contractors for Health and Wellness Clinic.**  
Motion by Nomura to accept Red River Concrete for Site Work and Concrete paving for \$30,375.00 Second by Schucker.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

Motion by Nomura to accept Yarbrough for utilities for 11,863.00. Second by Branch.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

Motion by Nomura to accept Comanche Home Center for Wood Framing and Materials for \$19,000.00. Second by Schucker.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

Motion by Nomura to accept Carne and Company for Toilet Accessories for \$1945.00 Second by Schucker.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

Motion by Nomura to accept Shane Burk for Glass, Mirrors and Storefront at \$3700.00. Second by Schucker.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

Motion by Nomura to accept CDBL for Millwork not including finishing at \$4500.00. Second by Schucker.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

Motion Nomura to accept Pippin Brothers for Plumbing at \$23,200.00. Second by Schucker.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

Motion by Nomura to accept CDBL for General Trades at \$5,000.00. Second by Schucker.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

20. **Discuss and Take Action on acoustical tile for the ceiling and walls of the Event Center.** Motion by Nomura to table to next month. Second by Branch.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes    **Motion Carried.**

21. **Update on trash clean-up of Town on weekends and changing rooms; consider possible solutions.**  
**No Action.**

22. **Discuss and Take Action on Pecan Street and Creek View Alley road issues.** Cofer stated he and Boguski visited the area. Property Owner needs to contain their rock and dirt first. Then the road needs to be done in stages and has been placed on the CIP.  
**No Action.**

23. **Committee/Authority/Commission Reports; take any necessary action. (Board)**  
**Event Center** -Town Clerk reported that the Event Center has rented one time since last meeting. full report next month.  
**Planning and Preservation Commission** – Boguski reported four building permits. Retaining wall permit and form were passed to BOT. Addressing the steps on west side of Curtis Davis Bridge for lighting. Considering asking for quarterly clean-up  
**MPEDA** –Schucker Negotiated with the Hatchery a meeting for a possible new sign on Rex Leath. Nominated Roger Johnson for MPEDA vacancy. Amended the budget and discussed last two events and Polar Plunge. Special Session tomorrow at Town Hall at 3:00pm. **No Action.**

24. **Discuss and Take Action on recommendation of Medicine Park Economic Development Authority (MPEDA) to approve Dr. Roger Johnson to fill vacant MPEDA Position.** Motion by Branch to approve Roger Johnson to the MPEDA vacancy. Second by Nomura.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes                      **Motion Carried.**
25. **Receive a briefing from Mark Skinner on potential real estate development in Medicine Park and discuss as needed.** Mr. Skinner remarked he is not ready. **No Action.**
26. **Discussion, consideration and possible action to enter Executive Session for confidential communications between the Board and its attorney concerning a pending claims of Cassie Arndt vs. Town of Medicine Park; Janis Holmes, Charles and Christa Callich vs. Town of Medicine Park/Medicine Park Properties, under the provisions of 25 O.S. §307.B.4., where the Board's Attorney has determined disclosure will seriously impair the ability of the Board to process the claim in the public.** Motion by Nomura to move to executive session. Second by Branch.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer- Yes                      **Motion Carried**

Entered Executive Session at 7:52p.m.

27. **Conduct Executive Session.** Executive Session conducted.

Exit Executive Session at 8:15p.m.

28. **Reconvene Regular Session and take any appropriate action.** Motion by Nomura to reconvene to regular session. Second by Branch.  
Schucker- Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer-Yes                      **Motion Carried**

Nomura stated no action to be taken.

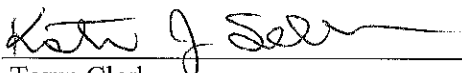
**No Action.**

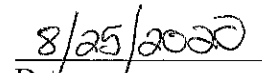
**Board Comments-None**

Motion by Branch to adjourn. Second by Nomura.

Schucker-Yes    Branch-Yes    Ellis-Absent    Nomura-Yes    Cofer-Yes                      **Motion Carried.**

**Meeting adjourned at 8:16 p.m.**

  
\_\_\_\_\_  
Town Clerk

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date