

**Minutes of the Regular Session  
Medicine Park Board of Trustees  
Tuesday October 10, 2023**

After being posted in accordance with the *Open Meetings Act of Oklahoma*, the Special Session of the  
**Medicine Park Board of Trustees** was called to order at 6:10 p.m. by Mayor John Branch.

**Members Present:** John Branch, Dwight Cope, Stephanie New, Chad Everett, Rich Amadon

**Members Absent:**

**Town Attorney:** Jordan Cabelka

**1. CITIZEN'S COMMENTS**

**2. CONSENT AGENDA.**

- a) Approve minutes from September 21, 2023, Regular Session.
- b) Receive Court Report.
- c) Acknowledge Police Department Report.
- d) Committee/Authority/Commission Reports.
  - (1) Medicine Park Economic Development Authority.
  - (2) Planning and Preservation Commission.

Motion by Amadon to approve all, but c. Second by Cope.

Branch- Yes Everett- Yes Cope- Yes New- Yes Amadon-Yes

**Motion Carried.**

**3. Discuss and take action for any item(s) removed from the Consent Agenda, if necessary.**

**No Action**

**4. Receive report from fire chief.**

McCoy would like to send out a letter to the residents about keeping the grass around houses cut short because it's a fire danger.

**No Action**

**5. Discuss, consider, and take possible action on adding Rich Amadon to the town bank accounts.**

Motion by Cope to add Rich Amadon to the town bank accounts. Second by Everett.

Branch- Yes Everett- Yes Cope- Yes New- Yes Amadon- Abstain

**Motion Carried**

**13. Discuss, consider, and take possible action on hiring Melissa Beck as the grant writer for the town and discuss pay.**

New put together a job description and researched pay for a grant writer.

Motion by Everett to hire Melissa Beck as the grant writer for the town not to exceed 20 hours a week unless special approval at \$30 an hour. Second by New.

Branch- Yes Everett- Yes Cope- Yes New- Yes Amadon- Yes

**Motion Carried**

**6. Discuss, consider, and take possible action on cost sharing for the East Lake Drainage Improvement Project.**

McCoy is still working on drawings and getting bids on concrete.

No Action

7. **Discuss, consider, and take possible action on fixing the broken door on Town Hall.**

Motion by Cope to table. Second by Everett.

Branch- Yes Everett- Yes Cope- Yes New- Yes Amadon- Yes

Motion Carried

8. **Update on affordable housing.**

Nothing new.

No Action

9. **Update on drainage at East Lake Dr.**

No Action

10. **Update on surveillance cameras.**

Nothing new.

No Action

11. **Discuss, consider, and take possible action on quotes for tree sculpture in Jack Laughter Park.**

Motion by New to seek bids. Second by Everett.

Branch- Yes Everett- Yes Cope- Yes New- Yes Amadon- Yes

Motion Carried

12. **Discuss, consider, and take possible action to hire Kaylee Horn as a part-time admin assistant.**

Motion by Everett to hire Kaylee Horn as a part-time admin assistant for \$15 an hour for 20 hours a week.

Branch- Yes Everett- Yes Cope- Yes New- Yes Amadon- Yes

Motion Carried

14. **Discuss, consider, and take possible action to hire an outside firm to complete a full audit of all accounts.**

Motion by Cope to table. Second by Everett.

Branch- Yes Everett- Yes Cope- Yes New- Yes Amadon- Yes

Motion Carried

15. **Discuss, consider, and take possible action on recommendation from PPC to define exactly what the board is wanting for the Dog Park.**

The board would like appropriate gates, fences, and waterlines. 6-foot chain linked dipped fence. They need to relocate the sprinkler heads. They need to find contractors.

No Action

16. **Discuss and take action consideration and possible action to enter Executive Session to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried or hourly public officer or employee under the provisions of 25 O.S. §307.B.1, (Rodney Whaley, Justin Washington, Craig Bathe).**

On the wrong agenda.

No Action

17. **Discussion, consideration and possible action to enter Executive Session for confidential communications between the Board and its attorney concerning pending claim, Cobblestones Coffee & Pastry, LLC,, Medicine Park Cobblestone Row, LLC, Christa Michelle Callich, Charles Loyde Callich III, and Janis Holmes vs Town of Medicine Park, Town Board of Trustees for the Town of Medicine Park, OK, Medicine Park Properties, David L. McCoy and Candace L. McCoy 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 or conduct a pending investigation, litigation, or proceeding in the public interest.**

Cabelka stated we did not need to enter the Executive Session. No update.

**No Action**

**Board Comments -** Branch wanted to thank Travis Craig for helping out the fire department September 30<sup>th</sup>.

**Attorney Report -** None

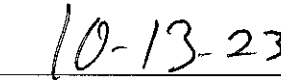
Meeting ended at 6:48 PM

Motion by Cope to adjourn. Second by New.

Branch- Yes Everett- Yes Cope- Yes New- Yes Amadon- Yes

**Motion Carried**

  
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Town Clerk

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date