

**Minutes of the Regular Session  
Medicine Park Board of Trustees  
Thursday March 21, 2024**

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 6:17 p.m. by Mayor John Branch.

**Members Present:** John Branch, Dwight Cope, Stephanie New, Chad Everett  
**Members Absent:** Rich Amadon  
**Town Attorney:** Jordan Cabelka

**1. CITIZEN'S COMMENTS**

**2. CONSENT AGENDA.**

- a) Approve minutes from February's 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 Branch to approve the consent agenda and remove C. Second by Everett.

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

**Motion Carried.**

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

Chief Crawford said pedestrian traffic is up and foresees the summer being busier than ever. He also stated they have had a couple situations lately that they have followed policy and state statutes

**No Action**

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

22 EMR's, 2 propane, 3 outside fire, 3 traffic accidents. They have on going maintenance to fire vehicles. Chief McCoy stated the golf carts need to slow down and pay attention.

**No Action**

**5. Discuss, consider, and take possible action on materials for East Lake Drainage project.**

Motion by Cope to approve \$3,000.00 for pipe from OK Contractors Supply, up to \$2,000.00 for water collection boxes, and up to \$500 for screenings. A total of \$5,500.00. Second by New.

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

**Motion Carried**

**6. Discuss, consider, and take possible action on rezoning Merry Circle, Parkway, and Pine Ave. to commercial.**

Motion by Cope to refer back to PPC. Second by Branch.

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

**Motion Carried**

**7. Discuss, consider, and take possible action on bus/shuttle and route for Medicine Park.**

Diane Chadwick would like the town to invest in public transportation. The board would like a plan and to look at cost.

Motion by Everett to explore public transportation. Second by Cope.

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

**Motion Carried**

8. **Discuss, consider, and take possible action on making East Lake, Upper East Lake, and Forrest Ave. a one way street.**

Cope said on weekends our town doesn't function with cars going both ways. He would like to make it one-way on weekends during the summer season. From the north end of East Lake by Upper East Lake he wants flashing signs that say one-way/Do not enter. Do the same thing at the end of Forrest on the south end by Chaps My Ass. So, there is a loop to keep traffic moving. Branch ask about the trucks from the water treatment plant. Francais said you could do noon to midnight. Chief Crawford thinks splitting it up on weekends and week day is too confusing for people. Branch stated he doesn't like the one-way idea and would like to find another solution. Candice Morris stated on busy weekends people are parked by the water plant and Old Plantation and it's backed up both ways. She said the roads aren't big enough for cars and trucks. Francais suggested forming a safety committee with citizens and maybe doing a traffic study.

**No Action**

9. **Discuss, consider, and take possible action on adopting an investment policy.**

Motion by Branch to table. Second by Evertt.

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

**Motion Carried**

10. **Discuss, consider, and take possible action on 401k or retirement plan for town employees.**

New would like to start a retirement plan for employees. Everett would like to look in it for part time employees too.

**No Action**

11. **Discuss, consider, and take possible action on FEMA membership.**

Branch doesn't feel like we need a FEMA membership. McCoy agrees with Branch, he doesn't feel like we are in a flood hazard. Francais stated you don't have to be a FEMA member to get emergency help. Having a public hearing was discussed. Branch also stated he would be interested in hearing why we need the membership.

**No Action**

12. **Discuss, consider, and take possible action on pursuing 20-year lease of the Medicine Park Telephone Co. building at 22937 State Highway 58.**

Elgin's Mayor and Hilliary rep JJ Francais thinks our current town hall building has better use for revenue. He would like for the building out on Highway 58 to be annexed into Medicine Park.

**No Action**

13. **Update on affordable housing.**

**No Action**

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

As of right now the town is using the speed bumps to divert water, but they plan to cut the road to make drainage and take the speed bumps out.

**No Action**

15. **Update on surveillance cameras.**

New said her company has two engineers working on it. Chief Crawford would like dispatch to have a link to the cameras.

**No Action**

16. **Update on creating exercise trails and gathering place at Rock Bottom Park.**

**No Action**

17. **Update on the car bridge.**

Branch called ODOT and we are still on the waiting list.

**No Action**

18. **Discuss, consider, and take possible action on estimate from Wirth Innovated Homes in the amount of \$14,800.00 for the Dog Park fence.**

Motion by Cope to approve estimate from Wirth Innovated Homes in the amount of \$14,800.00 for the dog park fence. Second by New.

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

**Motion Carried**

19. **Update on East Lake Dr. repaving project.**

We have received 3 quotes.

**No Action**

20. **Discuss, consider, and take possible action on recommendation from PPC on receiving quotes for the concrete curb around the triangle.**

Motion by Cope to approve quote for \$4,700.00 from Macias. Second by Everett.

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

**No Action**

21. **Discuss, consider, and take possible action on hiring JJ Francais as a consultant for the town at \$1.00 a month.**

JJ stated he attends over 100 board meetings a year and he would like to help Medicine Park when he can with ordinances, taxes, and other stuff with municipality.

Motion by Branch to hire JJ Francais as a consultant for the town at \$1.00 a month. Second by Everett.

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

**Motion Carried**

22. **Discuss, consider, and take possible action on cost sharing the engineering proposal for the design of the sewer lines along Merry Circle.**

**No Action**

23. **Discuss, consider, and take possible action on closing the road to public traffic and maintaining the roadway for one block from East Boundary to East Lake Rd. intersection to intersection on Water St.**

Whaley would like to close the last block and no citizens would be impacted. The roll-off that is available to the public will be easier to access and it will give PWA more space.

Motion by Branch to close the road to public traffic and maintain the roadway for one block from East Boundary to East Lake Rd. intersection to intersection on Water St. Second by Cope.

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

**Motion Carried**

24. **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.**

Motion by Branch to Enter executive session for 24. Second by Cope.

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

**Motion Carried**

Motion by Cope to exit executive session. Second by Everett.

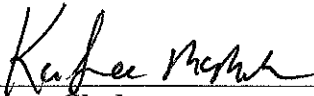
Branch- Yes Everett- Yes Cope- Yes New- Yes Amadon- Absent

**Motion Carried**

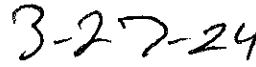
**Board Comments -** Solar park bench is coming soon.

**Attorney Report -** None

Meeting ended at 8:05 PM



Town Clerk



Date

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date