

TENTATIVE MINUTES OF
MEDFORD CITY COUNCIL REGULAR MEETING
MONDAY, DECEMBER 11, 2023

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item. The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its City/Trust Manager, staff, attorney or to the recommending board, commission, or committee.

ATTENDEES: Gary Bowen, Mayor
Steve Zeman, Vice-Mayor
Rick Cardwell, Councilmember
Guy Knigge, Councilmember
Shari England, Councilmember
Dea Mandevill, City Manager
Samantha Grinstead, City Clerk

City Staff: Duane Thompson, Kacy Wallace, Jim Shepherd, Robert Gonzales, Alan Bowling

Guests: Robert Mandevill, Keith McClure, Jason Jump, Gaylen Stockson, Barbara Bush, Sherrel Copeland, Carmen Schultz, Bill Loch, Jeannette Loch, Leah Sparks-Eakes, Bradley McCaleb (enter 4:34 p.m., exit 5:22 p.m.)

The Medford City Council met for its regularly scheduled monthly meeting, on Monday, December 11, 2023 at 4:30 p.m. in the Community Room, 615 N. Front, Medford, Oklahoma. A quorum was present and there was no unscheduled public participation on agenda items. Guy Knigge led with prayer.

Review of Ordinance No. 502 was held allowing golf carts and utility vehicles on city streets.

Shari England made a motion, seconded by Steve Zeman to approve Ordinance No. 502 with mentioned changes allowing golf carts and utility vehicles on city streets. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Motion to approve of emergency clause for Ordinance No. 502 was made by Gary Bowen, seconded by Steve Zeman. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Motion to approve of golf cart and utility vehicle permit annual fee, golf cart or utility vehicle tag replacement fee, permit to drive replacement fee, and golf cart driving course and class fee was made by Steve Zeman, seconded by Rick Cardwell. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Discussion was held on allowing KanOkla to put a sign on the triangle lot, motion to table the discussion was made by Steve Zeman, seconded by Gary Bowen. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

City Manager Report: Palmer Loft is rented until mid January. Open House was held December 7th and had 40-50 participants at City Hall. Ken Whaley is working on the burn pile clean up. 3 street bores were done this month. The Parade is December 15th at 6:30 p.m. with Santa to follow. Alan Bowling graduated CLEET and passed his test and is now street training.

Gary Bowen made a motion, seconded by Steve Zeman to approve Minutes of November 13, 2023, Regular Meeting. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Steve Zeman made a motion, seconded by Gary Bowen to approve the Financial Report for November 2023 in the amount of \$64,201.85. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Steve Zeman made a motion, seconded by Gary Bowen to approve Claims for November 2023 in the amount of \$77,283.41. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

At 5:34 p.m. Steve Zeman made a motion to adjourn, seconded by Rick Cardwell. Motion carried with all voting yes.

Samantha Grinstead, City Clerk

Gary Bowen, Mayor

TENTATIVE MINUTES OF
MEDFORD PUBLIC WORKS AUTHORITY REGULAR MEETING
MONDAY, DECEMBER 11, 2023

ATTENDEES: Gary Bowen, Mayor
Steve Zeman, Vice-Mayor
Guy Knigge, Councilmember
Shari England, Councilmember
Rick Cardwell, Councilmember
Dea Mandevill, City Manager
Samantha Grinstead, City Clerk

City Staff: Duane Thompson, Kacy Wallace, Jim Shepherd, Robert Gonzales, Alan Bowling

Guests: Robert Mandevill, Keith McClure, Jason Jump, Carmen Schultz

The Medford Public Works Authority (MPWA) met for its regularly scheduled monthly meeting at 5:34 p.m. on Monday, December 11, 2023, in the Community Room, 615 N. Front St., Medford, OK. There was a quorum present and no unscheduled public participation on agenda items.

Update was given by MPWA Maintenance Supervisor

Steve Zeman made a motion, seconded by Rick Cardwell to approve Minutes of November 13, 2023, Regular Meeting. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Gary Bowen made a motion, seconded by Shari England to approve Financial Report for November 2023 in the amount of \$55,246.48. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Steve Zeman made a motion, seconded by Rick Cardwell to approve MPWA Claims for November 2023 in the amount of \$55,189.99. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

At 5:49 p.m. Steve Zeman made a motion to adjourn, seconded by Rick Cardwell. Motion carried with all voting yes.

Samantha Grinstead, City Clerk

Gary Bowen, Chairperson

TENTATIVE MINUTES OF
MEDFORD ECONOMIC DEVELOPMENT AUTHORITY REGULAR MEETING
MONDAY, DECEMBER 11, 2023

ATTENDEES: Gary Bowen, Mayor
Steve Zeman, Vice-Mayor
Guy Knigge, Councilmember
Shari England, Councilmember
Rick Cardwell, Councilmember
Dea Mandevill, City Manager
Samantha Grinstead, City Clerk

City Staff: Duane Thompson, Kacy Wallace, Jim Shepherd, Robert Gonzales, Alan Bowling

Guests: Robert Mandevill, Keith McClure, Jason Jump, Carmen Schultz

The Medford Economic Development Authority (MEDA) met for its regularly scheduled monthly meeting at 5:49 p.m. on Monday, November 13, 2023, in the Community Room, 615 N. Front St., Medford, OK. Quorum present and no unscheduled public participation on agenda items.

Update was given by Economic Development Director.

Rick Cardwell made a motion, seconded by Steve Zeman to approve Minutes of November 13, 2023, Regular Meeting. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Gary Bowen made a motion, seconded by Steve Zeman to approve Financial Report for November 2023 in the amount of \$152,798.88. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Steve Zeman made a motion, seconded by Rick Cardwell to approve Claims for November 2023 in the amount of \$124,139.08. Motion carried with the following votes:

Cardwell – Yes; England – Yes; Knigge – Yes; Zeman – Yes; Bowen – Yes.

Motion to adjourn at 5:54 p.m. was made by Gary Bowen, seconded by Shari England. All voted yes.

Samantha Grinstead, Secretary

Gary Bowen, Chairperson