

TENTATIVE MINUTES OF
MEDFORD CITY COUNCIL REGULAR MEETING
MONDAY, FEBRUARY 12, 2024

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

Guests: Robert Mandevill, Keith McClure, Jason Jump, Sherrel Copeland, Carmen Schultz, Chuck England, John Crocker, Al Gusta, Alysia Keller, Steve Barry, Kendra Gift, Ashley Hartwell, Alan Juhl (enter 5:04 p.m.)

The Medford City Council met for its regularly scheduled monthly meeting, on Monday, February 12, 2024 at 4:31 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.

Motion to approve of the City of Medford Policy Surrounding Alcohol Use During Public Events was made by Rick Cardwell, seconded by Gary Bowen. Motion carried with the following votes:

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

Motion to approve Resolution 6.33 authorizing the lease purchase of 2016 Bobcat Trackhoe was made by Steve Zeman, seconded by Shari England. Motion carried with the following votes:

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

Review and discussion was held on demolition and disposal of debris to the building on Lot Six (6) Block Eighteen (18), Original Town (Now City) of Medford, Grant County, Oklahoma, a/k/a 113 E. Cherokee Street, and the building on Lot Seven (7), Block Eighteen (18), Original Town (Now City) of Medford, Oklahoma, Grant County, Oklahoma, a/k/a 113 E. Cherokee Street. These buildings share a stairwell and an interior downstairs wall and are often referred to as one building. After discussion, motion was made by Gary Bowen, seconded by Shari England to pursue scenario #4 leaving the front of the building and hauling wood to the City of Medford farm by Jackson Demolition. Motion carried with the following votes:

Cardwell – No; Knigge – Yes; Zeman – Yes; Bowen – Yes; England – Yes.

City Manager Report: Grocery store ramp has been completed, they will stripe the parking lot soon. Clancy is working on leveling the floor that was damaged when the new units were installed. Print ads at the grocery store are now digital due to pricing. Duane's office is complete, along with the stairs in the back of the civic center for storage done by John Crocker. The guys have been replacing water lines as leaks happen. There are now lights on the stop signs at HWY 81 and 11. We have begun advertising for lifeguard and summer help. A Cell Tower company has reached out and with permission of council we will begin creating an ordinance to keep them outside of city limits. Dea attended City Manager conference in Edmond this month.

Steve Zeman made a motion, seconded by Gary Bowen to approve Minutes of January 8, 2024, Regular Meeting. Motion carried with the following votes:

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

Steve Zeman made a motion, seconded by Rick Cardwell to approve the Financial Report for January 2024 in the amount of \$65,334.64. Motion carried with the following votes:

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

Rick Cardwell made a motion, seconded by Steve Zeman to approve Claims for January 2024 in the amount of \$53,924.97. Motion carried with the following votes:

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

At 5:06 p.m. Gary Bowen made a motion to adjourn, seconded by Steve Zeman. Motion carried with all voting yes.

Samantha Grinstead, City Clerk

Gary Bowen, Mayor

TENTATIVE MINUTES OF
MEDFORD ECONOMIC DEVELOPMENT AUTHORITY REGULAR MEETING
MONDAY, FEBRUARY 12, 2024

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

Guests: Robert Mandevill, Keith McClure, Jason Jump, Sherrel Copeland, Carmen Schultz, Chuck England, John Crocker, Al Gusta, Alysia Keller, Steve Barry, Kendra Gift, Ashley Hartwell, Alan Juhl

The Medford Economic Development Authority (MEDA) met for its regularly scheduled monthly meeting at 5:06 p.m. on Monday, February 12, 2024, in the Community Room, 615 N. Front St., Medford, OK. There was a quorum present and no unscheduled public participation on agenda items.

Economic Development Director Report: Main focus in January was coming up with a plan for the buildings at 111 and 113 E. Cherokee St. Completion of the 81 Feed & Seed USDA grant has been delayed due to inflation and a modification request. Helped organized and clean up city hall. Staying busy keeping city inventories and the city website updated. ODOT Transportation Alternatives Grant is still moving along. Attended the Oklahoma Department of Commerce's Sites Ready Roll Out Session at Autry Tech in Enid (2/12). Will work with Commerce on getting eligible Medford sites registered.

Gary Bowen made a motion, seconded by Steve Zeman to approve Minutes of January 8, 2024, Regular Meeting. Motion carried with the following votes:

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

Steve Zeman made a motion, seconded by Rick Cardwell to approve Financial Report for January 2024 in the amount of \$166,018.57. Motion carried with the following votes:

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

Gary Bowen made a motion, seconded by Steve Zeman to approve Claims for January 2024 in the amount of \$161,689.81. Motion carried with the following votes:

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

At 5:15 p.m. Gary Bowen made a motion to adjourn, seconded by Shari England. Motion carried with all voting yes.

Samantha Grinstead, City Clerk

Gary Bowen, Chairperson

TENTATIVE MINUTES OF
MEDFORD PUBLIC WORKS AUTHORITY REGULAR MEETING
MONDAY, FEBRUARY 12, 2024

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,

Guests: Robert Mandevill, Keith McClure, Jason Jump, Sherrel Copeland, Carmen Schultz, Chuck England, John Crocker, Al Gusta, Alysia Keller, Steve Barry, Kendra Gift, Ashley Hartwell, Alan Juhl

The Medford Public Works Authority (MPWA) met for its regularly scheduled monthly meeting at 5:15 p.m. on Monday, February 12, 2024, in the Community Room, 615 N. Front St., Medford, OK. There was a quorum present and no unscheduled public participation on agenda items.

MPWA Maintenance Supervisor Report: Water lines replaced on S 5th, W Guthrie and Chicago. Getting ready to start the irrigation project and repair the HWY 81 and Ash intersection.

Gary Bowen made a motion, seconded by Steve Zeman to approve Minutes of January 8, 2024, Regular Meeting. Motion carried with the following votes:

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

Gary Bowen made a motion, seconded by Rick Cardwell to approve Financial Report for January 2024 in the amount of \$48,539.67. Motion carried with the following votes:

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

Steve Zeman made a motion, seconded by Rick Cardwell to approve MPWA Claims for January 2024 in the amount of \$75,859.07. Motion carried with the following votes:

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

At 5:25 p.m. Gary Bowen made a motion to adjourn, seconded by Steve Zeman. Motion carried with all voting yes.

Samantha Grinstead, City Clerk

Gary Bowen, Chairperson