

**CLEVELAND CITY COUNCIL**  
**NOTICE OF REGULAR SCHEDULED MEETING**  
**Thursday, October 8, 2020 – 6:00 p.m.**

Members of the Cleveland City Council met in a regularly scheduled meeting at 6:00 p.m. on Thursday, October 8, 2020, in the Council Chambers of the Cleveland Municipal Building located at 201 North Broadway, Cleveland, Oklahoma with Mayor Scott Rusher presiding. The agenda for this meeting was posted on the front door of the Cleveland City Hall on October 7, 2020, at 9:45 a.m.

**Note: The following City Council members may attend the City Council Meeting via teleconference:  
Lee Merrifield, Scott Rusher, Mike Carroll, Brian Torres, David Cordle**

1. **Call to order.** Mayor Rusher called the meeting to order at 6:00 p.m.
2. **Roll Call.** Clerk Michelle Lehnus called roll with the following members present:  
**Present:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle  
**Absent:** Lee Merrifield
3. **Flag Salute.** Flag Salute was led by Mayor Rusher
4. **Invocation.** Invocation was led by Fire Chief Ryan Murray
5. **Discussion and action to approve or reject the minutes of the previous meeting(s). Discussion concerning actions taken in relation to the minutes of the previous meeting (s).** The minutes from the previous meeting were reviewed by the council. Mr. Carroll asked if they were allowing benches at the school. Mayor Rusher said that he hadn't gotten an answer yet but had a meeting scheduled with the school tomorrow. A motion to approve the meeting minutes of the regular meeting held on September 10, 2020 was made by Mike Carroll and seconded by David Cordle. The motion carried with the following roll call vote: (4-0)  
**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle  
**Nay:** None
6. **Discussion and action to approve or reject the Treasurer's Report.** The Treasurer's Report was reviewed by the council. Mr. Cordle asked about the sales tax revenue. The current sales tax revenue reflected on the Treasurer's Report shows to be collected at 32% and the fiscal year is only 25% complete. This shows that our current sales tax revenue is above the projected amounts. A motion to approve the Treasurer's Report was made by Scott Rusher and seconded by Mike Carroll. The motion carried with the following roll call vote: (4-0)  
**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle  
**Nay:** None
7. **Discussion concerning list of purchase orders paid.** Purchase orders were reviewed by council. Council questioned the purchase order for 'refund of court cost', noting that they didn't remember ever seeing that on the list of purchase orders before. Chief Clint Stout explained that from time to time people over paid their court costs and that money had to be refunded. Mr. Cordle asked how often the city was using Zoom. Ms. Hagerman explained that it is used for council meetings and for weekly COVID meetings. Council noted the Techrol had been paid in full and asked if that project was completed. Ms. Hagerman advised council that it was complete and would be a part of her City Manager Report. Mr. Torres asked for clarification on why we pay SignalTek an annual fee and a fee for every repair that they complete. Clerk Michelle Lehnus advised that she would pull the contract and review specification.

- 8. Public Comments. All comments will be limited to agenda items only. Participants are required to sign in prior to the start of the meeting.** The following members of the public signed in to speak:  
Michelle Miller
- 9. Discussion and review of current cemetery ordinances.** Ms. Hagerman explained to council that a recent review of the cemetery ordinances showed the Board of Cemetery Trustees are supposed to be in complete control of the cemetery but our current Board of Cemetery Trustees are running more like an advisory board. She recommended reviewing and updating the ordinances so that the council is over the cemetery and the current Board of Cemetery Trustees becomes an advisory board. She noted that the Board of Cemetery Trustees have a heart for the cemetery.
- 10. Discussion and possible action to approve or reject the submission of an application for Firehouse Subs Public Safety Foundation grant in the amount of \$9,216.00 for the purchase of fire hose nozzles.** Fire Chief Ryan Murray spoke to the council. He explained that the current nozzles were old and had been repaired multiple times. Ms. Hagerman noted that this was a 100% grant and explained that the City of Cleveland would initially purchase the nozzles but would be reimbursed at 100% and would therefore have no out of pocket expenses. A motion was made to approve the submission of the application for Firehouse Subs Public Safety Foundation grant in the amount of \$9,216.00 for the purchase of fire house nozzles by Brian Torres and seconded by Mike Carroll. This motion carried with the following roll call vote: (4-0)  
**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle  
**Nay:** None
- 11. Discussion and possible action to approve or reject the submission of an application for a grant through Enbridge in the amount of \$1,500 for the purchase of foam concentrate for fire suppression.** Chief Murray explained that this grant was a 100% grant as well and that if awarded, Enbridge would send the funds prior to purchase of the foam concentrate. Chief Murray explained that with this grant he should be able to purchase 12 five gallon jugs of foam concentrate that would be used for dumpster fires, tank batteries, or oil and gas fires. A motion to approve the submission of application for a grant through Enbridge in the amount of \$1,500.00 for the purchase of foam concentrate for fire suppression by Brian Torres and seconded by Scott Rusher. This motion carried with the following roll call vote: (4-0)  
**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle  
**Nay:** None
- 12. Discussion and possible action to approve or reject the submission of an application for IEC Foundation, Inc. grant for an amount up to \$1,500.00 for the purchase of hand tools for the fire department.** Chief Murray advised council that this grant was a 100% grant as well. He explained that hand tools were often used in car wrecks and in taking vehicles apart. A motion was made to approve the submission of application for IEC Foundation, Inc. grant for an amount up to \$1,500.00 for the purchase of hand tools for the fire department by Scott Rusher and seconded by David Cordle. This motion carried with the following roll call vote: (4-0)  
**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle  
**Nay:** None
- 13. Discussion and action to declare certain items owned by the City of Cleveland as surplus. Items to be declared as surplus may include but is not limited to library shelving, tornado siren, lawn equipment, and vehicles. Items may transfer to or between offices, departments and agencies, or sell surplus or obsolete supplies, materials and equipment.** Ms. Hagerman explained that staff have identified several items to declare as surplus. The items ready to be declared as surplus have reached the limit of their usefulness for the City of Cleveland. She explained that under a current mutual aid agreement between all fire departments in Pawnee County, the surplus tornado siren would be provided to Terlton. Mr. Cordle asked if once items are surplus if those items could then be sold. City Attorney Bryan Drummond advised that yes, once declared surplus, items can then be auctioned or scrapped

and the money goes into the General Fund. A motion to declare the following items as surplus was made by Brian Torres and seconded by Mike Carroll. The motion carried with the following roll call: (4-0)

<u>ITEM</u>	<u>Department</u>
Library Shelving Single Faced 12ft Section	Library
Library Shelving Double Sided 9ft Section	Library
Library Shelving Double Sided 9ft Section	Library
Library Shelving Double Sided 6ft Section	Library
Tornado Siren	Fire
John Deere 757 60" deck, sel. #TCO757B064949	Parks
Toro Timecutter 42" deck, Model #77330, Sel. #240001525	Parks
Great Dane 60" deck, Sel. #TCLX25W010841	Parks
Snapper Rider 60" deck, Model #MZM2200KH, Sel# rubbed off	Parks
1984 GMC Dump Truck Serial #1GBJ6D1A1EV132992	Street
1980 Chevy 2 ton Flatbed Serial #CibDAAv130695	Street
2004 Chevy ½ Ton Serial #1GCEC14X04Z158883	Street
1993 Chevy 1 Ton Serial #1GCGC33K1PJ360256	Street
1986 Ford Van E-150 Serial #1FTDE14Y1GHB50428	Water

**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle

**Nay:** None

- 14. Discussion and possible action to approve or reject Resolution 2020-11: A RESOLUTION AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM THE RURAL ECONOMIC ACTION PLAN FUND.** Ms. Hagerman explained to council that if awarded, this grant amount could be up to \$75,000. She reminded council that previous REAP grants had been used for street projects and the most recent REAP grant had been used for tornado sirens. She advised that, if awarded, this REAP grant would be for replacement of fire hydrants. She explained that this was a matching grant and that our match would be in kind through labor. She cautioned council that it was rare for municipalities to be awarded the REAP grant in back-to-back years and that this would not be an easy project because replacement of the fire hydrants could potentially mean shutting water off to the city during parts of the replacement project. A motion was made to approve Resolution 2020-11: A RESOLUTION AUTHORIZING APPLICATION FOR FINANCIAL ASSISTANCE FROM THE RURAL ECONOMIC ACTION PLAN FUND was made by Scott Rusher and seconded by Mike Carroll. This motion carried with the following roll call vote: (4-0)

**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle

**Nay:** None

- 15. Discussion and possible action to remove restriction of \$100,000.00 to the Little League Baseball/Softball Fields at Billy Vessels Park as restricted on August 8, 2019.** Mayor Scott Rusher spoke to council. He stated that the council had good intentions when they sold the cell phone tower and was going to give that money to the Little League but that it was not working. He advised council that he had spoken to Rodney Schulze and that Mr. Schulze understands that because of COVID and the economic downturn that it was not working. A motion to remove the restriction of \$100,000.00 to the Little League Baseball/Softball Fields at Billy Vessels Park as restricted on August 8, 2019, was made by Scott Rusher and seconded by Brian Torres. This motion carried with the following roll call vote: (4-0)

**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle

**Nay:** None

- 16. Discussion and action to approve or reject payment of Retirement Benefits for Gaylen Vaughn effective 12/1/2020 with Oklahoma Municipal Retirement Fund.** Mayor Rusher advised council that he remembered when Gaylen Vaughn first started with the City of Cleveland. He noted that he has done a lot on a limited budget and that his job has been a thankless one with no notoriety. Ms.

Hagerman reminded council that Mr. Vaughn's retirement party is scheduled for Wednesday, October 28 from 1-3 p.m. A motion was made to approve payment of Retirement Benefits for Gaylen Vaughn effective 12/1/20 with Oklahoma Municipal Retirement Fund by Scott Rusher and seconded by Brian Torres. This motion carried with the following roll call vote: (4-0)

**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle

**Nay:** None

- 17. Discussion and action to approve or reject the 2021 Schedule for Regular Meetings of the Cleveland City Council.** Ms. Hagerman advised council that for the last two years the council meetings have been held on the second Thursday of the month and that the proposed schedule stays in line with that. A motion was made to approve the 2021 Schedule for Regular Meetings of the Cleveland City Council by Scott Rusher and seconded by David Cordle. This motion carried with the following roll call votes: (4-0)

**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle

**Nay:** None

- 18. Consideration and possible action on the 2021 Calendar Year schedule of observed holidays for the City of Cleveland.** Ms. Hagerman explained that the holidays listed were all set out per the City of Cleveland Employee Handbook with the exception of Columbus Day. She explained that the banks were closed on Columbus Day and that state statute requires a daily deposit of funds collected. Mr. Torres offered his opinion that it was too many holidays. He stated that city hall could still be open for calls and just not accept payments. City Attorney Bryan Drummond reminded council that holidays are also listed in the police union contract. A motion was made to approve the 2021 Calendar Year schedule of observed holidays for the City of Cleveland by Scott Rusher and seconded by Mike Carroll. This motion carried with the following roll call vote: (4-0)

**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle

**Nay:** None

- 19. City Manager's Report which may include updates and/or announcements of events, projects, and general operations of the City of Cleveland.** Ms. Hagerman shared the following updates:

- The City of Cleveland has submitted for the CARES Act Grant in the amount of \$240,875.71
- A \$2,500.00 Wal-Mart Grant for medical bags was awarded to the police department. This will be used for first aid kits for vehicles.
- The Corps of Engineers is cleaning around the City of Cleveland. Ms. Hagerman noted that the Mayor and Vice-Mayor were to thank for this.
- Ms. Hagerman attended a Main Street Development Workshop. She advised that the city may need to get a group of people together for application for next year.
- Ms. Hagerman shared a 'thank you' to Chief Stout and the Cleveland Police Department that she had received from a citizen for their work helping provide necessary medical care to a citizen in need.
- Ms. Hagerman told council that she had gone to the range with the police department to watch them do their annual qualification.
- Phillip Pridgen has started working with Gaylen Vaughn.
- The airport transition is underway. Airport tenants received a letter about the new landlord and about the runway project. Ms. Hagerman shared with council that the city has received several calls from people wanting to get in hangers. She advised council that the runway is closed right now but will re-open October 17 for one day for a fly in and then the contractor will resume work again.
- Attended Hospital and OML meetings.
- Cimarron Transit has done 142 Cleveland runs in the month of September. They are working on a mobile app pilot project with an anticipated date of February 2021. They are currently looking of drivers.

- Ms. Hagerman shared a pool update, noting that the pump house is mostly done, the wall is done, and that the deck crew and fence are scheduled for next week.
- Deputy Court Clerk Sasha Denny is on maternity leave so City Hall is shorthanded.
- Bids are being accepted for the Chamber Building. Bids are due by 3:00 p.m. October 15 and will be opened on the same day at 4:00 p.m. Ms. Hagerman reminded council that there is no minimum bid but that council can reject offers.
- Chief Stout advised council that the siren project is complete. The city went from having four sirens to now having ten in the community. He also noted that it was nice that the fire department would no longer be responsible for activating the sirens.
- Chief Stout advised council that the fly in scheduled for October 17 at the Cleveland Municipal Airport would benefit LittleLighthouse.org and that it was a great cause.
- Chief Stout advised that providing the surplus tornado siren to Terlton was great because Terlton houses many kids in our school district as well as our neighbors, family, and friends.
- Librarian Michelle Miller shared that she is doing a Main Street Story Stroll over Fall Break. This consists of pages of storybooks in different storefront windows that families can walk around town and read and then come back to the library for a surprise. This is scheduled to start Tuesday evening and will only be in place for one week.
- Ms. Miller also shared that she is working on an outdoor movie on October 30. This would be located in the field behind the library. The movie showing will be Hocus Pocus. Mayor Rusher complimented Ms. Miller, letting her know that she does a great job.
- Ms. Miller also shared that the library has ten mobile hotspots that people can check out for a week at a time with unlimited usage that she has gotten through a CARES Digital Inclusion Grant. She advised that customers have reported that the hot spot service has been good.
- Mayor Rusher wanted to thank the Corps of Engineers, stating that they have done a lot of work for the City of Cleveland. He shared that the Corps of Engineers took out a fence line that was blocking water and cleaned up brush by the donut shop and all the way around the football field. Mayor Rusher noted that all of this had been done with no expense to the City of Cleveland. He wanted to personally and on behalf of the City of Cleveland thank them.
- Mayor Rusher also noted that a lot of people crossover from Terlton to Cleveland and he thinks it's fabulous that we can help them out. He also shared what a great job the cops had done with the citizen's medical issue. He noted that not everyone gets to see the good our cops do.

**20. Adjournment.** A motion to adjourn was made by Mike Carroll and seconded by David Cordle. This motion carried with the following roll call: (4-0)

**Aye:** Scott Rusher, Brian Torres, Mike Carroll, David Cordle

**Nay:** None

This meeting adjourned at 7:12 p.m.

Signature on File  
Scott Rusher, Mayor

Signature on File  
Michelle Lehnus, Clerk