

Minutes of the July 5, 2021 Regular Meeting
Cedar Valley Township Board of Trustees
Cedar Valley Clubhouse 6:00 P.M.

In Attendance:

Stan Wieczorek	Mayor
Deborah Wolek	Town Clerk
Jerry Cole	Trustee
Jayne Hill	Trustee

Absent:

Debra Shore	Treasurer
Tom Trello	Trustee
Corey Timmons	Trustee

The regular meeting was called to order at 6:00 p.m.

There were 3 citizens present; also present was Attorney Will Blocker.

The minutes were reviewed and approved for passage with the following changes: Jayne Hill requested that the words “phone book” be changed to “directory” when referring to the semi-annual publication produced by the Town for citizen reference.

Jayne Hill also would like the Clerk to not use the term Town of Cedar Valley and only reference the name as Cedar Valley. Attorney Blocker stated that per Oklahoma Municipal League and the filing made for incorporation of the town in 1982, Cedar Valley is a town and not a city. Clerk Wolek stated that it was probably a clerical error when application was made for a Federal E.I.N. number using the word City when it should have been Town. She further stated that per IRS it is a very easy fix, all Cedar Valley need do is apply for a name change similar to when a woman changes her name after marriage. The checks would not need to be changed to reflect the name change but the bank should be notified. Wolek will work toward this change with Shore. Motion made to approve the minutes as corrected made by Hill, second by Cole; Motion carried.

The Treasurer report was read by Hill in the absence of Shore. Report was accepted on a motion by Hill second by Cole. Motion carried.

Attorney Blocker addressed the Board regarding his appointment as Town Attorney. Billing was discussed and he stated he would not be billing for his drive time to the meeting today. He does bill phone calls on a rate of tenths of a minute. Blocker also asked the board to designate one person as his contact so he doesn't get calls from every trustee. Other questions asked of the attorney. *For clarification: the following questions put to the attorney were answered by him as “initial” responses and not his legal opinion.*

- Hill: Is it legal for floor nominations to the Board on the day of the election.
- Blocker: Yes, as long as that has been so stated in the posted notice of election.
- Hill: Can a candidate do “campaigning” prior to the vote taking place. At which point Wolek Interjected explaining that she was the candidate nominated and that she did introduce herself to the electors summing up her background.
- Wieczorek: can a citizen be barred from the meeting/election location. Blocker stated that they can be barred from a meeting location but not barred from being able to vote.
- Wolek: Is it legal to hold an election in a facility that sells alcohol and is open for business during the election. Blocker will look into this question.
- Wolek: Do town ordinances have to be published in a newspaper before taking effect or since there is no local paper will the website suffice. Blocker will research this.
- Wieczorek: Can the town enact a Code of Conduct for board members. Blocker responded that most towns have done this. When asked if Blocker could prepare one, Wolek mentioned that there was one already printed in the OML handbook. Blocker then stated that if one was in that publication the Town could feel secure in using it as the OML attorney is a good source.

- Hill: Can the Town draft a policy regarding the use of social media. Blocker stated he would again defer to OML.
- Cole: Referring back to the issue of publishing town ordinances stated that the Town did post them at both golf clubhouses. Blocker will research if this qualified as publication.

Wieczorek asked Kathy Sikes to update the Highway 33 issue. Kathy stated that lane departure rumble strips had been installed on the roadway. State DOT supervisor Trenton January is also looking into installing blind intersection signs and turn lanes. January also had DOT perform a state speed test and their findings were that drivers were comfortable traveling at 65 mph so at this time DOT could find no reason for lowering the speed limit. Kathy will be researching state designations of rural highway and safe speeds. There have been five (5) deaths within the past two (2) year increment. Sikes and Wieczorek discussed attending a Logan County Supervisors meeting to educate all supervisors.

OLD BUSINESS

Wolek stated that the Board needed to take formal action on the development of the greenbelt into a park space. Thereupon a motion was made by Cole, second by Hill that the approximate three (3) acres of vacant land dedicated to the Town for a greenbelt on Cedar Valley Manor and Cedar Valley Circle be designated as a town park development. Motion carried unanimously.

Because this project is one that is being cooperatively worked on by the Cedar Valley Community Foundation a motion was needed giving the go-ahead for the cooperation. A motion was made by Cole and second by Hill that the Town of Cedar Valley enter into a partnership with the Foundation to proceed with construction of a park. Motion carried unanimously.

The final item for the park project to proceed was to nominate the Clerk as coordinator with the Foundation Board following the guidelines previously approved in the TSET grant documentation. Motion to approve same was made by Hill second by Cole. Motion carried unanimously.

Wolek spoke to the Board on the status of the website as Communication Coordinator Carla Johnson could not make the meeting. She stated that the website is progressing and is an ongoing work. When asked about the postcard mailer she advised that the address labels had been typed and she would like each board member to review the list and make changes if they know someone who has moved in or out since the original directory was prepared. Hill asked to see the wording on the postcard so Wolek handed her the copy. Wolek will forward the address list to each member.

Cole then presented the Board with the letter he wrote that addressed the issue of Town Ordinance re. Weeds and Trash. Letter was reviewed by all present. When Cole was asked why letter was going out under both the signature of the Town Mayor and Jeff Martin, he explained that a "gentlemen's agreement" had been made by Jeff Martin to the people who bought vacant lots that the course would maintain their lot. Cole further stated that this was no longer feasible for the Martins and the lots are detracting from property. Attorney stated that he did not think it appropriate to have one letter being sent out signed by both the Martin Corporation and the Town. Blocker stated that it "muddies the water" and the Town needs to be a completely separate entity from the Martin Corporation. Attorney further stated that it probably would be okay to send a letter signed by the corporation in the same envelope as the Town letter but they need to be two different ones addressing the issue. A motion was then made by Hill second by Cole that two separate letters be mailed to owners. Motion carried.

Wieczorek then brought up applying for a 2021 REAP grant. He personally would like to see Par Avenue paved or a town hall building constructed. He also stated that Jeff Martin does not want to deed Par Avenue over to the town. Wolek suggested using the grant request to resurface the town roads as they are starting to deteriorate. Cole stated

that some roads had been resurfaced not too long ago. Wiczorek said a town hall would be a nice addition to the community. Wolek then asked the attorney if a vote of taxpayers would be necessary to approve such a building as it is a lasting monetary encumbrance. Attorney said he would have to look into this. No board action taken.

NEW BUSINESS

A draft of an ordinance requiring builders to put up a cash deposit prior to starting construction on any home building or repair was then reviewed by the Board. The board would like to pass the cost on the destruction of road surfaces on to the builder that makes the damage. Discussion followed. The attorney will look into the wording of an ordinance and submit same for Board action and passage. He stated he hoped to have something ready for the August meeting. No board action necessary at this time.

The town asked the attorney if the town had any municipal control on top of the C.C.&R's that each lot purchaser receives from the Martin corporation that owns all the lots. The attorney stated that C.C. & R's run with the land but he will look into what enforcement after the building that the town would have. He further stated that this would be a "long-term" project for him so he wasn't sure when he would have anything more to share with the board on this subject. No board action necessary.

Wolek asked for town funds to purchase a file cabinet that would house all town documents, minute books, ordinances and other paperwork or items that should be kept in one secured location. Discussion followed as to where to keep such a cabinet. Wolek suggested renting a storage unit and every board member holding a key if that would be board wishes. No action on a location was taken but a motion was made to allow the Clerk to purchase a cabinet at a cost not to exceed \$300.00 by Cole and second by Hill. Motion carried unanimously.

A motion was made by Hill second by Cole that the mayor be the prime contact person when communication with the attorney was necessary. Motion carried.

Wolek asked the Board to consider setting a dollar amount that could be spent under the mayor's authority without asking for prior board approval. Discussion followed and this item will be addressed at the August board meeting.

There being no further business a motion to adjourn was made by Cole and second by Hill. Motion carried. Meeting adjourned at 7:50 p.m.

Minutes submitted by Town Clerk Deborah Wolek