

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
APRIL 23, 2012

Southwest Business Products E1113067LD

Pursuant to notice as required by law, the Ponca City Board of Commissioners met in regular session at 5:30 p.m. in the Commission Chamber at City Hall, 516 E. Grand, with Mayor Homer Nicholson presiding:

Present: Homer Nicholson, Mayor  
Diane Anderson, Commissioner  
Lanita Chapman, Commissioner  
Steve Hermann, Commissioner  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: R. Mark Macy, Commissioner

Others Present: Tana McKinley, Terry Brown, Earl Watkins, Mike Lane, Butch Herring, Mike Chapman, Chris Henderson, Hong Fu, City staff; citizens; Beverly Bryant, Ponca City News.

1. Mayor Homer Nicholson called the meeting to order at 5:32 p.m.
2. Invocation – Chaplain Wes Young, Kay County Detention Center
3. Pledge of Allegiance

**\*\*CEREMONIES AND PROCLAMATIONS\*\***

None.

**\*\*CONSENT AGENDA\*\***

The Board of Commissioners found #4 and #5 non-controversial and routine in nature. Commissioner Anderson made the motion to approve the consent agenda, with the exception of item #6. Chapman seconded.

Roll: Yeas; Anderson, Chapman, Nicholson, and Hermann. Nays; None. Motion carried.

4. Consider and vote upon minutes of the Ponca City Board of Commissioners regular session held April 9, 2012.

5. **RESOLUTION NO. 5963**

***A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS AGAINST THE CITY OF PONCA CITY, OKLAHOMA.***

6. Consider and vote on an application for a rural water meter to be placed on a tract of land containing less than 5 Acres, legally described as Lots 13 thru 18, Block 2, Summit Addition to the City of Kildare, Located at the Intersection of 9<sup>th</sup> Street and Summit Avenue. Removed by Mayor Nicholson.

Commissioner Chapman left the meeting prior to consideration of Item # 6.

**\*\*ITEMS REMOVED FROM THE CONSENT AGENDA\*\***

7. Mayor Nicholson asked that Item #6 to consider and vote on an application for a rural water meter to be placed on a tract of land containing less than 5 acres, legally described as Lots 13 thru 18, Block 2, Summit Addition to the City of Kildare, located at the intersection of 9<sup>th</sup> Street and Summit Avenue be removed from the consent agenda for further consideration. City Manager Craig Stephenson stated that staff recommends approval.

Commissioner Anderson made the motion to approve Item #6, an application for a rural water meter to be placed on a tract of land containing less than 5 acres, legally described as Lots 13 thru 18, Block 2, Summit Addition to the City of Kildare, located at the intersection of 9<sup>th</sup> Street and Summit Avenue. Nicholson explained that this item was removed because it is for a water meter to be placed on a tract of land containing less than five acres. Hermann seconded.

City Manager Craig Stephenson stated that it be noted to the Commission and the Public that Commissioner Chapman left the meeting at this time as an appearance of conflict of interest to this item.

Roll: Yeas; Anderson, Hermann, and Nicholson. Nays; None. Motion carried.

Commissioner Chapman returned to the meeting at 5:38 p.m.

**\*\*COMMUNICATIONS FROM MAYOR AND COMMISSIONERS\*\***

8. Mayor Nicholson stated that there were many people scurrying around this weekend due to the Leadership Ponca City Class doing their class project, which was to clean up Ponca City. Nicholson further added about 200 to 300 people showed up to clean about forty locations in town.

Commissioner Chapman said that she attended the dedication of the Art Studio at the Marland Estate, and that if you were not able to attend it is very much worthwhile to go see.

Commissioner Anderson echoed Mayor Nicholson and Commissioner Chapman's statements and added that she would like to extend a thank you to City staff who showed up in masses to take on some big projects. Anderson stated that it was a great day in Ponca City.

Commissioner Hermann thanked Finance Director Marc Labossiere, City Manager Craig Stephenson, and Department Directors for their hard work on the budget preparation for the coming fiscal year.

**\*\*REPORTS\*\***

CITY MANAGER'S REPORT

9. City Manager Craig Stephenson reported the following:

Main Street and the City of Ponca City are teamed up to present the Earth Day Enviroman

Super Hero Sculpture Contest to local students. Sculptures have been turned in to the City Hall and are on display in the foyer. The entries were judged this weekend, April 22, 2012 (Earth Day). The artwork will be displayed the week of April 23, 2012 to April 27, 2012 in the lobby area of City Hall.

The Drug Enforcement Administration has scheduled another National Prescription Drug Take Back Day on Saturday, April 28, 2012 from 10:00 a.m. to 2:00 p.m. on the Centennial Plaza of City Hall.

The Earth Day Information Fair was held on Friday, April 20, 2012 from 9:00 am to 1:00 pm at the Hutchins Memorial. The City gave away over 200 trees at this event.

This past Sunday, the Marland Estate Walking Trail was officially opened by a ceremonial Ribbon Cutting & First Walk/Run by students of Ponca City Christian Academy. Then at 1:30 p.m., the Chamber of Commerce cut the ribbon on the newly renovated Bryant Baker Gallery & Artist Studio. The Bryant Baker Gallery was made possible by the generosity of former Mayor James McNeese, the McNeese Children and former City Manager Leon Nelson with his wife, Marcene.

The City of Ponca City was well represented at the Ponca City Day at the Capitol! On April 18, 2012 representatives from the E.W. Marland Estate, Marland's Grand Home, Wentz Golf Course, Ponca City Library, Ponca City Wi-Fi, and Engineering set up information booths on the fourth floor rotunda of the State Capitol Building to inform our State Representatives and Senators about the many unique services our community provides.

Ponca Politics will be held Friday, April 27, 2012 in the Commission Chamber of City Hall with Senator Fields and Representative Vaughan speaking. This session will be rebroadcast on the City Cable Channel 22 the following week, Monday through Sunday at 10:30 a.m., 6:30 p.m. and 9:30 p.m.

The Employee Safety Banquet will be held at Wentz Dining Hall on Tuesday, May 15 from 11:00 a.m. to 1:00 p.m.

National Day of Prayer, sponsored by the Ministerial Alliance, will be held from noon to 1:00 p.m. on Thursday, May 3, in Centennial Plaza of City Hall, with a reminder that the prayer breakfast will be at 7:00 a.m. at Eastern Heights Christian Church.

The Cimarron Public Transit Summer Youth Shuttle is a program to keep the youth active by providing transportation services to local facilities at reduced rates this summer. The Cimarron Public Transit Summer Youth Shuttle will operate May 23, 2010 through July 1, 2010 from 10:00 a.m. to 5:30 p.m., Monday through Friday. Rides are 50 cents. Destinations include but are not limited to Ponca City Public Library, Ambuc Pool, Northern Oklahoma Youth Services, Ponca City Aquatic & Family Center/YMCA, Wentz Pool and Sun N Fun. Trips to Sun N Fun are \$1.00 per ride. Rides are curb to curb and cost 50 cents for trips within the city limits. Schedule rides by calling 718-0444, between 8:00 a.m. and 4:00 p.m. Rides should be scheduled at least 24 hours in advance. All trips are scheduled on a first call basis, subject to availability. Each facility has age requirements and fees for service. Parents/guardians are responsible for determining appropriate destinations for youth prior to scheduling transportation. An adult/guardian may accompany youth at no additional charge as long as the origination and destination are the same. During this program, one adult may be considered an escort and ride free with children.

**\*\*PUBLIC HEARINGS\*\***

None.

**\*\*UNFINISHED BUSINESS\*\***

None.

**\*\*NEW BUSINESS\*\***

10. Consider and vote upon authorizing the City Clerk to advertise for bids for Project Number GEN 12-2, Guard Rail Installation on Highland Avenue Box Culvert, 189 Feet East of Irving Street.

Commissioner Chapman made the motion to approve the City Clerk to advertise for bids for Project Number GEN 12-2, Guard Rail Installation on Highland Avenue Box Culvert, 189 Feet East of Irving Street. Anderson seconded.

Roll: Yeas; Chapman, Anderson, Nicholson, and Hermann. Nays; None. Motion carried.

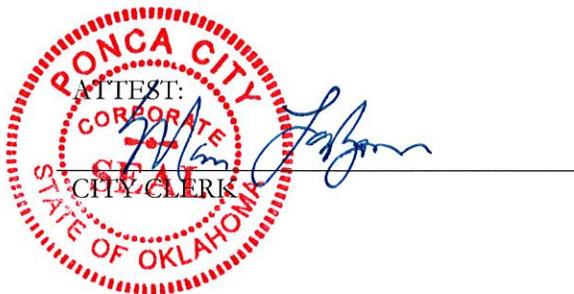
**\*\*CITIZENS COMMENTS\*\***

11. None.
12. Commissioner Anderson made the motion to adjourn the Board of Commissioners. Hermann seconded.

Roll: Yeas; Anderson, Hermann, Nicholson, and Chapman. Nays; None. Motion carried.

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:50 p.m.

*PASSED IN SESSION AND APPROVED THIS 14<sup>TH</sup> DAY OF MAY 2012.*



*Howard Nicholson*  
\_\_\_\_\_  
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
APRIL 23, 2012

Pursuant to notice as required by law, the Board of Trustees of the Ponca City Utility Authority met in regular session at 5:30 p.m. in the Commission Chamber at City Hall, 516 E. Grand, with Chairman Homer Nicholson presiding.

Present: Homer Nicholson, Chairman  
Lanita Chapman, Trustee  
Diane Anderson, Trustee  
Steve Hermann, Trustee  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Secretary

Absent: R. Mark Macy, Trustee

Others Present: Tana McKinley, Terry Brown, Earl Watkins, Butch Herring, Mike Chapman, Chris Henderson, Hong Fu, City staff; citizens; Beverly Bryant, Ponca City News

1. Chairman Homer Nicholson called the meeting to order at 5:50 p.m.

**\*\*CONSENT AGENDA\*\***

The Board of Trustees found items #2, #3, #4, and #5 noncontroversial and routine in nature by the governing body and are approved by one motion.

Trustee Anderson made the motion to approve the consent agenda. Chapman seconded.

Roll: Yeas; Anderson, Chapman, Nicholson, and Hermann. Nays; None. Motion carried.

2. Consider and vote upon the minutes of the regular session held April 9, 2012.
- 3.

**RESOLUTION NO. 826**

***A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS AGAINST THE PONCA CITY UTILITY AUTHORITY OF PONCA CITY, OKLAHOMA.***

4. Consider And Vote On Acknowledging Receipt Of Construction Permit No. SL000036120071 Public for a Sewer Improvement Line to serve the Mertz Manufacturing Facility and Construction Permit No. WL000036120153 to Relocate the Water Line on Union Street between Liberty Avenue and Hartford Avenue.
5. Consider and Vote Upon Authorizing Chairman to Submit Monthly Operating Statement to OWRB.

**\*\*ITEMS REMOVED FROM THE CONSENT AGENDA\*\***

6. None

**\*\*NEW BUSINESS\*\***

7. Consider and vote on contract with Meshek & Associates, PLC in the amount not to exceed \$28,668.00 to provide Final Design Services, Engineering Services during Construction, and Hydrology and Hydraulic Studies for the Lansbrook Culvert Improvements Project.

Trustee Chapman made the motion to approve a contract with Meshek & Associates, PLC in the amount not to exceed \$28,668.00 to provide Final Design Services, Engineering Services during Construction, and Hydrology, and Hydraulic Studies for the Lansbrook Culvert Improvements Project. Anderson seconded.

Roll: Yeas; Chapman, Anderson, Nicholson, and Hermann. Nays; None. Motion carried.

8. Consider and vote on a Construction Contract with Sober Brothers, Inc. in the amount of \$293,845.42 for the Union Street Water Line Replacement Project.

Trustee Chapman made the motion to approve a Construction Contract with Sober Brothers, Inc. in the amount of \$293,845.42 for the Union Street Water Line Replacement Project. Anderson seconded.

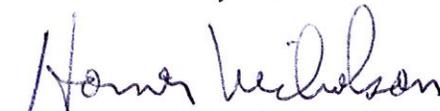
Roll: Yeas; Chapman, Anderson, Nicholson, and Hermann. Nays; None. Motion carried.

9. Trustee Anderson made the motion to adjourn the Ponca City Utility Authority. Hermann seconded.

Roll: Anderson, Hermann, Nicholson, and Chapman. Nays; None. Motion carried.

Chairman Nicholson adjourned the Ponca City Utility Authority at 6:03 p.m.

*PASSED IN SESSION AND APPROVED THIS 14<sup>th</sup> DAY of MAY 2012.*

  
\_\_\_\_\_  
CHAIRMAN:

