

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
OCTOBER 22, 2012

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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  
R. Mark Macy, Commissioner  
Diane Anderson, Commissioner  
Lanita Chapman, Commissioner  
Steve Hermann, Commissioner  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: None.

Others Present: Chris Henderson, Rhonda Skrapke, Terry Brown, Butch Herring, Earl Watkins, Tana McKinley, David Horinek, Jim Fairbanks, Mike Chapman, City staff; citizens; Beverly Bryant, Ponca City News

1. Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. Invocation – Chaplain Michael Schlichting, Salvation Army
3. Pledge of Allegiance

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

None.

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

The Board of Commissioners found #4, #5, #6, and #7 non-controversial and routine in nature. Commissioner Macy made the motion to approve the consent agenda. Chapman seconded.

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

4. Consider and vote upon minutes of the Ponca City Board of Commissioners regular session held October 8, 2012.

**RESOLUTION NO. 6003**

5. ***A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS AGAINST THE CITY OF PONCA CITY, OKLAHOMA.***
6. Consider and vote on the Oklahoma Municipal Assurance Group (OMAG) “Municipal Liability Protection Plan” for the City of Ponca City for the Policy Period November 1, 2012 through November 1, 2013.

7. Consider and vote on Agreement, Promissory Note and Mortgage between the City of Ponca City and Attucks Community Center, Inc. in the amount of \$29,500.00 for the Expenditure of Community Development Block Grant (CDBG) Funds as required by the terms of the CDBG Grant Contract.

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

8. None.

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

9. Commissioner Anderson acknowledged the 25<sup>th</sup> anniversary of Main Street.

Commissioner Macy spoke about the High Scholl football and offered congratulations on their winning their last two games.

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

10. CITY MANAGER'S REPORT

City Manager Craig Stephenson reported the following:

The City has received written confirmation from BNSF Railway, indicating their receipt of the City's Notice of Intent to create a Quiet Zone at the Prospect Crossing. BNSF has requested some additional information and staff is submitting that information. This crossing was updated in 2006 with the necessary electronics required by BNSF to accommodate a Quiet Zone crossing at this location, which means that the City will not have to spend some \$80,000.00 to upgrade the crossing. There will still need to be some improvements on the roadway, but that cost should be less than \$25,000.00. The City may be required to convene a Diagnostic Team to evaluate the pedestrian portion of the crossing. One requirement might have the City install some type of active warning device on the sidewalk that crosses this set of tracks.

In honor of Ponca City Main Street Program's 25<sup>th</sup> Anniversary, Jayne Detten, Executive Director of Ponca City Main Street is displaying several pictures of early day Ponca City in the first floor foyer as well as some early day pictures of Ponca City area on the second floor foyer. The pictures represent Ponca City from settlement to the 1930's. If you have, some time this week come to City Hall and look at early day Ponca City. This week is National Main Street Week.

The Ponca Politics session held Friday, October 19, from 11:30 a.m. to 1:00 p.m., featuring State Representative candidates Representative Steve Vaughan and Dr. Nancy Niemann, is being rebroadcast through Sunday on the City of Ponca City's cable channel 22 at 10:30 a.m., 6:30 p.m. and 9:30 p.m.

Stephenson reminded the Commission of some dates to put on their calendar:

The Veteran's Day Parade will be held on November 10, downtown and begin at 10:45 a.m.

First Annual Daddy Long Legs (aka Lew Wentz) 5K Fun Run/Walk will be held Saturday November 17 and will held downtown and begin at City Hall at 9:00 AM. Registration is available online at [www.poncacityok.gov](http://www.poncacityok.gov). Registration is \$25.00 per participant, if registered by November 9, 2012 will receive a long sleeve t-shirt.

Annual Community Tree Lighting ceremony will be held on Wednesday, November 21, at 6:00 p.m. Christmas Carols will be sung by all in attendance as well as performances from Fran's Dance.

The Annual Lighted Christmas Parade will be held on December 7, 2012, beginning at 6:00 p.m. The parade entries should be turned in by Monday, December 3, 2012. The entry forms are available online at [www.poncacityok.gov](http://www.poncacityok.gov)

11. RECEIVE BUDGET STATUS REPORT FOR THE FOURTH QUARTER ENDED JUNE 30, 2012

Finance Director Marc LaBossiere gave a report highlighting the budget status for the fourth quarter, which ended on June 30, 2012.

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

None.

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

None.

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

12. Receive a staff report on the status of the City's Community Rating System (CRS) Flood Management Program in light of the recent audit performed by Representatives from FEMA and discuss the ramifications of said audit.

Development Services Director Chris Henderson gave a report on the CRS program, an enhanced floodplain management program that the City of Ponca City participates. Henderson stated that only 11 of 370 communities in the state participate in this program, and Ponca City is one of the eleven. Henderson explained that by the City participating in this program, FEMA in turn would give discounts to those who are required to have flood insurance. Henderson further explained that being in this program the City is audited every five years.

Henderson stated that in 2003 the Commission adopted the Stormwater Utility Fee, which provided the revenue stream to create the Stormwater Program that the City has today.

13. Discuss the necessity to re-adopt the 2009 International Building Code Editions so that they may be consistent with the recent recommendations of the State's Uniform Building Code Commission (UBCC) that will soon become law.

Development Services Director Chris Henderson reported on recent changes by UBCC that

include amendments to each of the code editions. Advisory board recommends staying consistent with the state.

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

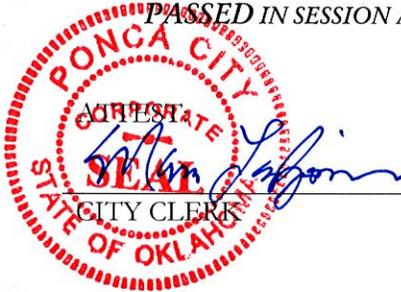
14. None.

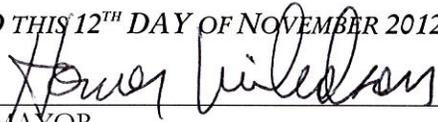
15. The motion to adjourn was made by Commissioner Chapman and seconded by Commissioner Anderson.

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:10 p.m.

PASSED IN SESSION AND APPROVED THIS 12<sup>TH</sup> DAY OF NOVEMBER 2012.



  
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY

OCTOBER 22, 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  
R. Mark Macy, Trustee  
Diane Anderson, Trustee  
Lanita Chapman, Trustee  
Steve Hermann, Trustee  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: None.

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

1. Chairman Homer Nicholson called the meeting to order at 6:11 p.m.

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

The Board of Trustees found items #2 and #3 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. Macy seconded.

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

2. Consider and vote upon the minutes of the regular session held October 8, 2012.

3. **RESOLUTION NO. 845**

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

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

4. None.

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

5. Consider and vote on the purchase of a Bomag 772 Landfill Compactor, with 5-Year Extended Warranty and Trade Allowance, in the amount of \$463,469.00 from Yellowhouse Machinery of Enid, Oklahoma.

Trustee Anderson made the motion to approve the purchase of a Bomag 772 Landfill Compactor, with 5-Year Extended Warranty and Trade Allowance, in the amount of \$463,469.00 from Yellowhouse Machinery of Enid, Oklahoma. Macy seconded.

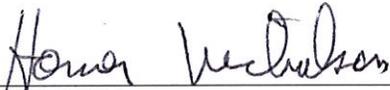
Roll: Yeas; Anderson, Macy, Nicholson, Hermann, and Chapman. Nays; None. Motion carried.

- Trustee Anderson made the motion to adjourn the meeting of the Ponca City Utility Authority. Chapman seconded.

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

Mayor Nicholson adjourned the PCUA Board of Trustees at 6:22 p.m.

*PASSED IN SESSION AND APPROVED 12<sup>TH</sup> DAY of NOVEMBER 2012.*

  
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CHAIRMAN:

