

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
JANUARY 14, 2013

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

Absent: None

Others Present: Chris Henderson, Randy Tyner, Mike Lane, Terry Brown, Pamela Salisbury, Butch Herring, Tana McKinley, Hong Fu, City staff; Debbie Meuggenborg, Debbie Eastman, Archambo & Meuggenborg, PC; citizens; Beverly Bryant, Ponca City News.

1. Mayor Homer Nicholson called the meeting to order at 5:31 p.m.
2. Invocation – Kelly Bristow, Calvary Fellowship-Ponca City Cowboy Church
3. Pledge of Allegiance

****CEREMONIES AND PROCLAMATIONS****

4. Character Trait for January: Orderliness

****CONSENT AGENDA****

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

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

5. Consider and vote upon minutes of the Ponca City Board of Commissioners regular session held December 26, 2012.

6. **RESOLUTION NO. 6012**

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

7.

RESOLUTION NO. 6013

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA, APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS AND ESTABLISHING THE TERMS OF OFFICE THEREOF

<u>Board or Commission</u>	<u>Name</u>	<u>Term</u>	<u>Term Expiration</u>
Planning Commission	Dwaine West	Appointed	2016

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

8. None.

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

9. Mayor Nicholson expressed gratitude to all in attendance, as a full slate of commissioners and staff was present.

****REPORTS****

10. CITY MANAGER'S REPORT

City Manager Craig Stephenson reported the following.

The United Way of Ponca City recognized the City of Ponca City by presenting us with their Friend of United Way Award for this year.

We have finally received word from the Oklahoma Department of Commerce that they have released the FY 11 CDBG funds that were reallocated: Home Buyers Assistance \$20,000, Special Services \$13,559.00, Demolition \$25,500.00 and Attucks roof repairs \$29,500.00.

The retro fitting of some 12 traffic intersection signals is under way; we are adding the permissive left turn signal to several intersections in town to enhance traffic flow.

A TRC was held last week on the Senior Housing project going in at Waverly and Highland; they plan to start construction on the property late March or April.

The City did receive our ISO review back and effective April 1, 2013 the communities Fire Protection Class will go from a Class 4 to a Class 3 which in theory should reduce the cost of property insurance to those that live in the City. Chief Herring did a great job in working with the rater and in making improvements to the operational side of the fire service. The water supply side has also made great strides in areas important to the ISO rating as well, kudos to them also.

We are planning to have a Work Session on January 22, which is the Tuesday after Martin Luther King Jr. Holiday. This is just an FYI for your calendar.

On February 8, 2013 I will be attending the Oklahoma Municipal League and the Oklahoma Municipal Utility Providers Water and Environmental Summit in Oklahoma City.

We will be holding Active Shooter training for all of the City employees January 23-25. We will also be providing each one of them a hand out on "Emergency Procedures For All Employees". I have provided each of you a hard copy of the handout as well. This training will be done by the Ponca City Police Department. The framework of the training is based on information received from the Department of Homeland Security.

11. RECEIVE PROGRESS REPORT ON PROJECT NO. GEN 10-5, BRIDGE RECONSTRUCTION ON L. A. CANN OVER LAKE PONCA.

Traffic Engineering Manager Mike Lane gave an update to the Commission on the progress of the reconstruction of the bridge on L.A. Cann over Lake Ponca.

****PUBLIC HEARINGS****

12A. Conduct a Public Hearing on Subparagraph (B) Hereof.

Development Services Director Chris Henderson explained to the Commission that he had received a zoning petition for property located at 1017 N. First Street. Henderson stated that the petition concerns two vacant residential lots located in the 1000 block of North First Street. The petition comes before the Commission for approval to construct a personal storage building on the vacant lot to accommodate a motor home and several other vehicles and equipment.

Henderson further added that the applicant is seeking C-1 Light Commercial, if the C-1 were granted then a larger building may be constructed, one measuring up to 2100 square feet in area, and increase the height limitation to 35 feet.

Jane Wilson, 3 Rockview Road, expressed a desire to re-zone the property to construct a metal storage building to house their RV. Ms. Wilson explained to the Commission why it would be beneficial to her to be able to utilize this property for a storage building for her RV., and other items.

Discussion ensued.

This being a Public Hearing Mayor Nicholson opened the floor to the public. With no one coming forward to speak, Mayor Nicholson closed the Public Hearing.

12B. **ORDINANCE NO. -DID NOT PASS**

AN ORDINANCE ZONING REAL PROPERTY DESCRIBED AS LOTS 35 AND 36, BLOCK 3, WETZEL ADDITION TO THE CITY OF PONCA CITY, LOCATED AT 1017 NORTH FIRST STREET, C-1 LOCAL COMMERCIAL DISTRICT, AND DIRECTING THE DEVELOPMENT SERVICES DIRECTOR TO CHANGE THE OFFICIAL ZONING MAP OF THE CITY ACCORDINGLY, AND DIRECTING THE CITY CLERK TO FILE OF RECORD.

Commissioner Anderson made the motion to approve the Ordinance zoning real property described as Lots 35 and 36, Block 3, Wetzel Addition to the City of Ponca City, located at 1017 North First Street, C-1 Local Commercial District, and directing the Development Services Director to change the official zoning map of the city accordingly, and directing the

City Clerk to file of record. Hermann seconded.

Roll: Yeas; Chapman, Nicholson Nays; Macy, Anderson, and Hermann. Motion did not pass.

****UNFINISHED BUSINESS****

None.

****NEW BUSINESS****

13. Receive Fiscal Year 2011-12 Annual Financial Statements and Accompanying Independent Auditor's Report for the City of Ponca City, Oklahoma from Archambo & Mueggenborg, PC for the Fiscal Year ended June 30, 2012.

Commissioner Chapman made the motion to accept the 2011-12 Annual Financial Statements and Accompanying Independent Auditor's Report for the City of Ponca City, Oklahoma from Archambo & Mueggenborg, PC for the Fiscal Year ended June 30, 2012. Hermann seconded

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

****CITIZENS COMMENTS****

14. Anton Epp, 1029 Brentwood Drive, noted that we are in a drought and encouraged the Commission to formulate a plan for water use restrictions as well as giving an example of how residents can conserve water.
15. The motion to adjourn was made by Commissioner Anderson and seconded by Commissioner Hermann.

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

Mayor Nicholson adjourned the Board of Commissioners meeting 6:52 p.m.



IN SESSION AND APPROVED THIS 28TH DAY OF JANUARY 2013.

Howe Wilkerson

MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
January 14, 2013

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

Absent: None.

Others Present: Chris Henderson, Randy Tyner, Terry Brown, Pamela Salisbury, Butch Herring, Tana McKinley, Hong Fu, City staff; Debbie Meuggenborg, Debbie Eastman, Archambo & Meuggenborg, PC; Beverly Bryant, Ponca City News

1. Chairman Homer Nicholson called the meeting to order at 6:52 p.m.

****CONSENT AGENDA****

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

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

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

2. Consider and vote upon the minutes of the regular session held December 26, 2012.

3. **RESOLUTION NO. 851**

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

4. Consider and vote on Change Order No. 2 to construction contract with Matthews Trenching Company for the Stoneridge Liftstation Elimination Project in the deduct amount of \$5,972.50.

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

5. None

****NEW BUSINESS****

- 6.. Receive Fiscal Year 2011-12 Annual Financial Statements and Accompanying Independent Auditor's Report for the City of Ponca City, Oklahoma from Archambo & Mueggenborg, PC for the Fiscal Year ended June 30, 2012.

Trustee Anderson made the motion to accept the Fiscal Year 2011-12 Annual Financial Statements and Accompanying Independent Auditor's Report for the City of Ponca City, Oklahoma from Archambo & Mueggenborg, PC for the Fiscal Year ended June 30, 2012. Chapman seconded.

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

7. Trustee Macy made the motion to adjourn the meeting of the Ponca City Utility Authority. Chapman seconded.

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:57 p.m.

PASSED IN SESSION AND APPROVED THIS 11TH DAY of FEBRUARY 2012.



TRUST SECRETARY

Howard Nicholson

CHAIRMAN: