

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
February 24, 2014

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

Absent: Steve Hermann, Commissioner

Others Present: Tana McKinley, Chris Henderson, Jim Sindelar, Jim Fairbanks, Mike Lane, Terry Brown, Hong Fu, Don Bohon, Sherri Tapp, Pamela Salisbury, Butch Herring, Darwin Haney, Johnny Barron. City staff; Mary Beth Moore, Commissioner-elect; citizens.

1. CALL TO ORDER  
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Pastor Don Huddleston, Hartford Avenue Church of Christ
3. PLEDGE OF ALLEGIANCE

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

4. Presentation Of Service Medallion To Commissioner Anderson
5. Oath Of Office For Commissioners Lanita Chapman and Mary Beth Moore

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

The Board of Commissioners found items #6 through #8 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda as presented. Commissioner Macy seconded.

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

6. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Work Session Held February 3, 2014 And Regular Session Held February 10, 2014.
7. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6084**

***A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.***

8. Consider And Vote On Awarding The Audit Of Financial Statements For Fiscal Year 2013-14 (Year Ending June 30, 2014) In A Total Amount Not To Exceed \$45,000 To Archambo & Mueggenborg, PC, Certified Public Accountants Of Bartlesville, Oklahoma.

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

9. None.

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

10. Mayor Homer Nicholson expressed his appreciation and admiration to Alex Lin, for playing the piano during the reception prior to the meeting. Nicholson then thanked Commissioner Diane Anderson for her contribution to the City of Ponca City and wished her the best. Nicholson welcomed Commissioner Mary Beth Moore and told her that he looked forward to working with her.

Commissioner Diane Anderson thanked her employer, her family and various city staff for their support and assistance during her years of service. Commissioner Lanita Chapman stated that she will miss Commissioner Anderson and also welcomed Commissioner Moore. Commissioner Mark Macy thanked Commissioner Anderson for her years of service as well as the knowledge she has shared with him.

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

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson expressed gratitude from himself as well as City staff to Commissioner Anderson for her years of dedicated service to the community. Stephenson also thanked Commissioner Chapman for her service and looked forward to continued success for the organization and community. Stephenson then welcomed new Commissioner-elect Mary Beth Moore and stated that he looked forward to working with her on the City Commission.

Next, Stephenson announced that the first Ponca Politics of the season with our State delegation will be this Friday, February 28, 2014 beginning at noon in the Commission Chambers, with Senator Eddie Fields and Representative Steve Vaughn.

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

12. Consider And Vote Upon A Construction Contract In The Amount Of \$1,473,547 With Urban Contractors, Inc. For The Ponca City Refinery Sewer Interceptor Replacement Project.

Commissioner Anderson abstained from voting as she is employed by Phillips 66.

Commissioner Macy made the motion to approve item 12 as presented. Commissioner Chapman seconded.

Roll: Yeas; Macy, Chapman, Nicholson. Nays; Anderson (abstention). Motion carried.

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

13. None.

14. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:58 p.m.

*PASSED IN SESSION AND APPROVED THIS 10<sup>TH</sup> DAY OF MARCH 2014.*



*Nona Nicholson*  
\_\_\_\_\_  
MAYOR

ATTEST:

*[Signature]*  
\_\_\_\_\_  
CITY CLERK



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
February 24, 2014

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  
R. Mark Macy, Trustee  
Diane Anderson, Trustee  
Craig Stephenson, City Manager  
Kevin Murphy, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Steve Hermann, Trustee

Others Present: Tana McKinley, Jim Sindelar, Jim Fairbanks, Terry Brown, Don Bohon, Sherri Tapp, Pamela Salisbury, Butch Herring, Darwin Haney, Johnny Barron. City staff; Mary Beth Moore, Commissioner-elect; citizens

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 5:58 p.m.

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

The Board of Trustees found items #2 through #7 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. Trustee Chapman seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held February 10, 2014.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 889**

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

4. Consider And Vote Upon A Resolution Amending The Operating Budget Of Various Funds Of The Ponca City Utility Authority, As Detailed On Amendment #7, For Fiscal Year 2013-14.

**RESOLUTION NO. 890**

***A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS FUNDS OF THE PONCA CITY UTILITY AUTHORITY, AS DETAILED ON AMENDMENT #7, FOR FISCAL YEAR 2013-14.***

5. Consider And Vote Upon Authorizing Chairman To Submit Monthly Operating Statement To OWRB.
6. Consider And Vote On Write Off Of Ponca City Utility Authority Accounts With Delinquent Balances And Transfer Of Uncollectible Accounts To Credit Bureau Services Association For Further Collection.
7. Consider And Vote On Acknowledging Receipt Of Construction Permit #WL000036130772 For US Hwy 60 Water Main Relocation Project That Is Associated With ODOT's Highway Improvements And Construction Permit #SL000036131007 For Phillips 66 Ponca City Refinery Sewer Interceptor Replacement Project To Serve The Customers Of Southwest Ponca City.

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

8. None.

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

9. Consider And Vote Upon Request For Authorization To Advertise For Bids For "Frazier Park Detention Pond" Project No. PCUA 14-2.

Trustee Anderson made the motion to approve item #9. Trustee Macy seconded.

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

10. ADJOURN

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

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:11 p.m.

*PASSED IN SESSION AND APPROVED THIS 10<sup>TH</sup> DAY of March 2014.*



ATTEST:

  
TRUST SECRETARY

  
CHAIRMAN: