

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

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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  
Mary Beth Moore, Commissioner  
Steve Hermann, Commissioner  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: R. Mark Macy, Commissioner  
Lanita Chapman, Commissioner

Others Present: Don Bohon, Terry Brown, Jim Sindelar, Chris Henderson, Mike Lane, Rhonda Skrapke, Anthony Rogers, Tana McKinley, Hong Fu, City staff; Jayne Detten, Main Street; citizens.

1. CALL TO ORDER  
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Reverend Bruce Taylor, First Presbyterian
3. PLEDGE OF ALLEGIANCE

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

The Board of Commissioners found items #4 through #7 non-controversial and routine in nature. Commissioner Moore made the motion to approve the consent agenda as presented. Commissioner Hermann seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held March 10, 2014 And Work Session Held March 17, 2014.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6087**

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

6. Consider And Vote Upon A Resolution 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>
Marland Estate Commission	Mert Martens	Appointed	2017
Marland Estate Commission	Michael Smith	Re-Appointed	2017
Ponca City Housing Authority	James Roland	Re-Appointed	2017

**RESOLUTION NO. 6088**

***A RESOLUTION APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS  
AND ESTABLISHING THE TERMS OF OFFICE THEREOF***

7. Consider And Vote Upon Request For Authorization To Advertise For Bids For "Ash Street Improvement Project-Phase 2, Liberty Avenue To Emporia Avenue" Project No. GEN 14-5.

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

8. None.

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

9. None.

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

10. CITY MANAGER'S REPORT

City Manager Craig Stephenson announced the City's Annual Spring Cleanup will be April 5 through April 12, 2014. During this time Ponca City residents are encouraged to place extra unwanted items in their regular trash pickup area for the crews to pick up or haul it to the landfill and dump it free of charge. In conjunction with the Spring Cleanup, the City's one-day Citywide Garage Sale event is scheduled to be held on Saturday, April 5, 2014. In case of inclement weather, the event will be held on Saturday, April 12, 2014.

Stephenson then stated the Earth Day Celebration will be held on April 22, 2014 from 9:00 a.m. till 1:00 p.m. at the Hutchins Auditorium. There will be giveaways, earth care activity books and information handouts regarding stormwater runoff, landscaping to save water, planting trees to save energy and recycling information. Approximately 200 trees will be given away on a first come first served basis starting at 9:00 a.m. The Community Share Shredder will also be available at Hutchins to receive those papers we should shred rather than dump in the trash. Documents are limited to household documents only and two boxes per household.

Stephenson shared that he and Mayor Homer Nicholson toured the new Consolidated Oilwell Services facility noting that it is an impressive building and a large commitment to the Ponca City community. The company will do all their corporate wide training at this facility as well.

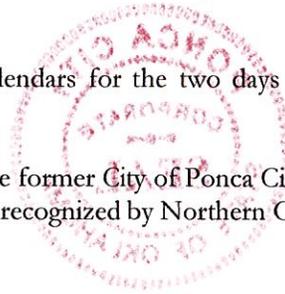
Stephenson informed all that the Wings of Rotary were in town last week and made a brief stop in City Hall and toured the Commission Chambers, they really enjoyed getting their picture taken at the Dias.

Stephenson then noted the Ponca City Development Authority will be sponsoring an Economic Development Conference on April 3, 2014 at Pioneer Technology Center.

Stephenson let everyone know that the Ponca City Leadership Class will have their local government day on Wednesday, April 9, 2014. As in the past, anyone attending will have lunch with them at Enrique's at 11:20 a.m. and OMPA will be sponsoring the luncheon. Please let Jan Rodd know that you plan to attend.

Stephenson reminded everyone to clear their calendars for the two days of Budget Work Sessions being held on April 21 and 22, 2014.

Stephenson ended with the announcement that the former City of Ponca City Chief of Police and current US Marshall, Clayton Johnson will be recognized by Northern Oklahoma College as distinguished alumni on Saturday April 5, 2014.



11. MAIN STREET REPORT

Main Street Executive Director Jayne Detten gave an update on the organization's successes and current efforts.

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

12. Consider And Vote On A Request From Leadership Ponca City 2014 To Grant A Variance To The Alcoholic Beverage Ordinance To Allow For The Sale And Consumption Of Beer/Wine By A Licensed Caterer At The "Battle Of The Burger-The Cook To Off Hunger" To Be Held Saturday, April 26, 2014 From 11:00 AM-4:00 PM At Lake Ponca Event Area.

Commissioner Hermann made the motion to approve the variance without wine included. Commissioner Moore seconded.

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

13. Consider And Vote Upon Awarding Bid In The Amount Of \$264,016.05 For Project Number GEN 14-4, Sidewalk Improvements On Grand Avenue, Third Street To Sixth Street, To S & J Construction Specialists Of Sapulpa, Oklahoma

Commissioner Hermann made the motion to approve item 13. Commissioner Moore seconded.

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

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

14. None.

ADJOURN

- 15.

The motion to adjourn was made by Commissioner Moore and seconded by Commissioner Hermann.

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:09 p.m.

***PASSED IN SESSION AND APPROVED THIS 14<sup>TH</sup> DAY OF APRIL 2014.***



*Hong Nicholson*  
\_\_\_\_\_  
MAYOR

ATTEST:

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

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
March 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  
Mary Beth Moore, Trustee  
Steve Hermann, Trustee  
Craig Stephenson, City Manager  
Kevin Murphy, Trust Attorney  
Marc LaBossiere, Secretary

Absent: R. Mark Macy, Trustee  
Lanita Chapman, Trustee

Others Present: Terry Brown, Chris Henderson, Anthony Rogers, Tana McKinley, Hong Fu, City staff; citizens.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 6:09 p.m.

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

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

Trustee Hermann made the motion to approve the consent agenda. Trustee Moore seconded.

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

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

**RESOLUTION NO. 892**

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

4. Consider And Vote Upon Authorizing Chairman To Submit Monthly Operating Statement To OWRB.
5. Consider and Vote on Change Order No. 1, in the Deduct Amount of \$1,379.54, to the Construction Contract with Sober Brothers, Inc. for the US-60 Water Utility Relocation Project.

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

6. None.

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

None

7. ADJOURN

Trustee Moore made the motion to adjourn the meeting of the Ponca City Utility Authority. Trustee Hermann seconded.

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:13 p.m.

*PASSED IN SESSION AND APPROVED THIS 14<sup>TH</sup> DAY of April 2014.*



ATTEST:

  
\_\_\_\_\_  
TRUST SECRETARY



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CHAIRMAN: