

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
April 14, 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: Jim Sindelar, Terry Brown, Chris Henderson, Aaron Michaud, Anthony Rogers, Butch Herring, Randy Tyner, Jim Fairbanks, Johnny Barron, City staff; David Cummings, citizens.

1. CALL TO ORDER  
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Reverend David Frees, St Luke's Nazarene
3. PLEDGE OF ALLEGIANCE

**-\*\*CEREMONIES & PROCLAMATIONS\*\***

4. Character Trait For April: Creativity
5. Fair Housing Proclamation

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

The Board of Commissioners found items #6 through #9 non-controversial and routine in nature. Commissioner Hermann made the motion to approve the consent agenda as presented. Commissioner Moore seconded.

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

6. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held March 24, 2014
7. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6089**

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

8. 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>
Historic Preservation Advisory	Robert V. Bodick	Appointed	2017
Marland Estate Commission	Brook Lindsay	Appointed	2017
Marland Estate Commission	Chelsea McConnell	Appointed	2017
Park & Recreation Advisory	Kimberly Bivins	Appointed	2017
Park & Recreation Advisory	Wes Young	Re-Appointed	2017

**RESOLUTION NO. 6090**

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

9. Consider And Vote Upon Resolution Designating Certain City Employees As Purchasing Officers With Authority To Make Purchases Against City And Municipal Trust Appropriations.

**RESOLUTION NO. 6091**

***A RESOLUTION DESIGNATING CERTAIN CITY EMPLOYEES AS PURCHASING OFFICERS WITH AUTHORITY TO MAKE PURCHASES AGAINST CITY AND MUNICIPAL TRUST APPROPRIATIONS.***

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

10. None.

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

11. Mayor Homer Nicholson expressed gratitude to the citizens who participated in the Spring Clean Up Week. Mayor Nicholson also thanked the Ponca City Leadership class, who toured City facilities last week

Commissioner Mary Beth Moore expanded on the Mayor's comments and the positive experience the Leadership class had during the tour of all the departments within the City.

Commissioner Steve Hermann also thanked City staff who worked with the community on Spring Clean Up Week, and getting the town clean.

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

12. CITY MANAGER'S REPORT

City Manager Craig Stephenson reminded everyone that this Friday, April 18, 2014 is a City holiday, and therefore the City offices will be closed. Also, next Monday and Tuesday April 21 and 22, 2014 are the two days of Budget Work Sessions.

Stephenson announced the Earth Day Celebration to be held on April 22, 2014 from 9:00 a.m. to 1:00 p.m. at the Hutchins Auditorium. The Community Share Shredder will also be available at the Hutchins to receive those papers we should shred rather than dump in the trash.

Stephenson informed all of the 18<sup>th</sup> Annual City of Ponca City Safety Awards Luncheon to be held Thursday, April 24, 2014, at Wentz Mess Hall from 11:00 a.m. to 1:00 p.m. The Luncheon is for those employees reaching five-year milestones such as a 5 year, 10 year, 15 year, and so on.

Stephenson noted the Ponca City Police Department will be holding a prescription drug take program on April 26, 2014 in conjunction with the National Drug Take Back Program. The event will be at City Hall in the Police Command Vehicle. The event will run from 2:00 p.m. to 4:00 p.m. There is a Drug Take Back container located in the lobby of the Ponca City Police Department that can be utilized year round by the public.

Stephenson stated that the Ponca City Leadership 2014 class project is the Battle of the Burger event to be held on Saturday, April 26, 2014 at Lake Ponca. This event will run from 11:00 a.m. to 4:00 p.m. There will be live music and some of the area's best chefs.

Stephenson welcomed the Ponca City News new reporter, Steven Dye to the meeting.

Stephenson's final note was that there would not be an executive session as stated on the agenda due to only having three commissioners present and it would be rescheduled at a later date.

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

13A. Conduct A Public Hearing On Subparagraph (B) Hereof.

No public comment.

13B. Consider And Vote On Ordinance Zoning Real Property Described As A Portion Of The SW/4 Of Section 10, Township 26 North, Range 2 East, I.M., More Particularly Described Below, Located At 401 East Prospect Avenue, C-2 General 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.

**ORDINANCE NO. 6186**

***AN ORDINANCE ZONING REAL PROPERTY DESCRIBED AS A PORTION OF THE SW/4 OF SECTION 10, TOWNSHIP 26 NORTH, RANGE 2 EAST, I.M., MORE PARTICULARLY DESCRIBED BELOW, LOCATED AT 401 EAST PROSPECT AVENUE, C-2 GENERAL 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 Hermann made the motion to approve item 13B zoning ordinance. Commissioner Moore seconded.

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

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

None

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

14. None.

**RECESS TO PONCA CITY UTILITY AUTHORITY MEETING**

The City Commission did not recess to the Ponca City Utility Authority meeting due to the executive session being cancelled.

15. Entertain Motion To Enter Executive Session Pursuant To Title 25 Section 307 Oklahoma Statutes For Purposes Of Discussing Negotiations With The International Association of Fire Fighters (IAFF).

Mayor Nicholson announced there would be no executive session as only three commissioners in attendance.

16. Return To Regular Session And Take Any Necessary Action, If Appropriate, On Items Discussed In Executive Session.

Mayor Nicholson announced this item was removed due to the executive session being cancelled.

17. ADJOURN

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

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

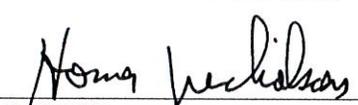
Mayor Nicholson adjourned the Board of Commissioners meeting at 5:53 p.m.

***PASSED IN SESSION AND APPROVED THIS 28<sup>TH</sup> DAY OF APRIL 2014.***

ATTEST:

  
CITY CLERK



  
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
April 14, 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: Hong Fu, Jim Sindelar, Terry Brown, Chris Henderson, Aaron Michaud, Anthony Rogers, Butch Herring, Randy Tyner, Jim Fairbanks, Johnny Barron, City staff; citizens

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 5:53 p.m.

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

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

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

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held March 24, 2014.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 893**

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

4. Consider And Vote On Acknowledgment And Approval Of Septic Hauler Use Permit For Cary's Septic Cleaning, LLC And DEQ Consent Form For Remainder Of Calendar Year 2014.

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

5. None.

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

6. Consider And Vote On A Construction Contract In The Amount Of \$357,999.60 With Sober Brothers, Inc. For The Union Street Water Line Replacement Project (Phase II).

Trustee Hermann made the motion to approve item #6. Trustee Moore seconded.

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

7. Consider And Vote On Purchase Of A Current Year Model Hydraulic Digger Derrick Truck In The Amount Of \$198,023 From Altec Industries.

Trustee Moore made the motion to accept the recommended bid and make the purchase. Trustee Hermann seconded.

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

8. Consider And Vote Upon Awarding The Contract And Authorizing The Execution Of The Contract Documents In The Amount Of \$82,340 To Sober Brothers, Inc. Of Ponca City, Oklahoma For "Frazier Park Detention Pond" Project No. PCUA 14-2.

Trustee Hermann made the motion to approve item #8. Trustee Moore seconded.

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

9. ADJOURN

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

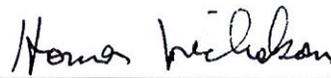
Roll: Yeas; Moore, Hermann, Nicholson. Nays; None. Motion carried.

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:08 p.m.

***PASSED IN SESSION AND APPROVED THIS 28<sup>TH</sup> DAY of April 2014.***

ATTEST:

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

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