

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
July 28, 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  
R. Mark Macy, Commissioner  
Mary Beth Moore, Commissioner  
Steve Hermann, Commissioner  
Craig Stephenson, City Manager  
Marc LaBossiere, Finance Director/City Clerk

Absent: Lanita Chapman, Commissioner  
Kevin Murphy, City Attorney

Others Present: Tana McKinley, Jim Fairbanks, Mike Lane, Phil Johnston, Don Bohon, Butch Herring, Terry Brown, Anthony Rogers, Johnny Barron, John Warner, City staff; David Myers, PCDA; citizens; Steve Dye, Ponca City News.

1. CALL TO ORDER  
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Pastor Larry Metzger, First Christian Church
3. PLEDGE OF ALLEGIANCE

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

The Board of Commissioners found items #4 through #8 non-controversial and routine in nature. Commissioner Macy made the motion to approve the consent agenda as presented. Commissioner Hermann seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Work Session Held July 7, 2014 And Regular Session Held July 14, 2014.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6116**

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

6. Consider And Vote Upon A Resolution Amending The Operating Budget Of Various City Funds, As Outlined On Amendment #2, For Fiscal Year 2014-15.

**RESOLUTION NO. 6117**

***A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS CITY FUNDS, AS OUTLINED ON AMENDMENT #2, FOR FISCAL YEAR 2014-15***

7. 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. 6118**

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

8. Consider And Vote On The Agreement With The Ponca City Public Schools To Receive Reimbursement In The Amount Of \$105,679.56 For Providing School Resource Officers For The 2014-2015 School Year.

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

9. None.

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

10. Commissioner Mary Beth Moore praised the Ponca City Main Street and the volunteers who made the Downtown Crazy Days and Chill Garden event a success last Friday evening, July 25, 2014.

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

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson notified the public that a child care consortium is requesting community input on child care in Ponca City. The surveys are scheduled to be inserted into Ponca City Utility Authority August billing cycles. Information given will be anonymous and used to help assess child-care needs. The survey will be printed in both Spanish and English.

Stephenson invited everyone to attend a Lunch & Learn to find out how your local business, restaurant, school, community, and campus can become "certified healthy" and the benefits of becoming certified healthy. This event will be held on Thursday, August 7, 2014 at 11:30 a.m. to 1:00 p.m. in the City Commission Chamber at City Hall. Lunch and drinks will be provided. Please RSVP by August 1, 2014 to the Chamber of Commerce at 765-4400.

Stephenson noted that poetry entries are being sought from poets who are 50 years or older for the 7<sup>th</sup> Annual Ponca City Area Senior Poetry Contest sponsored by the Ponca City Senior Advisory Board. Winners will be notified by Monday, August 11, 2014, so that they may attend and be recognized during the 9<sup>th</sup> Annual Successful Aging Expo which will be held at the First Christian Church located at 210 N. 5<sup>th</sup> Street in Ponca City from 9:00 a.m. until 3:00 p.m. Saturday, August 16, 2014.

Stephenson reminded the public that the City of Ponca City's Municipal Ordinance is very clear when referring to the necessity to leash dogs and cats and prohibiting them from running at large. The ordinance states: It shall be unlawful for any person to allow or permit

any animal under his care or control to be at large within the limits of the city. The ordinance clearly defines the term "at large" as when the animal is not under restraint.

Stephenson announced that Public Technology Institute, PTI, recognized the City of Ponca City as a 2013-14 Solutions Award Winner for its Community Infrastructure and Disaster Recovery project.

Stephenson informed the public that outdoor warning sirens are used to alert the public of all kinds of critical events, not just tornadoes. This system will be used if there is local flooding, a hazardous chemical release, or any other event that would put the public at risk. Turn on your local TV or radio station to find out what is going on, and take shelter immediately.

12. Ponca City Police Department 2013 Annual Report

Police Chief Don Bohon presented an annual report from calendar year 2013, including the department's mission, staffing, officer training, calls for service, and crime statistics.

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

13. Consider And Vote Upon Authorizing The City Clerk To Advertise For Bids For Project Number GEN 14-6, Curb Replacement, Overlay, And Sidewalk Repairs On Oak Street, Otoe To Grand.

Commissioner Hermann made the motion to approve item #13. Commissioner Macy seconded.

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

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

14. None.

**RECESS TO PONCA CITY UTILITY AUTHORITY MEETING**

Commissioner Hermann made the motion to recess to the Ponca City Utility Authority meeting. Commissioner Macy seconded.

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

Mayor Nicholson recessed to the Ponca City Utility Authority meeting at 6:12 p.m.

At 6:21 p.m. the Commission returned to regular session.

15. Receive Ponca City Development Authority Review.

PCDA Executive Director David Myers gave a brief overview of current economic activity in Ponca City, including the current unemployment rate of 3%, projects with new and expanding employers, and job opportunities available today in the community.

16. Entertain Motion To Enter Executive Session Pursuant To Title 25 Section 307 Oklahoma Statutes For Purposes Of Conferring On Matters Pertaining To Economic Development Upon Finding That The Matter To Be Discussed Would Interfere With The Development Of Products Or Services Or If Public Disclosure Would Violate The Confidentiality Of The Business.

At 6:33 p.m. a motion was made by Commissioner Macy to enter into executive session. Commissioner Hermann seconded.

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

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

The Board Of Commission returned to regular session with no action being taken.

18. ADJOURN

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

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

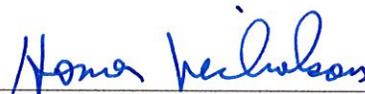
Mayor Nicholson adjourned the Board of Commissioners meeting at 6:53 p.m.

***PASSED IN SESSION AND APPROVED THIS 11<sup>TH</sup> DAY OF AUGUST 2014.***



ATTEST:

  
CITY CLERK

  
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
July 28, 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  
R. Mark Macy, Trustee  
Mary Beth Moore, Trustee  
Steve Hermann, Trustee  
Craig Stephenson, City Manager  
Marc LaBossiere, Secretary

Absent: Lanita Chapman, Trustee  
Kevin Murphy, Trust Attorney

Others Present: Tana McKinley, Jim Fairbanks, Phil Johnston, Butch Herring, Terry Brown, Anthony Rogers, John Warner, Johnny Barron, City staff; David Myers, PCDA; citizens; Steve Dye, Ponca City News.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 6:12 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 Macy made the motion to approve the consent agenda. Trustee Moore seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held July 14, 2014.

3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 904**

***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\*\***

5A. Consider And Vote On Contract With Townsend Tree Co. In The Amount Of \$97,014 For Tree And Brush Trimming Of Areas 1 And 2.

Trustee Macy made the motion to approve a contract with Townsend Tree Co. for areas 1 and 2. Trustee Hermann seconded.

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

- 5B. Consider And Vote On Contract With Asplundh Tree Expert Co. In The Amount Of \$192,000 For Tree And Brush Trimming Of Areas 10, 17, And 20.

Trustee Macy made the motion to approve item #5B as presented. Trustee Moore seconded.

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

- 5C. Consider And Vote On Contract With Asplundh Tree Expert Co. For Hourly Tree And Brush Trimming.

Trustee Macy made the motion to approve item #5C as presented. Trustee Hermann seconded.

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

6. ADJOURN

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

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:21 p.m.

***PASSED IN SESSION AND APPROVED THIS 11<sup>TH</sup> DAY of August 2014.***



ATTEST:

  
TRUST SECRETARY

  
CHAIRMAN