

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
December 23, 2013

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

Absent: None

Others Present: Jim Sindelar, Randy Tyner, Johnny Baron, Phil Johnston, Steve Sullivan, Chris Henderson, Hong Fu, City staff; Mary Beth Moore, citizens.

1. CALL TO ORDER  
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Chaplain Michael Schlichting, Salvation Army
3. PLEDGE OF ALLEGIANCE

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

The Board of Commissioners found items #4 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, Hermann. Nays; None. Motion carried.

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held December 9, 2013.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6077**

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

6. 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. 6078**

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

7. Consider And Vote On An Agreement Between The City Of Ponca City And Ponca City Main Street For The Development Of A Downtown Park At The Corner Of 4<sup>th</sup> And Grand Avenue "Veterans Plaza."
8. Consider And Vote Upon Change Order No. 1 In The Deduct Amount Of \$4,782.61 To Construction Contract With Sober Brothers Inc. For The Installation Of Raw Water Transmission Line Project.

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

9. None.

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

10. Commissioner Steve Hermann expressed gratitude to Mayor Nicholson for representing the City at the ribbon cutting ceremony of the new Osage Casino which took place earlier in the day.

Commissioner Mark Macy elaborated on the value of relationships for everyone involved in the ceremony.

Commissioner Diane Anderson wished all a Merry Christmas and Happy New Year, and reminded everyone to be safe for the holidays.

Commissioner Lanita Chapman echoed the same sentiments and wished all a safe and Merry Christmas and Happy New Year.

Mayor Homer Nicholson complimented the Street Department for their outstanding job of clearing and maintaining the streets during the recent ice and snow storm.

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

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson announced City offices will be closed for the next two days, December 24<sup>th</sup> and 25<sup>th</sup>, 2013 for the Christmas holiday and there would be no work session Monday, December 30, 2013 as it is the fifth Monday of the month.

12. RECEIVE BUDGET STATUS REPORT FOR THE FIRST QUARTER ENDED SEPTEMBER 30, 2013.

City Finance Director Marc LaBossiere reviewed the first quarter fiscal year results for several funds of the City and PCUA.

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

13. Consider And Vote On Awarding The Design Build Contract In The Amount Of \$75,000 For The Construction And Installation Of The Liberty Park ADA Themed Play Structure To Noah's Park, Option 1.

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

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

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

14. None

15. ADJOURN

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

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

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

*PASSED IN SESSION AND APPROVED THIS 13<sup>TH</sup> DAY OF JANUARY 2014.*



ATTEST:

DEPUTY CITY CLERK

MAYOR



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
December 23, 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  
Lanita Chapman, Trustee  
R. Mark Macy, Trustee  
Steve Hermann, Trustee  
Diane Anderson, Trustee  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Secretary

Absent: None

Others Present: Randy Tyner, Johnny Baron, Phil Johnston, Steve Sullivan, Chris Henderson, Hong Fu, City staff; Mary Beth Moore, 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 #6 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 Hermann seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held December 9, 2013.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 884**

***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 #4, For Fiscal Year 2013-14.

**RESOLUTION NO. 885**

***A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS FUNDS OF THE PONCA CITY UTILITY AUTHORITY, AS DETAILED ON AMENDMENT #6, FOR FISCAL YEAR 2013-14.***

5. Consider And Vote On Purchase Of An Easement For Construction Of An Electrical Distribution Feeder On Hubbard Road In The Amount Of \$5,303 From Robert C. Nickles, Jr. And Elizabeth Nickles.
6. Consider And Vote Upon Authorizing Chairman To Submit Monthly Operating Statement To OWRB.

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

7. None.

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

- 8A. Consider And Vote On Awarding A Contract In The Amount Of \$1,149,463.67 To KC Electric Co. Of Enid, Oklahoma For The Construction Of Union Street Substation.

Trustee Anderson made the motion to approve item 8A. Trustee Macy seconded.

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

- 8B. Consider And Vote On Change Order No. 1 In The Deduct Amount Of \$3,367.00 To KC Electric Co. Of Enid, Oklahoma For Modification Of The Construction Contract For Union Street Substation.

Trustee Anderson made the motion to approve the item. Trustee Chapman seconded.

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

9. ADJOURN

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

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:00 p.m.

*PASSED IN SESSION AND APPROVED THIS 13<sup>TH</sup> DAY of JANUARY 2013.*

ATTEST:

  
*Janet J. Ivers*  
ASSISTANT TRUST SECRETARY

*Norm Nicholson*  
CHAIRMAN: