

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
September 14, 2015

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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
Ryan Austin, Commissioner
Lanita Chapman, Commissioner
Mary Beth Moore, Commissioner
Nancy Rathbun, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: None

Others Present: Craige Baird, Phil Johnston, Aaron Michaud, Tana McKinley, Chris Henderson, Terry Brown, Jerry Hall, Earl Watkins, Don Bohon, Rhonda Skrapke, Kacey Flanery, City Staff; citizens; Beverly Bryant, TEAM Radio, Steve Dye, Ponca City News.

1. CALL TO ORDER
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Chaplain Wes Young, KCDC Jail
3. PLEDGE OF ALLEGIANCE

****CEREMONIES & PROCLAMATIONS****

4. PROCLAMATION: Local History Month/Ponca City's Birthday
5. Character Trait for September: Decisiveness

****CONSENT AGENDA****

The Board of Commissioners found items #6 through #13 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda. Commissioner Austin seconded.

Roll: Yeas; Chapman, Austin, Nicholson, Moore, Rathbun. Nays; None. Motion carried.

6. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held August 24, 2015.
7. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 6188

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.

8. Consider And Vote Upon A Resolution Of The Board Of Commissioners Of The City Of Ponca City, Oklahoma, Confirming Nominations Of The Mayor Of Ponca City, Oklahoma For Appointment Of Officers And Department Heads For The City Of Ponca City, Oklahoma And Setting The Term Of Office Thereof

RESOLUTION NO. 6189

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA, CONFIRMING NOMINATIONS OF THE MAYOR OF PONCA CITY, OKLAHOMA FOR APPOINTMENT OF OFFICERS AND DEPARTMENT HEADS FOR THE CITY OF PONCA CITY, OKLAHOMA AND SETTING THE TERM OF OFFICE THEREOF.

9. Consider And Vote Upon A Resolution Appointing Members To Various Boards And Commissions And Establishing The Terms Of Office Thereof.

RESOLUTION NO. 6190

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	James K. Howard	Re-Appointed	2018
Ponca City Housing Authority	Echo Blanton	Re-Appointed	2018
Ponca City Housing Authority	Clare Taylor	Appointed	2016
Ponca City Housing Authority	Dwain West	Re-Appointed	2018

10. Consider And Vote Upon A Resolution Amending The Operating Budget Of Various City Funds, As Outlined On Amendment #3, For Fiscal Year 2015-16.

RESOLUTION NO. 6191

A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS CITY FUNDS, AS OUTLINED ON AMENDMENT #3, FOR FISCAL YEAR 2015-16.

11. 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. 6192

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

12. Consider And Vote On Contract With Oklahoma Highway Safety For A Grant In The Amount Of \$40,500 For Police Department Education And Expenses.

13. Consider and Vote on Change Order No. 2 to Agreement between the City of Ponca City and Honeywell International Inc. in the Deduct Amount of \$2,516.

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

14. None.

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

15. Mayor Homer Nicholson expressed condolences to the family of former City Commissioner Bill McCann. Nicholson hoped everyone got out to enjoy the activities in Ponca City this weekend which included the Art Festival, the Cherokee Strip Golf Classic, the Good Old Okies Flying Society event, and the car show at the Hutchins.

****REPORTS****

16. CITY MANAGER'S REPORT

City Manager Craig Stephenson reported that the MESO 2015 Lineworkers Rodeo and Safety Training will be in Ponca City October 14-15, 2015. There will be several events including teams from different utilities competing together to simulate mutual aid conditions. Crews from other municipal systems will be coming to Ponca City to begin construction on the grounds at Dan Moran Park on September 22-24, 2015. Last year, Ponca City Energy Linemen did an outstanding job and won and/or placed in several events. The rodeo event is open to the public at Dan Moran Park.

Stephenson notified the public that the Ponca City Fire Department will begin annual flow testing and maintenance of fire hydrants Monday, September 14, 2015. Testing will occur Monday through Thursday each week between 8:30 a.m. and 4:30 p.m. Flow tests will be completed in approximately five weeks. There is a description on the City's website outlining the areas that will be affected on what days of the week. Hydrant testing near a home may cause the tap water to be discolored. If discoloration is noticed, flow water from the faucets until it becomes clear again. Water discoloration is not a health threat but should be monitored before washing clothes because staining may occur. Residents living near area borders should also monitor their water on the days designated for testing in nearby areas.

Stephenson reminded the public that the Standing Bear Pow Wow is scheduled for September 25-26, 2015 at the Standing Bear park and pageant area.

Stephenson relayed information that Traffic Engineering Division has placed signs at the railroad tracks on Hartford Ave. notifying the driving public that rough tracks are ahead. The City still has a request in for BNSF to fix this crossing. BNSF has changed personnel again, and City personnel are now in contact with the new individual.

Stephenson made it known the Ponca City Police Department will be holding a Drug Take Back event at the Police Department from 10 a.m. to 2 p.m. on September 26, 2015. The Drug Take Back will be conducted in conjunction with the Drug Enforcement Administration. Proper disposal of unused drugs saves lives and protects the environment. The Police Department maintains a Drug Take Back box in the lobby of the Police Department that can be used any day of the week.

Stephenson shared with the public that the crew from the television series, Discover Oklahoma, visited Marland's Grand Home in August of 2015 to film a segment of the show to be aired Saturday, September 26, 2015 at 6:30 p.m. on KFOR, Channel 4, Oklahoma City.

Stephenson's final announcement was in regard to Phase Two of the downtown traffic signal replacement project. Phase Two will start September 15, 2015, when city crews begin dismantling the traffic signal at 1st Street and Grand Avenue. The existing traffic signal poles along Grand Avenue intersections from Pine St. to 7th St. will be replaced by black poles that will more closely blend into the historic downtown environment. It is expected to take approximately a week and a half per intersection and will progress from west to east over the next several weeks. During the time that the signals on Grand are being replaced, the intersections will be operated under temporary four-way stop control. Only one intersection will be down at any time. This work will require the temporary loss of some on-street parking at the intersections to provide for staging and work areas. The inconvenience to merchants and customers will be kept at the minimum levels required for a safe project, but patience and caution in the immediate area of work will be appreciated.

****PUBLIC HEARINGS****

- 17A. Conduct A Public Hearing On Subparagraph B.

No public comments.

- 17B. Consider And Vote On An Ordinance Authorizing The Partial Reopening Of A Closed Utility Easement Located South Of 2508 Wildwood Avenue, City Of Ponca City, Kay County, Oklahoma, And Declaring An Emergency.

ORDINANCE NO. 6210

AN ORDINANCE AUTHORIZING THE PARTIAL REOPENING OF A CLOSED UTILITY EASEMENT LOCATED SOUTH OF 2508 WILDWOOD AVENUE, CITY OF PONCA CITY, KAY COUNTY, OKLAHOMA, AND DECLARING AN EMERGENCY.

Commissioner Chapman made the motion to approve item 17B as stated. Commissioner Rathbun seconded.

Roll: Yeas; Chapman, Rathbun, Nicholson, Moore. Nays; None. Abstain; Austin. Motion carried.

- 17C. Consider And Vote On The Emergency Clause Of The Ordinance.

Commissioner Chapman made the motion to approve item 17C. Commissioner Moore seconded.

Roll: Yeas; Chapman, Moore, Nicholson, Rathbun. Nays; None. Abstain; Austin. Motion carried.

****NEW BUSINESS****

- 18A. Consider And Vote On An Ordinance Amending The Ponca City Municipal Code By Creating A New Section 10-2-11, By Establishing Conditions Under Which A Customer Owned Generation Equipment May Be Permanently Connected To The City's Electric Distribution System, Repealing Ordinances In Conflict, Providing For Severability, And Declaring An Emergency.

ORDINANCE NO. 6211

AN ORDINANCE AMENDING THE PONCA CITY MUNICIPAL CODE BY CREATING A NEW SECTION 10-2-11, BY ESTABLISHING CONDITIONS UNDER WHICH A CUSTOMER OWNED GENERATION EQUIPMENT MAY BE PERMANENTLY CONNECTED TO THE CITY'S ELECTRIC DISTRIBUTION SYSTEM, REPEALING ORDINANCES IN CONFLICT, PROVIDING FOR SEVERABILITY, AND DECLARING AN EMERGENCY.

Commissioner Rathbun made the motion to approve item #18A. Commissioner Moore seconded.

Roll: Yeas; Rathbun, Moore, Nicholson, Austin. Nays; Chapman. Motion carried.

- 18B. Consider And Vote On The Emergency Clause Of The Ordinance.

Commissioner Rathbun made the motion to approve 18B. Commissioner Austin seconded.

Roll: Yeas; Rathbun, Austin, Nicholson, Moore. Nays; Chapman. Motion carried.

19. Consider And Vote On A Contract In The Amount Of \$131,501 Between The Oklahoma Department Of Commerce And The City Of Ponca City For The FY-2015 Community Development Block Grant (CDBG) Small Cities Program.

Commissioner Chapman made the motion to approve item #19. Commissioner Moore seconded.

Roll: Yeas; Chapman, Moore, Nicholson, Austin, Rathbun. Nays; None. Motion carried.

****NEW BUSINESS NOT KNOWN AT THE TIME OF POSTING THE AGENDA****

- 20A. Consider And Vote On The 2015-2018 Collective Bargaining Agreement (CBA) Between The City Of Ponca City And Fraternal Order Of Police Lodge #103.

Commissioner Moore made the motion to approve the contract as presented. Commissioner Austin seconded.

Roll: Yeas; Moore, Austin, Nicholson, Rathbun, Chapman. Nays; None. Motion carried.

- 20B. Conduct Signing Ceremony.

****CITIZENS COMMENTS****

21. None.

22. ADJOURN

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

Roll: Yeas; Austin, Moore, Nicholson, Chapman, Rathbun. Nays; None. Motion carried.

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:25 p.m.

PASSED IN SESSION AND APPROVED THIS 28TH DAY OF SEPTEMBER 2015.



ATTEST:



CITY CLERK



MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
September 14, 2015

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
Ryan Austin, Trustee
Lanita Chapman, Trustee
Mary Beth Moore, Trustee
Nancy Rathbun, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Marc LaBossiere, Secretary

Absent: None

Others Present: Craige Baird, Phil Johnston, Aaron Michaud, Tana McKinley, Chris Henderson, Terry Brown, Jerry Hall, Earl Watkins, Don Bohon, Rhonda Skrapke, Kacey Flanery, City Staff; citizens; Beverly Bryant, TEAM Radio, Steve Dye, Ponca City News.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 6:25 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 Austin made the motion to approve the consent agenda as read. Trustee Chapman seconded.

Roll: Yeas; Austin, Chapman, Nicholson, Moore, Rathbun. Nays; None. Motion carried.

2. Consider And Vote Upon The Minutes Of The Regular Session Held August 24, 2015.

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

RESOLUTION NO. 941

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 Statements To OWRB.

5. Consider And Vote Upon A Resolution Amending The Operating Budget Of Various Funds Of The Ponca City Utility Authority, As Detailed On Amendment #3, For Fiscal Year 2015-16.

RESOLUTION NO. 942

A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS FUNDS OF THE PONCA CITY UTILITY AUTHORITY, AS DETAILED ON AMENDMENT #3, FOR FISCAL YEAR 2015-16.

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

6. None

****NEW BUSINESS****

7A. Consider And Vote On Contract With Asplundh Tree Expert Co. In The Amount Of \$282,912. For Tree And Brush Trimming Of Areas 1, 2, 18, And 19.

Trustee Rathbun made the motion to approve item #7A. Trustee Chapman seconded.

Roll: Yeas; Rathbun, Chapman, Nicholson, Austin, Moore. Nays; None. Motion carried.

7B. Consider And Vote On Contract With Asplundh Tree Expert Co. For Hourly Tree And Brush Trimming.

Trustee Austin made the motion to approve item #7B. Trustee Moore seconded.

Roll: Yeas; Austin, Moore, Nicholson, Rathbun, Chapman. Nays; None. Motion carried.

8. Consider And Vote On Purchase Of Two 2015 Model Hydraulic 55' Insulated Bucket Trucks In The Amount Of \$369,468 From Terex Corporation.

Trustee Chapman made the motion to approve item #8 as stated. Trustee Austin seconded.

Roll: Yeas; Chapman, Austin, Nicholson, Moore, Rathbun. Nays; None. Motion carried.

9. Consider And Vote On Entering Into A Professional Services Agreement With Monte R. Lee And Company To Do A Fiber Facility Audit Of The City Of Ponca City's Fiber System And Authorizing The Mayor To Execute The Agreement.

Trustee Rathbun made the motion to approve item #9. Trustee Chapman seconded.

Roll: Yeas; Rathbun, Chapman, Nicholson, Moore, Austin. Nays; None. Motion carried.

10. ADJOURN

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

Roll: Yeas; Chapman, Austin, Nicholson, Rathbun, Moore. Nays; None. Motion carried.

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:46 p.m.

PASSED IN SESSION AND APPROVED THIS 28TH DAY of SEPTEMBER 2015.

ATTEST:



TRUST SECRETARY




CHAIRMAN