

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

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

Absent: Ryan Austin, Commissioner

Others Present: Rob Dick, Craige Baird, Randy Tyner, Mike Lane, Sam Whitecotton, Chris Henderson, Jim Fairbanks, Butch Herring, Tana McKinley, City staff; 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 – Reverend Jeff Pershing, Glad Tidings Assembly of God

3. PLEDGE OF ALLEGIANCE

****CEREMONIES & PROCLAMATIONS****

4. Character Trait for December: Compassion

****CONSENT AGENDA****

The Board of Commissioners found items #5 through #8 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda as read. Commissioner Rathbun seconded.

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

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held November 23, 2015.

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

RESOLUTION NO. 6206

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.

7. Consider And Vote On Resolution Acknowledging City Options For Bridge Inspections For Compliance With National Bridge Inspection Standards And Approving City Staff's Actions In Utilizing Option Number 4 For Selecting Engineering Firm To Perform Inspections For Inspection Cycle Of April 1, 2016 To March 31, 2018.

RESOLUTION NO. 6207

A RESOLUTION ACKNOWLEDGING CITY OPTIONS FOR BRIDGE INSPECTIONS FOR COMPLIANCE WITH NATIONAL BRIDGE INSPECTION STANDARDS AND APPROVING CITY STAFF'S ACTIONS IN UTILIZING OPTION NUMBER 4 FOR SELECTING ENGINEERING FIRM TO PERFORM INSPECTIONS FOR INSPECTION CYCLE OF APRIL 1, 2016 TO MARCH 31, 2018.

8. Consider And Vote On A Contract Award For Road Construction Materials To The Lowest And Most Responsible Bidder Available For January 1, 2016 Through June 30, 2016.

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

9. None

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

10. Commissioner Mary Beth Moore expressed gratitude to the City staff who prepared and participated in the Christmas parade and all residents who showed up for the wonderful event.

****REPORTS****

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson informed the public that the City of Ponca City will observe the Christmas Holiday on December 24-25, 2015. City offices will be closed for business. There will not be any residential pick up of solid waste either day. The Landfill will also be closed on December 24-25, 2015, but reopen on December 26, 2015 with normal hours. Lew Wentz Golf Course will be open on December 24, 2015 for your last minute Christmas gifts or stocking stuffers and closed only on December 25, 2015. The Marland Mansion and Marland's Grand Home will be closed on December 24-25, 2015. Other City facilities with varying schedules for the long weekend can be viewed on the City's web page. Emergency operations will be staffed accordingly.

Stephenson noted the 122nd Annual Chamber of Commerce Celebration will be held on January 28, 2016 in the Phillips 66 Atrium Cafeteria at 6:30 p.m.

Stephenson's final statement wished the Commission and the Community a Merry Christmas.

****NEW BUSINESS****

12. Consider And Vote To On A Waterline Easement Agreement Between The City Of Ponca City And Sober Brothers, Inc. To Permit Mining Operations Near And Adjacent To The City's Raw Water Mains Located Across Property Legally Described As Being Part Of The Northwest Quarter Of Section 25, Township 26 North, Range 2 East Of The Indian Base And Meridian, Kay County, Oklahoma.

Commissioner Chapman made the motion to approve item #12 as read, and direct staff to file it as of record. Commissioner Moore seconded.

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

13. Consider And Vote On Accepting The Conveyance Of A Permanent Utility Easement Across Property Legally Described As Being Part Of The Northwest Quarter Of Section 25, Township 26 North, Range 2 East Of The Indian Base And Meridian, Kay County, Oklahoma, Located South And East Of The Intersection Of Lake Road And Pecan.

Commissioner Chapman made the motion to approve item #13 as stated. Commissioner Rathbun seconded.

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

14. Consider And Vote On The Release Of Three (3) Utility Easements That Traverse Property Legally Described As Being Part Of The Northwest Quarter Of Section 25, Township 26 North, Range 2 East Of The Indian Base And Meridian, Kay County, Oklahoma, Located South And East Of The Intersection Of Lake Road And Pecan.

Commissioner Rathbun made the motion to approve item #14 as read. Commissioner Chapman seconded.

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

15. Consider And Vote Upon Updated Agreements With The Oklahoma Tax Commission For Administration Of City Sales Tax And City Use Tax, And Authorize The Mayor To Execute All Related Documents.

Commissioner Rathbun made the motion to approve item #15. Commissioner Chapman seconded.

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

16. Consider And Vote Upon Awarding The Contract In The Amount Of \$126,532.51 And Authorizing The Execution Of The Contract Documents To Hembree And Hodgson Construction, LLC Of Ponca City, Oklahoma For "Street Improvement Project, Reconstruct 2nd Street – Broadway Avenue To Hazel Avenue," Project No. GEN 16-2.

Commissioner Moore made the motion to approve as presented. Commissioner Chapman seconded.

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

****CITIZENS COMMENTS****

17. None.

18. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:08 p.m.

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



Nicholson

MAYOR

ATTEST:

William Johnson

CITY CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
December 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
Lanita Chapman, Trustee
Mary Beth Moore, Trustee
Nancy Rathbun, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Marc LaBossiere, Secretary

Absent: Ryan Austin, Trustee

Others Present: Rob Dick, Craige Baird, Randy Tyner, Mike Lane, Chris Henderson, Jim Fairbanks, Butch Herring, City staff; citizens; Steve Dye, Ponca City News.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 6:08 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 Rathbun made the motion to approve the consent agenda. Trustee Chapman seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held November 23, 2015.

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

RESOLUTION NO. 949

***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****

5. Consider And Vote On A Contract In The Not-To-Exceed Amount Of \$26,403 With Monte R Lee And Company For A Fiber To The Premise Design.

Trustee Chapman made the motion to approve #5 as stated. Trustee Rathbun seconded.

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

6. ADJOURN

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

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:25 p.m.

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



ATTEST:

TRUST SECRETARY

CHAIRMAN