

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
January 11, 2016

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
Ryan Austin, Commissioner
Lanita Chapman, Commissioner
Mary Beth Moore, Commissioner
Nancy Rathbun, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Janet Ivers, Deputy City Clerk

Absent: Marc LaBossiere, Finance Director/City Clerk

Others Present: Butch Herring, Chris Henderson, Paula Cain, Randy Tyner, Terry Brown, Marcy White, Tana McKinley, City staff; Steve Dye, Ponca City News.

1. CALL TO ORDER
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Tana McKinley, Assistant City Manager
3. PLEDGE OF ALLEGIANCE

****CEREMONIES & PROCLAMATIONS****

4. Character Trait for January: Diligence

****CONSENT AGENDA****

The Board of Commissioners found items #5 and #6 non-controversial and routine in nature. Commissioner Rathbun made the motion to approve the consent agenda. Commissioner Austin seconded.

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

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held December 28, 2015.
6. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 6209

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.

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

7. None

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

8. Mayor Homer Nicholson stated he was looking forward to another great year in Ponca City for 2016.

****REPORTS****

9. CITY MANAGER'S REPORT

City Manager Craig Stephenson announced the City will be closed on Monday, January 18, 2016 in observance of Dr. Martin Luther King Jr.'s Holiday. There will not be any residential trash service that day. The only municipal facilities that will be open that day are the Marland Mansion Estate and Wentz Memorial Golf Course. Public Safety operations will be staffed accordingly.

Stephenson noted City Staff will kick off the FY 2016-17 budget development in earnest this month for adoption of the City and PCUA budgets in June 2016 and implementation to begin July 1, 2016. A couple of key dates in the process of finalizing the annual budget are April 18-19, 2016, as these two days will be all day meetings for the City Commission to review the City Manager's proposed budget.

Stephenson reminded the public that the Street Sales Tax Election will be held on February 9, 2016.

Stephenson notified all that this year's Annual Spring Cleanup will be held the week of April 9-16, 2016. There will be a flyer outlining the program put in the utility bills for the March utility bill cycles.

Stephenson made homeowners aware that the International Property Maintenance Code adopted by the City requires all properties to have address numbers visible from the roadway. The minimum requirement is that the numbers be 4 inches in height and at least a ½ inch wide. This requirement is a public safety issue for police officers, ambulance personnel, and firefighters. The plan is to develop a flyer to go out in the utility bills informing our customers of the requirement.

Stephenson stated the Christmas tree recycling area, located across the street from the Recycling Center, on west Prospect Avenue, will close on January 15, 2016 and reopen on January 22, 2016 for the public to access the mulch.

Stephenson's final note was the cancellation of the Work Session meeting next Tuesday, January 19, 2016.

****NEW BUSINESS****

10. Consider And Vote On A Resolution Waiving City Code Sec. 7-1-4 (Number Of Garage Sales In A Given Year) For A "City-Wide Garage Sale Day" On April 9, 2016 And Waiving \$5 Permit Fee In Conjunction With The City's "Annual Spring Cleanup" Which Will Be Held April 9 Through April 16, 2016.

RESOLUTION NO. 6210

A RESOLUTION WAIVING CITY CODE SEC. 7-1-4 (NUMBER OF GARAGE SALES IN A GIVEN YEAR) FOR A "CITY-WIDE GARAGE SALE DAY" ON APRIL 9, 2016 AND WAIVING \$5 PERMIT FEE IN CONJUNCTION WITH THE CITY'S "ANNUAL SPRING CLEANUP" WHICH WILL BE HELD APRIL 9 THROUGH APRIL 16, 2016.

Commissioner Austin made the motion to approve item #10. Commissioner Moore seconded.

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

11. Consider And Vote On The Agreement For The Emergency Management Performance Grant Program Between The State Of Oklahoma And The City Of Ponca City.

Commissioner Chapman made the motion to approve item #11. Commissioner Moore seconded.

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

****CITIZENS COMMENTS****

12. None.

13. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:52 p.m.

PASSED IN SESSION AND APPROVED THIS 25TH DAY OF JANUARY 2016.

ATTEST:

CITY CLERK



MAYOR

Gene Weathers

[Signature]



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
January 11, 2016

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
Janet Ivers, Assistant Secretary

Absent: Marc LaBossiere, Secretary

Others Present: Terry Brown, Chris Henderson, Tana McKinley, Randy Tyner, Butch Herring, City staff, Steve Dye, Ponca City News.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 5:52 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 Chapman made the motion to approve the consent agenda as read. Trustee Austin seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held December 28, 2015.

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

RESOLUTION NO. 951

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

4. Consider And Vote On Acknowledgement And Approval Of Septic Hauler Use Permit And DEQ Consent Form For D And P Tank Service, Inc. For Calendar Year 2016.

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

5. None.

****NEW BUSINESS****

None

6. ADJOURN

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

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 5:54 p.m.

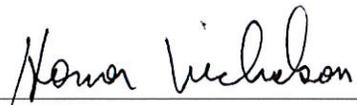
PASSED IN SESSION AND APPROVED THIS 25TH DAY of JANUARY 2016.

ATTEST:





TRUST SECRETARY



CHAIRMAN