

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
July 25, 2016

Southwest Business Products E1505510LD

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

Absent: None

Others Present: Tana McKinley, David Keathly, Terry Brown, Rob Dick, Mike Lane, Earl Watkins, Chris Henderson, Jim Fairbanks, Butch Herring, Hong Fu, City staff; David Myers, PCDA; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER  
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Jeff Pershing, Glad Tidings Assembly of God
3. PLEDGE OF ALLEGIANCE

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

The Board of Commissioners found items #4 through #9 non-controversial and routine in nature. Commissioner Austin made the motion to approve the consent agenda. Commissioner Moore seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held July 11, 2016.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6246**

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

6. Consider And Vote On A Lease Agreement Between The City Of Ponca City (Lessor) And Vicki & Norma Green (Lessee) For The Residence Located At 1901 Rose Lane, At The E.W. Marland Estate, Commencing On July 1, 2016 And Terminating On June 30, 2017.
7. Consider And Vote On A Lease Agreement Between The City Of Ponca City (Lessor) And The Ponca City Christian Academy, Inc. (Lessee) For The Angela Hall Facility, Located At The E.W. Marland Estate, Commencing On July 1, 2016 And Terminating On June 30, 2017.

8. Consider And Vote On The Agreement With The Ponca City Public Schools To Receive Reimbursement In The Amount Of \$121,899 For Providing School Resource Officers For The 2016-2017 School Year.
9. Consider And Vote Upon Accepting All Unit Price Bids For Items Of Work Performed For Sidewalk Maintenance During The Period August 1, 2016 Through December 31, 2016

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

10. None.

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

11. Mayor Homer Nicholson expressed gratitude to Vice Mayor Mary Beth Moore for filling in while he was out of town on business.

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

12. CITY MANAGER'S REPORT

City Manager Craig Stephenson announced that the mandatory pre-bid meeting for the Hutchins demolition project will be on August 2, 2016. Staff had a Technical Review Committee (TRC) meeting last week to discuss internal procedures for terminating all the utilities. The plan is to have all of the utility issues taken care of by September 9, 2016.

Stephenson noted that he along with Police Chief Don Bohon, Assistant Police Chief Anthony Rogers, and Finance Director Marc LaBossiere will be attending a conference August 8-10, 2016 in Edmond titled Planning, Designing, and Construction of Police Facilities. The conference is being put on by the Oklahoma Association of Chiefs of Police and the City of Edmond Police Department.

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

13. Consider And Vote On Purchase Of Three Ford Police Sport Utility Vehicles In The Amount Of \$82,254 From Jack Bowker Ford Of Ponca City.

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

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

14. Consider And Vote Upon Authorizing The City Clerk To Advertise For Bids For Project No. Gen 17-6, Mill And Overlay Of Various Streets.

Commissioner Chapman made the motion to approve item #14 as stated. Commissioner Austin seconded.

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

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

15. None.

**RECESS TO PONCA CITY UTILITY AUTHORITY MEETING**

Commissioner Moore made the motion to recess to the Ponca City Utility Authority meeting. Commissioner Rathbun seconded.

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

Mayor Nicholson recessed to the Ponca City Utility Authority meeting at 5:45 p.m.

At 5:58 p.m. the Commission returned to regular session.

16. Receive Ponca City Development Authority Review.

PCDA Executive Director David Myers gave a report on the current economy in the State of Oklahoma and Ponca City. Myers gave statistics to detail PCDA activity and discussed current projects.

17. 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 6:10 p.m. a motion was made by Commissioner Rathbun to enter into executive session. Commissioner Moore seconded.

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

18. 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.

29. ADJOURN

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

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

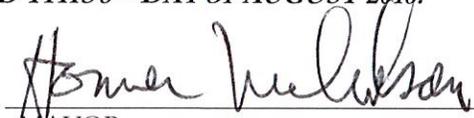
Mayor Nicholson adjourned the Board of Commissioners meeting at 6:36 p.m.

***PASSED IN SESSION AND APPROVED THIS 8<sup>TH</sup> DAY OF AUGUST 2016.***



ATTEST

  
DEPUTY CITY CLERK

  
MAYOR



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
July 25, 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  
Mary Beth Moore, Trustee  
Ryan Austin, Trustee  
Lanita Chapman, Trustee  
Nancy Rathbun, Trustee  
Craig Stephenson, City Manager  
Michael Vanderburg, Trust Attorney  
Marc LaBossiere, Secretary

Absent: None

Others Present: Tana McKinley, Terry Brown, Rob Dick, Earl Watkins, Chris Henderson, Jim Fairbanks, Butch Herring, City staff; David Myers, PCDA; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER  
Chairman Homer Nicholson called the meeting to order at 5:45 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, Rathbun, Moore. Nays; None. Motion carried.

2. Consider And Vote Upon The Minutes Of The Regular Session Held July 11, 2016.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 971**

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

4. Consider And Vote On Contract In The Not-To-Exceed Amount Of \$30,000 With Cabbiness Engineering To Provide Preliminary Engineering, Design, And Project Administration Services For Franklin Street Sanitary Sewer Replacement Project.

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

5. None.

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

6. Consider And Vote On Construction Contract In The Amount Of \$350,500 With A&M Construction & Utilities, Inc. For The Industrial Park Ground Storage Tank Rehabilitation Project.

Trustee Rathbun made the motion to approve item #6. Trustee Chapman seconded.

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

7. Consider And Vote Upon Change Order No. 1, In The Deduct Amount Of \$8,567.50, And The Final Payment, In The Amount Of \$60,877.95, To Dondlinger & Sons Construction Company, Inc. To Accept All Work As Complete For "Tributary E Channel Improvements," Project No. PCUA 14-4.

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

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

8. ADJOURN

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

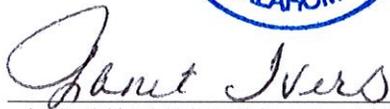
Roll: Yeas; Moore, Rathbun, Nicholson, Chapman, Austin. Nays; None. Motion carried.

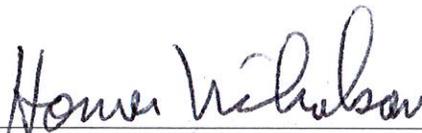
Chairman Nicholson adjourned the PCUA Board of Trustees at 5:58 p.m.

*PASSED IN SESSION AND APPROVED THIS 8<sup>TH</sup> DAY of AUGUST 2016.*



ATTEST:

  
ASSISTANT TRUST SECRETARY

  
CHAIRMAN