

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
JULY 11, 2011

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 Acting Mayor Diane Anderson presiding:

Present: Diane Anderson, Acting Mayor
Bill Flegler, Commissioner
Lanita Chapman, Commissioner
Craig Stephenson, City Manager
Kevin Murphy, City Attorney
Marc LaBossiere, City Clerk/Finance Director

Absent: Homer Nicholson, Mayor
Paul Krueger, Commissioner

Others Present: Tana McKinley, David Keathly, Dwaine Vincent, Terry Brown, Chris Henderson, David Horinek, Randy Tyner, Jim Fairbanks, Todd Smith, Rhonda Skrapke, Butch Herring, City staff; citizens; Beverly Bryant, Ponca City News.

1. City Manager Craig Stephenson called the meeting to order at 5:30 p.m.
2. Invocation – Gayle Young, First Baptist, and Police Chaplin
3. Pledge of Allegiance
4. Consider and vote to elect ad hoc Chairperson to chair this meeting in absence of Mayor Nicholson and Vice Mayor Krueger.

Motion by Commissioner Chapman nominating Commissioner Anderson was seconded by Commissioner Flegler.

Roll: Yeas; Chapman, Flegler, and Anderson. Nays; None. Motion carried.

****CEREMONIES AND PROCLAMATIONS****

5. Character Trait for July: Thriftiness

****CONSENT AGENDA****

The Board of Commissioners found #6, #7, #8, #9, #10, #11, #12, #13, #14, #15, and #16 non-controversial and routine in nature. Commissioner Flegler made the motion to approve the consent agenda. Chapman seconded.

Roll: Yeas; Flegler, Chapman, and Anderson. Nays; None. Motion carried.

6. Consider and vote upon minutes of the Ponca City Board of Commissioners regular session held June 27, 2011.

7. **RESOLUTION NO. 5911**

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

8. **RESOLUTION NO. 5912**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA, AMENDING THE OPERATING BUDGETS OF VARIOUS FUNDS, AS OUTLINED ON AMENDMENT #1, FOR THE FISCAL YEAR 2011-12.

9. **RESOLUTION NO. 5913**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA, APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS AND ESTABLISHING THE TERMS OF THE OFFICE THEREOF.

<u>BOARD OR COMMISSION</u>	<u>NAME</u>	<u>TERM</u>	<u>TERM EXPIRATION</u>
Cultural Affairs Commission	Bill Horsley	Appointed	2014
Library Board	Steve Pensoneau	Appointed	2012
Marland Estate Commission	Stanley G. Jones	Appointed	2014
Marland Estate Commission	Dennis Kelly	Re-Appointed	2014
Marland Estate Commission	Marilyn Snyder	Re-Appointed	2014
Park & Recreation Advisory Board	Jason Troutman	Appointed	2014

10. **RESOLUTION NO. 5916**

WHEREAS, THE OKLAHOMA MAIN STREET CENTER HAS BEEN ESTABLISHED IN THE OKLAHOMA DEPARTMENT OF COMMERCE TO ASSIST SMALL TOWNS AND CITIES TO DEVELOP A PUBLIC/PRIVATE EFFORT TO REVITALIZE THEIR "MAIN STREET" AREAS; AND WHEREAS THE CITY OF PONCA CITY DESIRES TO CONTINUE PARTICIPATING IN THE OKLAHOMA MAIN STREET CENTER; NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA: ETC.

11. Consider and vote on renewal agreement between the City of Ponca City and Ponca City Main Street in the amount of \$30,000.00.
12. Consider and vote on an agreement between the City of Ponca City and the Ponca City Area Chamber of Commerce, Inc. for the Chamber to operate the Ponca City Tourism Bureau for the purpose of encouraging, promoting, and fostering the Convention and Tourism Development of Ponca City.
13. Consider and vote on an agreement to provide funding for the Give Ponca the Business in the amount of \$5,000.00.
14. Consider and vote on renewal agreement between the City of Ponca City and the Northern Oklahoma Youth Services Center & Shelter, Inc. (NOYS) in the amount of \$15,000.00.

15. Consider and vote upon request for authorization to advertise for bids for “Marland Estate Walking Trail – Phase III” Project No. GEN 09-7.

16. **RESOLUTION NO. 5914**

A RESOLUTION READOPTING THE CITIZEN PARTICIPATION PLAN FOR THE CITY OF PONCA CITY, OKLAHOMA DATED JUNE 11, 2001.

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

17. None

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

18. Acting Mayor Anderson stated that she would like to remind everyone to keep check on their elderly neighbors during this very hot weather, and also pets.

****REPORTS****

19. **CITY MANAGER’S REPORT**

City Manager Craig Stephenson advised that the heat advisory for Kay County would be in effect until 9:00 p.m. next Saturday, with temperatures being well above normal. Stephenson also informed the Commission that the water treatment plant has been steadily producing over 12 million gallons a day, which is well within its ability. Stephenson also added that the well field is also functioning well, and it is not anticipated at this time that there would be a need for rationing of water.

Stephenson further informed the Commission that Frank Lucas would be in Ponca City for a Town Hall meeting at Pioneer Technology Center on July 19, 2011 at 3:30 p.m.

Stephenson announced that currently the work session is scheduled for Monday, July 18, 2011.

Stephenson informed the Commission of an incident on April 28, 2011. Stephenson stated that during a routine maintenance on the filters at the water production plant, there was an incident with the turbidity, but was corrected within 30 minutes; however, it caused the City to jump out of its parameters, so a notice was given to the community.

****PUBLIC HEARINGS****

None.

****UNFINISHED BUSINESS****

None.

****NEW BUSINESS****

- 20A. Receive public comments on the application by the Police Department for Grant Funds from the Fiscal Year 2011 Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

There was no public comment.

- 20B. Consider And vote on the Application and Memorandum of Understanding by the Police Department for Grant Funds in the amount of \$17,687.00 from the Fiscal Year 2011 Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

Commissioner Flegler made the motion to approve the Application and Memorandum of Understanding by the Police Department for Grant Funds in the amount of \$17,687.00 from the Fiscal Year 2011 Edward Byrne Memorial Justice Assistance Grant (JAG) Program. Chapman seconded.

Roll: Yeas; Flegler, Chapman, and Anderson. Nays; None. Motion carried.

21. Consider And Vote On Application For The Small Cities Community Development Block Grant (CDBG) Program to the Oklahoma Department Of Commerce for FY-2011 Funding in the amount of \$88,559.00.

Commissioner Chapman made the motion to approve the Application for the Small Cities Community Development Block Grant (CDBG) Program to the Oklahoma Department Of Commerce for FY-2011 Funding in the amount of \$88,559.00. Flegler seconded.

Roll: Yeas; Chapman, Flegler, and Anderson. Nays; None. Motion carried.

22. **RESOLUTION NO. 5915**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA, WHEREAS, TITLE I OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974, PUBLIC LAW 93-383, AS AMENDED, AUTHORIZED BY THE SECRETARY OF HOUSING AND URBAN DEVELOPMENT, AS REPRESENTATIVE OF THE UNITED STATES OF AMERICA, TO GRANT TO THE STATE OF OKLAHOMA, FUNDS AND ADMINISTRATIVE RESPONSIBILITY FOR THE "SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT" PROGRAM;...

Commissioner Chapman made the motion to approve the Resolution affirming the City's commitment to take all action within its power to facilitate the receipt of assistance of Community Development Funds if the City of Ponca City is awarded a Community Development Block Grant from the Oklahoma Department of Commerce. Flegler seconded.

Roll: Yeas; Chapman, Flegler, and Anderson. Nays; None. Motion carried.

23. Consider and vote upon Change Order No. 1 in the add amount of \$35,091.56 to Hembree and Hodgson Construction, LLC to relocate a portion of Walking Trail and add Decorative Concrete along a new retaining wall for the "Street Improvement Project – Reconstruction and Widening of 7th, Highland and Virginia Intersection, " Project No. GEN 10-7.

Commissioner Flegler made the motion to approve Change Order No. 1 in the add amount of \$35,091.56, to Hembree and Hodgson Construction, LLC to relocate a portion of Walking Trail and add Decorative Concrete along a new retaining wall for the "Street Improvement Project – Reconstruction and Widening of 7th, Highland and Virginia Intersection, " Project No. GEN 10-7. Chapman seconded.

Roll: Yeas; Flegler, Chapman, and Anderson. Nays; None. Motion carried.

****CITIZENS COMMENTS****

24. None.

25. Commissioner Flegler made the motion to adjourn the regular session of the Board of Commissioners. Chapman seconded.

Roll: Yeas; Flegler, Chapman, and Anderson. Nays; None. Motion carried

Acting Mayor Anderson adjourned the Board of Commissioners at 6:07 p.m.

PASSED IN SESSION AND APPROVED THIS 25TH DAY OF JULY 2011.

MAYOR

ATTEST:

CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
JULY 11, 2011

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 Acting Chairman Diane Anderson presiding.

Present: Diane Anderson, Acting Chairman
Bill Flegler, Trustee
Lanita Chapman, Trustee
Craig Stephenson, City Manager
Kevin Murphy, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: Homer Nicholson, Chairman
Paul Krueger, Trustee

Others Present: Tana McKinley, Dwaine Vincent, Terry Brown, Chris Henderson, David Horinek, Randy Tyner, Jim Fairbanks, Todd Smith, Butch Herring, City staff; citizens; Beverly Bryant, Ponca City News.

1. Acting Chairman Diane Anderson called the meeting to order at 6:08 p.m.

****CONSENT AGENDA****

The Board of Trustees found items #2, #3, #4, #5, and #6 noncontroversial and routine in nature by the governing body and are approved by one motion.

Trustee Flegler made the motion to approve the consent agenda. Chapman seconded.

Roll: Yeas; Flegler, Chapman, and Anderson. Nays; None. Motion carried.

2. Consider and vote upon the minutes of the regular session held June 27, 2011.

3. **RESOLUTION NO. 798**

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

4. **RESOLUTION NO. 799**

A RESOLUTION OF THE PONCA CITY UTILITY AUTHORITY, PONCA CITY, OKLAHOMA AMENDING THE OPERATING BUDGET OF VARIOUS PCUA FUNDS FOR THE FISCAL YEAR 2011-12.

5. Consider and vote on an annual "Pledge and Guarantee" Document which is part of a participation agreement with the Association for Landfill Financial Assurance (ALFA).

6. Consider and vote upon receipt of the 2010 Water Quality Report.

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

7. None

****NEW BUSINESS****

None.

8. Trustee Flegler moved to adjourn the Ponca City Utility Authority meeting at 6:15 p.m. Chapman seconded.

Roll: Yeas; Flegler, Chapman, and Anderson. Nays; None. Motion carried.

Acting Chairman Anderson adjourned the Ponca City Utility Authority at 6:15 p.m.

PASSED IN SESSION AND APPROVED THIS 25TH DAY OF JULY 2011.

CHAIRMAN:

ATTEST:

TRUST SECRETARY