

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
MAY 14, 2012

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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  
Diane Anderson, Commissioner  
R. Mark Macy, Commissioner  
Lanita Chapman, Commissioner  
Steve Hermann, Commissioner  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: None.

Others Present: Randy Tyner, Chris Henderson, Jim Sindelar, Phil Johnston, Aaron Michaud, Skip Jump, Hong Fu, City staff; Rich Cantillon, Crystal Bickford, citizens; Beverly Bryant, Ponca City News.

1. Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. Invocation – Reverend Steve Brown, Life Springs Family Worship Center
3. Pledge of Allegiance

**\*\*CEREMONIES AND PROCLAMATIONS\*\***

4. Character Trait for February: Wisdom

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

The Board of Commissioners found #5, #6, #7, #8, #9, and #10 non-controversial and routine in nature. Commissioner Anderson made the motion to approve the consent agenda. Commissioner Chapman seconded.

Roll: Yeas; Anderson, Chapman, Nicholson, Macy, and Hermann. Nays; None. Motion carried.

5. Consider and vote upon minutes of the Ponca City Board of Commissioners special sessions held April 16, April 17, and April 30, 2012. Regular session held April 23, 2012 and work session held May 7, 2012.

6. **RESOLUTION NO. 5964**

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

7.

RESOLUTION NO. 5965

*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 OFFICE THEREOF.*

<u>BOARD OR COMMISSION</u>	<u>NAME</u>	<u>TERM</u>	<u>TERM EXPIRATION</u>
Library Board	Ana Beets	Re-Appointed	2015
Library Board	Steve Pensoneau	Re-Appointed	2015
Park & Recreation Advisory Board	Amy Cox	Re-Appointed	2015
Park & Recreation Advisory Board	Robin Riley	Re-Appointed	2015
Personnel Board	Keith Williamson	Re-Appointed	2015
Senior Advisory Board	Kathy Turner	Appointed	2015

8. Consider and vote on a contract in the amount of \$45,080.00 with Sport Unlimited, Inc. for the Unity Gymnasium/Recreation Center Wood Flooring Replacement Project.
9. Consider and vote on issuing Western Enterprises, Inc. a permit to conduct a fireworks display at West Lake Ponca Dam on July 4, 2012 and authorizing the Mayor to execute a pyrotechnical production contract with Western Enterprises for the event in the amount of \$23,500.00.
10. Consider and vote on a partial release of a permanent utility easement across property legally described as being a portion of Section 2, Township 25 North, Range 2 East, Osage County, Oklahoma, located southwest of the intersection of Old River Road and Highway 60.

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

11. None.

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

12. Mayor Nicholson welcomed Commissioner Macy to his first evening meeting and a full commission.

Commissioner Macy expressed gratitude to City staff in getting questions answered from the public.

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

13. CITY MANAGER'S REPORT

City Manager Craig Stephenson reported the following:

The City received notice late last week from CableOne of a pending rate increase in basic rate structure, as they have not had a rate increase in four years.

City employee Denise Rexford received Municipal Court Clerk of the Year award from OMMCA Friday May 25, 2012.

Ponca Politics is tentatively scheduled for Friday, May 25, 2012 with Senator Fields and Vaughan; but since this is the last day of session, it might not happen.

Saturday, May 19, 2012 at Ponca City Library, "Touch a Truck" event for kids and residents will be held from 10:00 a.m. to 1:00 p.m.

Stephenson reported to the Commission that city pools will open May 28, 2012, and advised them of times of operation and rates charged.

14. Tourism Report

Crystal Bickford, Tourism Coordinator representing Ponca City Chamber of Commerce Tourism, updated the Commission on the happenings with Tourism. Bickford stated that they are in the process of renewing ads in various tourism magazines, and working on bringing different groups into Ponca City. Bickford stated that over approximately 50,000 Ponca City Tour Guides have been distributed over the past year. Bickford advised the Commission of various trade shows they have attended, and concluded by saying that the hotels are doing well, and that the Tourism tax for the past year is up \$24,000.00 from the previous year.

15. Receive Budget Status Report for the Third Quarter ended March 31, 2012.

Finance Director Marc LaBossiere gave a brief status report on City funds for the third quarter. LaBossiere explained if anyone would like to see a more detailed report, that a copy could be seen in the City Clerk's Office. LaBossiere concluded by saying that aside from seasonal issues one-time items or timing of capital purchase, departments are very close to budget in most areas.

**\*\*PUBLIC HEARINGS\*\***

16. Conduct a Public Hearing on the Proposed Budget for Fiscal Year 2012-2013.

City Manager Craig Stephenson explained that this Public Hearing is required by the Municipal Budget Act for each fiscal year. Stephenson advised that this hearing is for the of 2012 – 2013 budget year. Stephenson advised that this meeting meets the official requirement for a Public Hearing. Stephenson reported that Commissioners receive public input year-around, but this Hearing meets the official requirement for a public hearing and is held to give any person a chance to present to the governing body with any protests, comments, recommendations, or information on any part of the proposed budget.

Mayor Nicholson opened the Public Hearing for Public Comment. There being no one to speak on the proposed budget, Mayor Nicholson closed the Public Hearing.

**\*\*UNFINISHED BUSINESS\*\***

None.

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

- 17A. Receive Public Comments on the application by the Police Department for grant funds from the fiscal year 2012 Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

Captain Randy Tyner explained to the Commission that this grant will be a cooperative grant between the Ponca City Police Department and the Kay County Sheriff's Department. Tyner further added that the award amount is \$11,592.00, with the Kay County Sheriff's Department receiving \$2,900.00 for the purchase of a radar unit, and the Ponca City Police Department receiving \$8,692.00 for the purchase of one in-car video system, license agreement for software used on the in-car computers for access to state OLETS and NCIC files, and assorted TASER cartridges.

Mayor Nicholson opened the floor for Public Comment there being no public comment the Mayor moved to Item 17B.

- 17B. Consider and vote on the Application and Interlocal Agreement by the Police Department for grant funds in the amount of \$11,592.00 from the Fiscal Year 2012 Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

Commissioner Macy made the motion to approve the Application and Interlocal Agreement by the Police Department for grant funds in the amount of \$11,592.00 from the Fiscal Year 2012 Edward Byrne Memorial Justice Assistance Grant (JAG) Program. Chapman seconded

Roll: Yeas; Macy, Chapman, Nicholson, Hermann, and Anderson. Nays; None. Motion carried.

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

18. None.
19. Commissioner Anderson made the motion to adjourn the Board of Commissioners. Macy seconded.

Roll: Yeas; Anderson, Macy, Nicholson, Chapman, and Hermann. Nays; None. Motion carried.

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:13 p.m.

*PASSED IN SESSION AND APPROVED THIS 29<sup>TH</sup> DAY OF MAY 2012.*

ATTEST:



*Howe Nicholson*  
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
MAY 14, 2012

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  
R. Mark Macy, Trustee  
Diane Anderson, Trustee  
Steve Hermann, Trustee  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Secretary

Absent: None.

Others Present: Randy Tyner, Chris Henderson, Phil Johnston, Aaron Michaud, Skip Jump, Hong Fu, City staff; Rich Cantillon, citizens; Beverly Bryant, Ponca City News.

1. Chairman Homer Nicholson called the meeting to order at 6:13 p.m.

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

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

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

Roll: Yeas; Anderson, Chapman, Nicholson, Macy, and Hermann. Nays; None. Motion carried.

2. Consider and vote upon the minutes of the regular session held April 23, 2012.
- 3.

**RESOLUTION NO. 828**

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

**RESOLUTION NO. 829**

4. ***A RESOLUTION OF THE PONCA CITY UTILITY AUTHORITY ADOPTING A CERTAIN ENVIRONMENTAL INFORMATION DOCUMENT REGARDING PROJECT - 8" SANITARY SEWER GRAVITY MAIN TO REPLACE STONERIDGE LIFTSTATION AND SETTING OUT AUTHORITY'S INTENT.***

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

5. None.

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

6. Consider and vote on purchase of a single man bucket truck in the amount of \$117,330.00 from Versalift Southwest.

Trustee Chapman made the motion to approve the purchase a single man bucket truck for \$117,330.00 from Versalift Southwest. Anderson seconded.

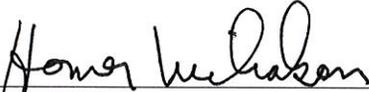
Roll: Yeas; Chapman, Anderson, Nicholson, Macy, and Hermann. Nays; None. Motion carried.

7. Trustee Anderson made the motion to adjourn the Ponca City Utility Authority. Macy seconded.

Roll: Anderson, Macy, Nicholson, Chapman, and Hermann. Nays; None. Motion carried.

Chairman Nicholson adjourned the Ponca City Utility Authority at 6:20 p.m.

*PASSED IN SESSION AND APPROVED THIS 29<sup>th</sup> DAY of MAY 2012.*

  
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CHAIRMAN:

