

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
SEPTEMBER 10, 2012

Southwest Business Products E815989JB

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

Absent: Kevin Murphy, City Attorney

Others Present: Rhonda Skrapke, Terry Brown, Sherri Tapp, Dwaine Vincent, Tana McKinley, Jim Fairbanks, Hong Fu, Butch Herring, City staff; citizens; Beverly Bryant, Ponca City News.

1. Mayor Homer Nicholson called the meeting to order at 5:31 p.m.
2. Invocation – Reverend David Borrego, Fuente De Agua Viva Asamblea De Dios
3. Pledge of Allegiance

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

4. Character Trait for September: Truthfulness

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

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

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

5. Consider and vote upon minutes of the Ponca City Board of Commissioners regular session held August 27, 2012.

6. RESOLUTION NO. 5994

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

7. RESOLUTION NO. 5995

*A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA CONFIRMING NOMINATIONS OF THE*

***MAYOR OF PONCA CITY, OKLAHOMA FOR APPOINTMENT OF OFFICERS AND DEPARTMENT HEADS FOR THE CITY OF PONCA CITY, OKLAHOMA AND SETTING THE TERM OF OFFICE THEREOF.***

8. **RESOLUTION NO. 5996**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA AMENDING THE OPERATING BUDGETS OF VARIOUS FUNDS FOR THE FISCAL YEAR 2012-13.***

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

9. None.

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

10. Mayor Nicholson expressed gratitude for all commissioners in attendance.

Commissioner Anderson stated that she would like to thank the citizens for allowing them to serve.

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

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson reported the following:

***Household Hazardous Waste Collection Day*** will be held Saturday, September 29, 2012 from 9:00 a.m. to 2:00 p.m. at the Phillips 66 north parking lot located at South Avenue and Pine. Entry will be from Oak Street. Items to be collected include: used oil, filters-(*no drums*;) antifreeze, batteries, old paints, solvents, pool chemicals, household cleaners, pesticides & herbicides, fertilizers, wood preservatives, drain cleaners, electronics-TVs/PCs, rechargeable batteries, ammunition and medications. The following items will not be collected: medical wastes, radioactive materials, compressed gas cylinders, commercial wastes, tires, kitchen appliances, no containers over 5 gallons, explosives, and hypodermic needles. This event is held every other year and is sponsored by City of Ponca City and Phillips 66.

The Oklahoma Insurance Department will be hosting a "Senior Fraud Conference" at the Pioneer Technology Center, in the Seminar Center, on Friday, September 14, 2012 from 8:30 a.m. to 11:30 a.m.

The City of Ponca City will be participating in this event, as members of the Police, Fire, Solid Waste and Ponca City Energy will be in the "fashion show" segment of this conference. The fashion show will enable seniors to see what our employee uniforms look like.

If you will remember, last year the City of Ponca City received certification from the Oklahoma Certified Healthy Communities Program. Since that time, the City of Ponca City and other key agencies in the community have continued to work with Jennifer Nunn,

Regional Turning Point Consultant and Connie Befort, Program Manager of Healthy Communities Incentive Grants. Nunn recently spoke at the Kay County Mayor's Round Table meetings, and Befort is scheduled to speak at their upcoming meeting.

Nunn will also be speaking at the Chamber of Commerce's upcoming "Lunch and Learn", which will be held on Wednesday, September 26, 2012 from 11:30 a.m. to 1:30 p.m. at the Pioneer Technology Center. The cost is only \$10 and includes lunch. Please RSVP by phoning the Chamber at 765-4400. This lunch and learn topic is about how to create a healthy business!

Come join us for the 2K Walk -N-WAG at Lake Ponca on Saturday, September 29, 2012. Registration will begin at 7:40 a.m. and the walk begins at 8:00 a.m.

On a final note, sales tax collections for Ponca City for the period of July 16, 2012 thru August 15, 2012 showed an increase of 6.17%.

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

None.

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

None.

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

12. Consider and vote on contract in the not-to-exceed amount of \$182,500.00 with C.H. Guernsey & Co. to provide full engineering services for the Raw Water Supply Project.

Commissioner Hermann made the motion to approve a contract in the not-to-exceed amount of \$182,500.00 with C.H. Guernsey & Co. to provide full engineering services for the Raw Water Supply Project. Chapman seconded.

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

13. Consider and vote on a contract in the amount of \$89,816.00 with the Oklahoma Department Commerce for the FY-2012 Community Development Block Grant (CDBG) Small Cities Program.

Commissioner Anderson made the motion to approve a contract in the amount of \$\$89,816.00 with the Oklahoma Department Commerce for the FY-2012 Community Development Block Grant (CDBG) Small Cities Program. Macy seconded.

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

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

14. None.

15. Commissioner Macy made the motion to adjourn the regular session of the Board of Commissioners. Chapman seconded.

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:53 p.m.

*PASSED IN SESSION AND APPROVED THIS 24<sup>TH</sup> DAY OF SEPTEMBER 2012.*



*[Signature]*

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MAYOR

*[Signature]*

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY

SEPTEMBER 10, 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  
R. Mark Macy, Trustee  
Diane Anderson, Trustee  
Lanita Chapman, Trustee  
Steve Hermann, Trustee  
Craig Stephenson, City Manager  
Marc LaBossiere, Finance Director/City Clerk

Absent: Kevin Murphy, City Attorney

Others Present: Terry Brown, Sherri Tapp, Dwaine Vincent, Tana McKinley, Jim Fairbanks, Hong Fu, Butch Herring, City staff; citizens; Beverly Bryant, Ponca City News

1. Chairman Homer Nicholson called the meeting to order at 5:53 p.m.

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

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

Trustee Hermann made the motion to approve the consent agenda. Macy seconded.

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

2. Consider and vote upon the minutes of the regular session held August 27, 2012.
3. **RESOLUTION NO. 841**

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

4. Consider and vote on Write-Off of Ponca City Utility Authority accounts with delinquent balances, and transfer uncollectible accounts to Credit Bureau Services Association for further collection.
5. Consider and vote upon authorizing Chairman to submit Monthly Operating Statement to OWRB.

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

6. None.

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

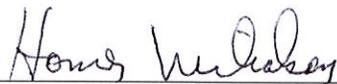
None.

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

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

Mayor Nicholson adjourned the PCUA Board of Trustees at 5:56 p.m.

*PASSED IN SESSION AND APPROVED THIS 24<sup>th</sup> DAY of SEPTEMBER 2012.*

  
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CHAIRMAN:

