

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
NOVEMBER 12, 2012

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

Absent: Lanita Chapman, Commissioner

Others Present: Terry Brown, Rhonda Skrapke, Jim Sindelar, Mike Lane, Dwaine Vincent, Tana McKinley, Butch Herring, Aaron Michaud, Chris Henderson, Jim Fairbanks, Phil Johnston, Todd Smith, City staff; citizens; Beverly Bryant, Ponca City News.

1. Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. Invocation – Commissioner Mark Macy
3. Pledge of Allegiance

****CEREMONIES AND PROCLAMATIONS****

4. Character Trait for November: Gratefulness

****CONSENT AGENDA****

The Board of Commissioners found #5, #6, #7, #8, #9, #10, #11, and #12 with the exception of Item #13, which was removed for further discussion, non-controversial and routine in nature. Commissioner Anderson made the motion to approve the consent agenda. Hermann seconded.

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

5. Consider and vote upon minutes of the Ponca City Board of Commissioners regular session held October 22, 2012, and work session held November 5, 2012.

RESOLUTION NO. 6004

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

7. **RESOLUTION NO. 6005**

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>
Animal Control	Steve Little	Appointed	2014

8. Consider and vote on Lease Agreement between the City of Ponca City and Ponca City Disc Golf Club to lease a certain parcel of land for the purpose of developing and constructing an 18-hole technical disc golf course.
9. Consider and vote upon awarding a contract in the amount of \$55,669.00 to Wireless Technologies of Tulsa, Oklahoma for the purchase of two-way radios.
10. Consider and vote on non-renewal of lease agreement between Ponca City Alternative Sports Association and the City of Ponca City and authorize leveling of existing track area to allow for future use.
11. Consider and vote upon request for authorization to advertise for bids for "Street Improvement Project-Concrete Pavement Reconstruction, Meadow Lane-Crawford Avenue to Fairway Place" Project No. GEN 12-5.
12. Consider and vote on rental of Individual cabins at Wentz Camp as recommended by the Park and Recreation Advisory Board.
13. (Removed) Consider and vote on Planning Commission recommendation to reduce the speed limit to 35 Mph on Prospect from Warwick to the railroad tracks.

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

14. Commissioner Hermann removed Item 13, and requested a brief summary on the item. Traffic Engineering Manager Mike Lane explained that in order to comply with FRA regulations on a planned quiet zone at the crossing, east bound traffic headed towards the railroad tracks must be reduced to 35mph.

Commissioner Hermann made the motion to approve Item 13 to reduce the speed limit to 35 Mph on Prospect from Warwick to the railroad tracks. Macy seconded.

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

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

15. Mayor Nicholson expressed gratitude to Citizens who turned out for the wonderful Veterans Day parade this past Saturday, to help celebrate the day.

Commissioner Anderson echoed Mayor Nicholson's appreciation for the Citizens who made the Veterans Day Parade special and to the American Legion who provided lunch for veterans after the parade.

Commissioner Macy also echoed Mayor Nicholson and Commissioner Anderson's comments on the Veteran's Day Parade. Macy also commented on what a wonderful job Rod Alexander and his staff are doing with the Golf Course and how well maintained it was.

****REPORTS****

CITY MANAGER'S REPORT

16. City Manager Craig Stephenson reported the following:

First Annual Daddy Long Legs (aka Lew Wentz) 5K Fun Run/Walk will be held this Saturday November 17 and will held **downtown** and begin at City Hall at 9:00 AM. Registration is available online at www.poncacityok.gov. Registration is \$25.00 per participant.

Annual Community Tree Lighting ceremony will be held on Wednesday, November 21, 2012 at 6:00 PM.

The Annual Lighted Christmas Parade will be held on December 7, 2012 and begin at 6:00 PM. Parade entries should be turned in by Monday, December 3, 2012. The entry forms are available online at www.poncacityok.gov.

The City of Ponca City will begin Autumn Leaf Collection on November 12, 2012 and end on January 18, 2013. Residents are asked to bag their leaves if possible. Bagged leaves placed in the regular refuse collection area will be collected free of charge until January 18, 2013. Bagged leaves will be picked up at the rate of 10 bags per pickup per day. Loose leaves should be placed within three feet of the front curb, but not in the street gutter. If leaves are raked or blown into the street gutter, they may clog the storm drains. Leaves found blown or raked into the street may result in a citation per city code. No uncontainerized leaves will be collected in alleyways.

No mulched leaves or leaves mixed with grass will be collected except by special pickup. The city crew will be working the community section by section so we ask for the public's patience during this time. It may take two weeks or more to collect the leaves due to the large volumes expected.

Another option for getting rid of your leaves would be to backyard compost them.

Lew Wentz Golf Course is holding its Bedlam Battle Golf Tournament on Sunday, November 18, 2012. This is a 2-Person Ryder Cup Format: 6 holes Scramble, 6 holes Best Ball with handicap, 6holes Alternate Shot. Tee times will begin at 11:30 am. Cost for the event is \$30/Member or \$50/Non-Member (includes green fee, cart, and lunch, prizes and tee gift). Call 767-0433 to sign up!

Zumba Classes to get you ready for the Holiday meal regiment will be offered on Tuesday and Thursday at Unity Gym. Zumba is an easy-to-follow, Latin-inspired, calorie burning dance fitness-party. Classes will be held on Tuesdays: December 4, 11, 18 and Thursdays: December 6, 13, 20, 27, 2012. Time is 5:15 to 6:15 p.m. The location will by Unity Gym, 1908 E. Woodlands. The cost is \$30 for a 10 class punch card or \$5 for walk-ins or per class.

The City of Ponca City will observe Thursday, November 22, and Friday, November 23, 2012 as City Holidays. Residential refuse will not be picked up on Thursday, November 22, or Friday, November 23, 2012. Services will resume on Monday, November 26, 2012. The Recycling Center will be closed on Thursday, November 22; Friday, November 23, and Saturday, November 24, 2012 and will reopen on Tuesday, November 27, 2012. The Landfill will be closed on Thursday, November 22, and Friday, November 23, 2012 and will reopen on Saturday, November 24, 2012.

The Library will close at 3:00 p.m. on Wednesday, November 21, 2012 and reopen at 2:00 p.m. on Sunday, November 25, 2012.

Marland's Grand Home will be closed on Thursday, November 22, 2012 and will reopen on Friday, November 23, 2012.

The Marland Mansion and Estate will be closed on Thursday, November 22, 2012 and will reopen on Friday, November 23, 2012.

Lew Wentz Memorial Golf Course will be closed on Thursday, November 22, 2012 and will reopen on Friday, November 23, 2012.

The Senior Center will be closed Thursday, November 22, 2012 and Friday, November 23, 2012.

****PUBLIC HEARINGS****

None.

****UNFINISHED BUSINESS****

None.

****NEW BUSINESS****

17. RESOLUTION NO. (REMOVED FROM AGENDA)

A RESOLUTION ESTABLISHING PUBLIC DISCLOSURE PURSUANT TO PROCEDURES SET FORTH IN 24 CFR PART 85, SECTION 85.36 (B)(3), "CODE OF CONDUCT" FOR CERTAIN MEMBERS OF THE COMMUNITY THAT CHOOSE TO SERVE AS AN ELECTED OFFICIAL OF THE CITY OF PONCA CITY BOARD OF COMMISSIONERS.

Due to absence of a Commissioner, this item was removed from the agenda for future consideration.

18. Consider and vote upon an agreement in the Not-to-Exceed amount of \$115,450.60 with Professional Engineering Consultants for construction observation and materials testing on the L.A. Cann Bridge Project over Ponca Lake.

Commissioner Hermann made the motion to approve the agreement in the Not-to-Exceed amount of \$115,450.60 with Professional Engineering Consultants for construction observation and materials testing on the L.A. Cann Bridge Project over Ponca Lake. Anderson seconded.

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

19. Consider and vote on awarding bid on Project Number Gen12-7, Remove and Replace Concrete Curb and Gutter in the 400 to 600 block of north Lake Street to River Ridge Construction and authorize Mayor to execute a contract in the amount of \$101,355.00.

Commissioner Macy made the motion on awarding the bid on Project Number Gen12-7, Remove and Replace Concrete Curb and Gutter in the 400 to 600 block of north Lake Street to River Ridge Construction and authorize Mayor to execute a contract in the amount of \$101,355.00. Hermann seconded.

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

20. Consider and vote on a contract in the amount of \$69,997.60 with Traffic and Lighting Systems, LLC on Project Gen 13-4, Installation of Protected/Permissive Left Turn Traffic Signals at various locations.

Commissioner Anderson made the motion to approve the contract in the amount of \$69,997.60 with Traffic and Lighting Systems, LLC on Project Gen 13-4, Installation of Protected/Permissive Left Turn Traffic Signals at various locations. Macy seconded.

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

21. Consider and vote on a proposal to develop a Dog Park on the southwest side of Dan Moran Park.

Commissioner Hermann made the motion to approve a proposal to develop a Dog Park on the southwest side of Dan Moran Park. Macy seconded.

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

****CITIZENS COMMENTS****

22. None.

23. The motion to adjourn was made by Commissioner Anderson and seconded by Commissioner Macy.

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

Mayor Nicholson adjourned the Board of Commissioners meeting 6:31p.m.

PASSED IN SESSION AND APPROVED THIS 26TH DAY OF NOVEMBER 2012.

ATTEST:

CITY CLERK

MAYOR



Howie Nicholson



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
NOVEMBER 12, 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
Steve Hermann, Trustee
Craig Stephenson, City Manager
Kevin Murphy, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: Lanita Chapman, Trustee

Others Present: Terry Brown, Dwaine Vincent, Tana McKinley, Aaron Michaud, Chris Henderson, Jim Fairbanks, Phil Johnston, Todd Smith, City staff; citizens; Beverly Bryant, Ponca City News.

1. Chairman Homer Nicholson called the meeting to order at 6:32 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. Macy seconded.

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

2. Consider and vote upon the minutes of the regular session held October 22, 2012.
3. Consider and vote upon authorizing Chairman to submit Monthly Operating Statement to OWRB.
4. **RESOLUTION NO. 846**

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

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

5. None.

****NEW BUSINESS****

6. Consider and vote upon a construction contract with Layne Christensen Company in the amount of \$308,349.00 for the construction of two new water wells.

Trustee Macy made the motion to approve a construction contract with Layne Christensen Company in the amount of \$308,349.00 for the construction of two new water wells. Hermann seconded.

Roll: Yeas; Macy, Hermann, and Nicholson. Nays; Anderson Abstained. Motion carried.

7. Consider and vote upon a purchase contract in the amount of \$59,430.00 with Automatic Engineering, Inc. for two Variable Speed Booster

Trustee Hermann made the motion to approve a purchase contract for \$59,430.00 with Automatic Engineering, Inc. for two Variable Speed Booster. Macy seconded.

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

8. Consider and vote on purchase of a 16,000 lb. 4X4 Truck with Diesel Engine and 9' Utility Body in the amount of \$61,095.00 from Caseco.

Trustee Macy made the motion to approve the on purchase of a 16,000 lb. 4X4 Truck with Diesel Engine and 9' Utility Body in the amount of \$61,095.00 from Caseco. Hermann seconded.

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

9. Trustee Hermann made the motion to adjourn the meeting of the Ponca City Utility Authority. Macy seconded.

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:40 p.m.

PASSED IN SESSION AND APPROVED THIS 26TH DAY of NOVEMBER 2012.



TRUST SECRETARY

Homer Nicholson
CHAIRMAN: