

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
FEBRUARY 11, 2013

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

Absent: None

Others Present: Tana McKinley, Don Bohon, Craige Baird, Rhonda Skrapke, Terry Brown, Randy Tyner, Chris Henderson, Sherri Tapp, Mike Lane, Butch Herring, City staff; citizens; Beverly Bryant, Ponca City News.

1. Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. Invocation – Pastor Matt Thompson, Asbury United Methodist Church
3. Pledge of Allegiance

****CEREMONIES AND PROCLAMATIONS****

4. Character Trait for February - Forgiveness

****CONSENT AGENDA****

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

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

5. Consider and vote upon minutes of the Ponca City Board of Commissioners Work Session held January 22, 2013, Regular Session held January 28, 2013, and a Commissioner's Work Session held on February 4, 2013.

6. **RESOLUTION NO. 6016**

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

7. Consider and vote on awarding the Audit Financial Statements of the City Of Ponca City And Ponca City Utility Authority For Fiscal Year 2012-13 (Year Ending June 30, 2013) in a total Amount not to Exceed \$43,500 to Archambo & Mueggenborg, PC, Certified Public Accountants of Bartlesville, Oklahoma.

8. Consider and Vote Upon Authorizing the City Clerk to Advertise for bids for Project Number GEN 09-11, Reconstruction of Ash Street, Overbrook To Liberty.

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

9. None.

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

10. Mayor Nicholson expressed appreciation for the Information Technology staff who handle the sound and video at each meeting.

****REPORTS****

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson reported that several Ponca City Police Department staff will be on hand on February 28th from 7:30 – 9:30 a.m. at McDonald's for a new outreach program called "Coffee With a Cop." Stephenson explained that the event would occur quarterly, at different locations, and would give the public a chance to casually meet police officers and ask questions.

Stephenson then relayed information on some Park & Recreation programs, including a Health & Wellness Fair on March 26th at the Hutchins Memorial Auditorium from 6:00 – 8:30 p.m. This will be a free event to provide resource information and screenings to the community. The department is also accepting poetry entries for an Arbor Day contest. Stephenson announced that Main Street will be having their annual awards ceremony on February 22nd at 6:00 p.m. at the Marland Mansion, and that tickets are on sale. Stephenson concluded by informing all that the 13 planned permissive left turn signals have all been installed at major intersections across Ponca City.

****PUBLIC HEARINGS****

None.

****UNFINISHED BUSINESS****

None.

****NEW BUSINESS****

12.

ORDINANCE NO. 6164

AN ORDINANCE PERTAINING TO E911 TELEPHONE SERVICE AMENDING SECTIONS 4-4A-1, 4-4A2 AND 4-4A-3 OF THE CODE OF ORDINANCES ESTABLISHING A FEE OF FIFTY CENTS (\$.50) PER MONTH ON "VOICE OVER INTERNET PROTOCOL" (VoIP) TELEPHONE SERVICE WITHIN THE PONCA CITY PSAP AND DECLARING AN EFFECTIVE DATE OF MAY 1, 2013.

Commissioner Hermann made the motion to approve the Ordinance pertaining to E911 telephone service amending sections 4-4a-1, 4-4a2 and 4-4a-3 of the Code of Ordinances establishing a fee of fifty cents (\$.50) per month on "Voice Over Internet Protocol" (VoIP) telephone service within the Ponca City PSAP and declaring an effective date of May 1, 2013. Macy seconded.

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

13. **RESOLUTION NO. 6017**

A RESOLUTION ESTABLISHING PUBLIC DISCLOSURE PURSUANT TO PROCEDURES SET FORTH IN 24 CFR PART 85.36(B) (3), "CODE OF CONDUCT" FOR PUBLIC OFFICIALS SERVING THE CITY OF PONCA CITY.

Mayor Nicholson and Commissioner Hermann exited the meeting before the item was considered.

Commissioner Anderson made the motion to approve the Resolution establishing Public Disclosure pursuant to procedures set forth in 24 CFR part 85. 85.36(b) (3), "code of conduct" for public officials serving the City of Ponca City. Macy seconded.

Roll: Yeas; Anderson, Macy, Chapman. Abstain; Nicholson, Hermann. Motion carried.

Nicholson and Hermann re-entered the meeting after the vote was taken.

****CITIZENS COMMENTS****

14. None.

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:00 p.m.

PASSED IN SESSION AND APPROVED THIS 25TH DAY OF FEBRUARY 2013.



Henry Nicholson

MAYOR



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
FEBRUARY 11, 2013

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

Absent: None.

Others Present: Tana McKinley, Don Bohon, Craige Baird, Terry Brown, Randy Tyner, Chris Henderson, Sherri Tapp, Butch Herring, City staff; citizens; Beverly Bryant, Ponca City News.

1. Chairman Homer Nicholson called the meeting to order at 6:00 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, Chapman, Anderson. Nays; none. Motion carried.

2. Consider and vote upon the minutes of the regular session held January 28, 2013.

3. **RESOLUTION NO. 853**

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

4. Consider and vote on a write off of Ponca City Utility Authority accounts with delinquent balances and transfer of uncollectible accounts to Credit Bureau Services Association for further collection.
5. Consider and vote on Septic Hauler Use Permits and DEQ Consent Forms for calendar year 2013.

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

6. None.

****NEW BUSINESS****

None

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

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:03 p.m.

PASSED IN SESSION AND APPROVED THIS 25TH DAY of FEBRUARY 2013.



Homer Nicholson

CHAIRMAN: