

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
September 8, 2014

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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 Vice-Mayor R. Mark Macy presiding:

Present: R. Mark Macy, Vice-Mayor  
Mary Beth Moore, Commissioner  
Steve Hermann, Commissioner  
Lanita Chapman, Commissioner  
Craig Stephenson, City Manager  
Kevin Murphy, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Homer Nicholson, Mayor

Others Present: Tana McKinley, Rob Dick, Phil Johnston, Mike Lane, David Horinek, Chris Henderson, Judi Newland, Anthony Rogers, Terry Brown, Johnny Barron, City staff; citizens; Steve Dye, Ponca City News.

1. CALL TO ORDER  
Vice-Mayor R. Mark Macy called the meeting to order at 5:30 p.m.
2. INVOCATION – Vice-Mayor R. Mark Macy
3. PLEDGE OF ALLEGIANCE

**\*\*CEREMONIES & PROCLAMATIONS\*\***

4. Character Trait for September: Diligence

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

The Board of Commissioners found items #5 through #11 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda as presented. Commissioner Hermann seconded.

Roll: Yeas; Chapman, Hermann, Macy, Moore. Nays; None. Motion carried.

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held August 25, 2014.
6. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6125**

***A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.***

7. Consider And Vote Upon 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.

**RESOLUTION NO. 6126**

***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. Consider And Vote 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.

**RESOLUTION NO. 6127**

***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>
Cultural Affairs Commission	William Oldfield	Re-Appointed	2017
Library Board	Carla Kervin	Re-Appointed	2017

9. Consider And Vote On Amendment To The City Of Ponca City's Group Benefit Plan (Health Insurance Plan) So As To Bring It Into Conformity With Requirements Of The Affordable Care Act With An Effective Date Of July 1, 2014.
10. Consider And Vote On Commission Policy Statement (CPS) Number 16: Credit Card Use And Application.
11. Consider And Vote Upon Final Payment In The Amount Of \$12,619.59 And Acknowledging Final Acceptance Of Project No. Gen 14-4, Grand Avenue Sidewalk Improvements, 3<sup>rd</sup> Street To 6<sup>th</sup> Street.

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

12. None.

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

13. Commissioner Mary Beth Moore recognized Major Anthony Rogers in attendance this evening and referenced his participation in the previous year's Ponca City Leadership class. Moore also stated this was the 29th year for the class in Ponca City.

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

14. CITY MANAGER'S REPORT

City Manager Craig Stephenson made the public aware that every two years OMPA undertakes a survey of our customers to help obtain information regarding service, programs, knowledge of utilities, etc. The surveys have begun and have 30 questions which take approximately 10 minutes.

Stephenson reminded everyone that September is National Preparedness Month. This is a great time to get together with family, friends or coworkers to become more prepared for disasters in your community. Gather a group and register online for America's PrepareAthon.

Stephenson announced it was time to get your team together, polish your walking shoes, and get ready for the 2<sup>nd</sup> Annual Walktober. This is an initiative of the Ponca City Healthy Community Coalition sponsored by the Kay County Health Department. You are invited to join the trend of this year's city-wide exercise competition. For more information and to register, go to the front page of the health department website or simply type kay.health.ok.gov in your web address bar.

Stephenson reported that this year's Household Hazardous Waste Event will be held on October 25, 2014 from 9:00 a.m. till 2:00 p.m. in the north parking lot of Phillips 66 located at South Avenue and Oak Street. This is a great opportunity for the community and also another great collaborative partnership between the City of Ponca City and Phillips 66 for the betterment of the community. The Drug Take Back Program will be held 9:00 a.m. till 2:00 p.m. on Saturday, October 25, 2014 in the north parking lot of Phillips 66 at South Avenue and Oak Street in conjunction with the Household Hazardous Waste Event. You can drop off unused prescriptions at the Police Department any time during the rest of the year.

15. RECEIVE BUDGET STATUS REPORT FOR THE FOURTH QUARTER ENDED JUNE 30, 2014.

Finance Director Marc LaBossiere gave a summary report of major funds for the fiscal year ended June 30, 2014.

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

16. Consider And Vote On An Agreement With Clean Harbors, Inc. To Provide Collection And Disposal Services During The October 25, 2014 Household Hazardous Waste Event.

Commissioner Moore made the motion to approve the item as presented. Commissioner Chapman seconded.

Roll: Yeas; Moore, Chapman, Macy, Hermann. Nays; None. Motion carried.

17. Consider And Vote On The Purchase In The Amount Of \$27,375 Of Paradigm Software, Compuweigh™, And Compuroute, Along With System Implementation And Standard Service Support For Environmental Services- Solid Waste Division.

Commissioner Hermann made the motion to approve item #17. Commissioner Chapman seconded.

Roll: Yeas; Hermann, Chapman, Macy, Moore. Nays; None. Motion carried.

18. Consider And Vote Upon Authorizing Advertisement Of Bids For Project Number GEN 10-4, Bridge Replacement – L.A. Cann Drive Over Turkey Creek.

Commissioner Hermann made the motion to approve item #18. Commissioner Moore seconded.

Roll: Yeas; Hermann, Moore, Macy, Chapman. Nays; None. Motion carried.

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

19. None.

20. ADJOURN

The motion to adjourn was made by Commissioner Moore and seconded by Commissioner Hermann.

Roll: Yeas; Moore, Hermann, Macy, Chapman. Nays; None. Motion carried.

Vice-Mayor Macy adjourned the Board of Commissioners meeting at 6:22 p.m.

***PASSED IN SESSION AND APPROVED THIS 22<sup>ND</sup> DAY OF SEPTEMBER 2014.***

ATTEST:

  
  
DEPUTY CITY CLERK

  
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
September 8, 2014

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 Vice-Chairman R. Mark Macy presiding.

Present: R. Mark Macy, Vice-Chairman  
Mary Beth Moore, Trustee  
Steve Hermann, Trustee  
Lanita Chapman, Trustee  
Craig Stephenson, City Manager  
Kevin Murphy, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Homer Nicholson, Chairman

Others Present: Tana McKinley, Rob Dick, Phil Johnston, Mike Lane, David Horinek, Chris Henderson, Anthony Rogers, Terry Brown, City staff; citizens; Steve Dye, Ponca City News.

1. CALL TO ORDER

Vice-Chairman R. Mark Macy called the meeting to order at 6:22 p.m.

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

The Board of Trustees found items #2 and #3 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. Trustee Chapman seconded.

Roll: Yeas; Hermann, Chapman, Macy, Moore. Nays; None. Motion carried.

2. Consider And Vote Upon The Minutes Of The Regular Session Held August 25, 2014.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 908**

***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\*\***

4. None.

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

5. Consider And Vote On A Resolution Amending The Ponca City Utility Authority (PCUA) Customer Service Guidelines By Establishing PCUA's Maximum Annual Cumulative Participation In Oklahoma Municipal Power Authority's (OMPA) "Ways I Save Electricity" (W.I.S.E.) Program At \$200,000, And Establishing The Maximum Annual Participation Level Of Any One Customer At \$20,000 Annually.

**RESOLUTION NO. 909**

***A RESOLUTION AMENDING THE PONCA CITY UTILITY AUTHORITY (PCUA) CUSTOMER SERVICE GUIDELINES BY ESTABLISHING PCUA'S MAXIMUM ANNUAL CUMULATIVE PARTICIPATION IN OKLAHOMA MUNICIPAL POWER AUTHORITY'S (OMPA) "WAYS I SAVE ELECTRICITY" (W.I.S.E.) PROGRAM AT \$200,000, AND ESTABLISHING THE MAXIMUM ANNUAL PARTICIPATION LEVEL OF ANY ONE CUSTOMER AT \$20,000 ANNUALLY.***

Trustee Chapman made the motion to approve item #5. Trustee Moore seconded.

Roll: Yeas; Chapman, Moore, Macy, Hermann. Nays; None. Motion carried.

6. ADJOURN

Trustee Chapman made the motion to adjourn the meeting of the Ponca City Utility Authority. Trustee Moore seconded.

Roll: Yeas; Chapman, Moore, Macy, Hermann. Nays; None. Motion carried.

Vice-Chairman Macy adjourned the PCUA Board of Trustees at 6:27 p.m.

***PASSED IN SESSION AND APPROVED THIS 22<sup>ND</sup> DAY of September 2014.***



ATTEST:

*Robert Myers*

ASSISTANT TRUST SECRETARY

*Norma Wickham*

CHAIRMAN