

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
March 28, 2016

Southwest Business Products E1505510LD

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
Ryan Austin, Commissioner
Lanita Chapman, Commissioner
Mary Beth Moore, Commissioner
Nancy Rathbun, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: None

Others Present: Don Bohon, Terry Brown, Skip Jump, Chris Henderson, Tana McKinley, Jim Fairbanks, City staff; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER
Mayor Homer Nicholson called the meeting to order at 5:30 p.m.
2. INVOCATION – Boy Scout Troup 524 Webelo
3. PLEDGE OF ALLEGIANCE

****CONSENT AGENDA****

The Board of Commissioners found items #4 through #6 non-controversial and routine in nature. Commissioner Austin made the motion to approve the consent agenda. Commissioner Rathbun seconded.

Roll: Yeas; Austin, Rathbun, Nicholson, Moore, Chapman. Nays; None. Motion carried.

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held March 14, 2016.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 6221

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.

6. Consider And Vote Upon A Resolution Appointing Members To Various Boards And Commissions And Establishing The Terms Of Office Thereof.

RESOLUTION NO. 6222

A RESOLUTION 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>
Park & Recreation Advisory Board	Bill Wentroth	Re-Appointed	2019

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

7. None.

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

8. Commissioner Nancy Rathbun thanked the Scout Troup for their attendance and assistance. Commissioner Mary Beth Moore welcomed the Scout Troup to the meeting.

****REPORTS****

9. CITY MANAGER'S REPORT

City Manager Craig Stephenson announced April 2, 2016 at 10:00 a.m. Ponca City Main Street will be holding the Veteran's Memorial Plaza Dedication at the corner of Grand Avenue and 4th Street.

Stephenson reminded everyone that on April 5, 2016 Commissioner Lanita Chapman will be the subject of a Roast for the Pioneer Technology Center Foundation. The annual fund raising event will be held at the American Legion and begin at 6:00 p.m. The tickets are only \$50.00 each or a table of eight for \$500.00.

Stephenson reported April 9, 2016 to be the date of the City Wide Garage Sale. It is for one day only. The City will waive the regular requirements for a garage sale with no permit fee, and it will not count towards the annual limit of 2 garage sales per year. In conjunction with the City Wide Garage Sale, the City of Ponca City's Annual Spring Clean-up begins Saturday, April 9, 2016 and runs through the following weekend. Residents need to place items out for pick up at their regular pick up location. For a list of items that will and will not be picked up, you can go to the City's website where there is more information. If residents wish to haul their items to the Landfill, there is an allowance for up to 6 free loads per resident that week. You will need to show a current PCUA Utility Bill with trash service and driver's license; the addresses on both the utility bill and driver's license must match. To discourage unauthorized commercial dumping, vehicles larger than a pick up or trailer will be charged a standard landfill fee.

Stephenson invited the public to the Kaleidoscope 5k Kolor Run being held on April 9, 2016 at Wentz Camp. This event is a unique paint race that celebrates healthiness, happiness, and individuality. It is not a timed event. Strollers are welcome, but no dogs. Wear white, and proudly display your colors! The color is food grade cornstarch and 100% natural and safe. Participants may wear sunglasses or goggles to protect their eyes and a hat or bandana. Registration forms are online at poncacityok.gov or at the Parks & Recreation Office located at 905 West Hartford. Participating sponsor for the event is TSET Healthy Living. For more information go to: www.thecolorrun.com. Registration Fee is \$5, beginning at 8:15 a.m., and the run starts at 9:00 a.m.

Stephenson notified Commissioners that the Ponca City Leadership Class of 2016 will be holding their City Government Day on April 13, 2016. There will be a luncheon held for them at Enrique's beginning at 11:20 a.m. and Oklahoma Municipal Power Authority (OMPA) will be hosting the event.

Stephenson updated the Commission stating Staff continues to work through the development of a Draft Budget for Fiscal Year 2016-17 and then reminded them that April 18 & 19, 2016 are the days scheduled for all day budget meetings with the Department Heads.

10. PONCA CITY POLICE DEPARTMENT 2015 ANNUAL REPORT

Police Chief Don Bohon went through a PowerPoint presentation, giving a statistical snapshot of 2015 activity at the Ponca City Police Department. Bohon reviewed the mission of the department, staffing and equipment resources, staff calls, and training. Dispatch received a total of 25,963 calls for service: 19,650 calls for Police Department, 4,845 calls for Fire Department, and 1486 calls for other agencies which average 3 calls for service per hour. Bohon then presented the statistics for Part 1 crimes, juvenile crimes, arrests, traffic enforcement, Animal Control and the Emergency Communications Center. Bohon also recognized the help received from the citizen volunteers who logged a total of 2963.5 hours.

****NEW BUSINESS****

11. Consider And Vote Upon Request For Authorization To Advertise For Bids For "Street And Water Line Improvement Project, Elm Street–Otoe Avenue To Ponca Avenue And Highland Avenue To Summit Avenue" Project No. GEN 16-1.

Commissioner Chapman made the motion to approve item #11 as read. Commissioner Moore seconded.

Roll: Yeas; Chapman, Moore, Nicholson, Austin, Rathbun . Nays; None. Motion Carried.

12. Consider And Vote On The Proposed E.W. Marland Estate Facility Rental Contract And Policies.

Item removed from the agenda.

13. Consider And Vote On The Proposed Marland's Grand Home Rental Contract And Policies.

Item removed from the agenda

****CITIZENS COMMENTS****

14. None

RECESS TO PONCA CITY UTILITY AUTHORITY MEETING

Commissioner Rathbun made the motion to recess to the Ponca City Utility Authority meeting. Commissioner Austin seconded.

Roll: Yeas; Rathbun, Austin, Nicholson, Moore, Chapman. Nays; None. Motion Carried.

Mayor Nicholson recessed to the Ponca City Utility Authority meeting at 6:04 p.m.

At 6:06 p.m. the Commission returned to regular session.

- 15A. Consider And Vote To Conduct An Executive Session For The Confidential Communication Between The Commission And Its Attorney On The Pending Claims Over The Construction Of The Ponca City Aquatic & Family Center. The City Attorney Advises That Public Disclosure Will Seriously Impair The Ability Of The Commission To Process The Claim And Any Possible Litigation Authorized Therefrom In The Public Interest. Authority For The Executive Session Is 25 O.S. § 307B.4.

At 6:07 p.m. a motion was made by Commissioner Rathbun to enter into executive session. Commissioner Moore seconded.

Roll: Yeas; Rathbun, Moore, Nicholson, Austin, Chapman. Nays; None. Motion Carried.

At 6:25 pm motion by Commissioner Rathbun to return to regular session. Commissioner Chapman seconded.

Roll: Yeas; Rathbun, Chapman, Nicholson, Austin, Moore. Nays; None. Motion Carried.

- 15B. Consider And Vote To Authorize Or Decline Any Litigation, As The Commission Finds Appropriate, And Which Concerns The Construction And Operation Of The Ponca City Aquatic & Family Center.

Commissioner Chapman made the motion to authorize the Mayor to sign an agreement with the Ponca City YMCA for any litigation necessary. Commissioner Moore seconded.

Roll: Yeas; Chapman, Moore, Nicholson, Austin, Rathbun. Nays; None. Motion Carried.

16. ADJOURN

The motion to adjourn was made by Commissioner Rathbun and seconded by Commissioner Austin.

Roll: Yeas; Rathbun, Austin, Nicholson, Moore, Chapman. Nays; None. Motion carried.

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:28 p.m.

PASSED IN SESSION AND APPROVED THIS 11TH DAY OF APRIL 2016.



ATTEST:

CITY CLERK

MAYOR

Harmon Nicholson

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
March 28, 2016

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
Ryan Austin, Trustee
Lanita Chapman, Trustee
Mary Beth Moore, Trustee
Nancy Rathbun, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Marc LaBossiere, Secretary

Absent: None

Others Present: Don Bohon, Terry Brown, Chris Henderson, Tana McKinley, Jim Fairbanks, City staff; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 6:04 p.m.

****CONSENT AGENDA****

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

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

Roll: Yeas; Austin, Chapman, Nicholson, Rathbun, Moore. Nays; None. Motion carried.

2. Consider And Vote Upon The Minutes Of The Regular Session Held March 14, 2016.

3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 958

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

4. Consider And Vote Upon Authorizing Chairman To Submit Monthly Operating Statement To OWRB.

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

5. None.

****NEW BUSINESS****

None

6. ADJOURN

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

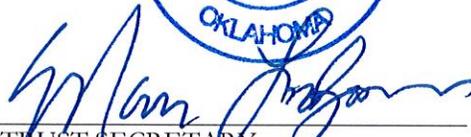
Roll: Yeas; Moore, Rathbun, Nicholson, Austin, Chapman. Nays; None. Motion carried.

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:06 p.m.

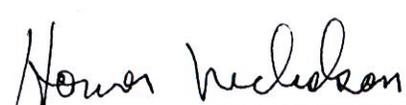
PASSED IN SESSION AND APPROVED THIS 11TH DAY of APRIL 2016.



ATTEST:



TRUST SECRETARY



CHAIRMAN