

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
May 9, 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: Judi Newland, Terry Brown, Tana McKinley, Anthony Rogers, Jim Fairbanks, Tyler Autry, 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 – Elder John Summers, Hartford Church of Christ
3. PLEDGE OF ALLEGIANCE

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

4. Character Trait for May: Sincerity

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

The Board of Commissioners found items #5 through #10 non-controversial and routine in nature. Commissioner Austin made the motion to approve the consent agenda with amendment noting item #10 effective date is July 1, 2016. Commissioner Chapman seconded.

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

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held April 11, 2016.
6. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6230**

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

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

**RESOLUTION NO. 6231**

***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>
Board of Adjustment	Sonja Long	Re-Appointed	2019
Construction Appeals Board	L. Randol Marzoula	Re-Appointed	2021
Cultural Affairs Commission	Chris LittleCook	Re-Appointed	2019
Cultural Affairs Commission	Terry Vandell-Bell	Re-Appointed	2019
Planning Commission	Bonnie Cook	Re-Appointed	2019
Planning Commission	Winston Lindsay	Re-Appointed	2019
Planning Commission	Dwain West	Re-Appointed	2019

8. Consider And Vote On Renewing Contract With OPTUM For Individual And Aggregate Re-Insurance On The City's Health Insurance Benefit Plan For The Fiscal Year Beginning July 1, 2016, Subject To Appropriation, And Authorize The Mayor To Execute All Related Documents.
9. Consider And Vote On Changing The City Of Ponca City's Employee Term Life Insurance To Symetra Life Insurance Company For The Fiscal Year Beginning July 1, 2016 And Authorize The Mayor To Execute All Related Documents.
10. Consider And Vote On The Summary Of Modifications To The City Of Ponca City's Group Benefit Plan (Medical/Dental/RX Plan) With An Effective Date Of July 1, 2017 And Authorize The Mayor To Execute All Related Documents.

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

11. None.

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

12. Mayor Homer Nicholson mentioned last Friday's premier of the E.W. Marland movie was an excellent documentary, very exciting, and encouraged the public to see the movie.

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

13. CITY MANAGER'S REPORT

City Manager Craig Stephenson praised the Premiere of "High Stakes: The Life and Times of E.W. Marland" held at the Poncan Theatre this past weekend. Stephenson encouraged anyone who did not get to see the documentary during the Premier weekend to buy and watch it. The DVD is available for purchase at the Marland Mansion. It is superbly put together and extremely educational about an individual who had a huge impact on Ponca City and still does today.

Stephenson noted the Touch a Truck event will be held this Saturday, May 14, 2016, in the parking lot behind the Ponca City Library. The event will be held from 11:00 a.m. till 1:00 p.m.

Stephenson reported the two Housing projects that were submitted by MACO Management Co. Inc. did not receive funding from the Oklahoma Housing Finance Agency. The Community Place Apartments would have renovated the Community Building at 223 E. Grand Avenue with 24 units and built a new apartment complex in the 300 block of East Chestnut with 24 units for a total of 48 units. The Copper Ridge Apartments project would have been a renovation of 54 units. MACO Management Co. Inc. will resubmit these applications for consideration at the Fall meeting of OHFA.

Stephenson announced that Ponca City Main Street was recognized with several awards at the Oklahoma Main Street Awards Banquet held May 5, 2016, in Oklahoma City. First up, Best Community Education/Public Awareness Activity: Ponca City Main Street's Hip-Storic Banners won first place. Next up, Premier Special Event Over 1,000 Attendees: Ponca City's Main Street – Crazy Days Street Party. The third category that Ponca City Main Street won an award for was Best Façade Rehabilitation Over \$10,000 – Ponca City Public Schools East Administration Building. Once again, for Main Street Community of the Year, Ponca City Main Street made the top 10 programs in the state.

Stephenson proudly acknowledged Curtis Adams, Chief Operator at Ponca City Wastewater Treatment Plant, who received The William D. Hatfield Award at the Oklahoma Water Environmental Annual Conference in Tulsa, Oklahoma on May 4, 2016. The William D. Hatfield Award is presented to operators of wastewater treatment plants for outstanding performance and professionalism. The award was established in honor of Dr. William D. Hatfield, President of the Central States Sewage Works Association in 1944-45 and President of the Water Environment Federation in 1958-59.

Stephenson concluded by stating the City of Ponca City organization is full of extremely talented and committed individuals.

Mayor Nicholson congratulated Curtis Adams for his outstanding work and the award he received.

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

- 14 Conduct A Public Hearing On The Proposed Budget For Fiscal Year 2016-17.

Finance Director Marc LaBossiere gave an overview of the proposed budget to begin July 1, 2016.

No public comment was received.

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

15. Consider And Vote Upon A Resolution Establishing A New Accounting Fund Called The Workers' Compensation Fund, Transferring Certain Assets And Liabilities From The Insurance Fund To Said New Fund And Directing The Finance Director To Implement Changes.

**RESOLUTION NO. 6232**

***A RESOLUTION ESTABLISHING A NEW ACCOUNTING FUND CALLED THE WORKERS' COMPENSATION FUND, TRANSFERRING CERTAIN ASSETS AND LIABILITIES FROM THE INSURANCE FUND TO SAID NEW FUND AND DIRECTING THE FINANCE DIRECTOR TO IMPLEMENT CHANGES.***

Commissioner Moore made the motion to approve item #15 as presented. Commissioner Chapman seconded.

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

16. Consider And Vote Upon Awarding The Contract And Authorizing The Execution Of The Contract Documents In The Amount Of \$604,315.14 To Evans And Associates Construction Company, Inc. Of Ponca City, Oklahoma 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 Rathbun made the motion to approve item #16. Commissioner Austin seconded.

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

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

17. None.

18. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:58 p.m.

***PASSED IN SESSION AND APPROVED THIS 23<sup>RD</sup> DAY OF MAY 2016.***

ATTEST:

  
*Janet Myers*  
DEPUTY CITY CLERK

*Maureen Moore*  
VICE MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
May 9, 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: Terry Brown, Tana McKinley, Anthony Rogers, Jim Fairbanks, Tyler Autry, 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 5:58 p.m.

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

The Board of Trustees found items #2 through #6 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 Moore seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held April 25, 2016.

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

**RESOLUTION NO. 963**

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

4. Consider And Vote Upon A Resolution Amending The Operating Budget Of Various Funds Of The Ponca City Utility Authority, As Detailed On Amendment #6, For Fiscal Year 2015-16.

**RESOLUTION NO. 964**

***A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS FUNDS OF THE PONCA CITY UTILITY AUTHORITY, AS DETAILED ON AMENDMENT #6, FOR FISCAL YEAR 2015-16.***

5. Consider And Vote On Completion And Delivery Of The 2015 Water Quality Report (CCR).
6. Consider And Vote On Acknowledging Receipt Of Construction Permit No. WL000036150900 For Construction Of 336 LF Of A 6-Inch Water Line To Serve 2<sup>nd</sup> Street From Broadway Avenue To Hazel Avenue; Construction Permit No. WL000036150706 For Construction Of A 1,291 LF Of 6-Inch Water Line To Serve The Highland Park Addition; And Construction Permit No. SL000036150707 For Construction Of A 1,778 LF Of 8-Inch Sewer Line To Serve The Highland Park Addition.

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

7. None.

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

None

8. ADJOURN

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

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

Chairman Nicholson adjourned the PCUA Board of Trustees at 6:02 p.m.

*PASSED IN SESSION AND APPROVED THIS 23<sup>RD</sup> DAY of MAY 2016.*

ATTEST:



*Janet Ivers*  
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ASSISTANT TRUST SECRETARY

*Michael Moore*  
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VICE CHAIRMAN