

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
September 26, 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 Vice-Mayor Mary Beth Moore presiding:

Present: Mary Beth Moore, Vice-Mayor
Ryan Austin, Commissioner
Lanita Chapman, Commissioner
Nancy Rathbun, Commissioner
Tana McKinley, Assistant City Manager
Michael Vanderburg, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: Homer Nicholson, Mayor
Craig Stephenson, City Manager

Others Present: Terry Brown, Randy Tyner, Brad LaRue, Rhonda Skrapke, Mike Lane, David Keathly, David Horinek, Butch Herring, City staff; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER
Vice-Mayor Mary Beth Moore called the meeting to order at 5:30 p.m.
2. INVOCATION – Chaplain Wes Young, Kay County Detention Center
3. PLEDGE OF ALLEGIANCE

****CONSENT AGENDA****

The Board of Commissioners found items #4 through #8 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda as read. Commissioner Austin seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Work Session Held September 6, 2016 And Regular Session Held September 12, 2016.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 6255

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.

6. Consider And Vote Upon A Resolution Designating Certain City Employees As Purchasing Officers With Authority To Make Purchases Against City And Municipal Trust Appropriations.

RESOLUTION NO. 6256

A RESOLUTION DESIGNATING CERTAIN CITY EMPLOYEES AS PURCHASING OFFICERS WITH AUTHORITY TO MAKE PURCHASES AGAINST CITY AND MUNICIPAL TRUST APPROPRIATIONS.

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

RESOLUTION NO. 6257

***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 OF OFFICE</u>
Historic Preservation Advisory Panel	Donna Reid	Re-Appointed	June 1, 2016-May 31, 2019

8. Consider And Vote On Request To Install Stop Signs On 10th Street At Maple Avenue.

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

9. None.

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

10. Vice Mayor Mary Beth Moore stated that although it was bittersweet to watch the Hutchins Memorial being torn down, she did look forward to the new building going in its place.

Commissioner Nancy Rathbun reminded everyone that October 1, 2016 is the first day of Oktoberfest on the grounds of the Marland Mansion Estate.

****REPORTS****

11. CITY MANAGER'S REPORT

Assistant City Manager Tana McKinley stated that Mayor Homer Nicholson and City Manager Craig Stephenson presented the State of the City Report at the Ponca Politics on Friday, September 23, 2016. For those who were not able to attend, the video can be found on the City's website.

McKinley announced it was a great turnout for the Household Hazardous Waste day on Saturday, September 24, 2016 with 612 vehicles bringing hazardous waste to be taken care of properly.

McKinley notified the public that the Oklahoma Municipal Power Authority (OMPA) has selected Metrics Matrix, a bi-annual customer satisfaction survey. OMPA will be making calls to customers throughout the month of October 2016. The results of the survey will help determine customer satisfaction related to Ponca City Energy and programs they may want to consider providing to the customers in the future.

McKinley announced the hours for Oktoberfest: Saturday, October 1, 2016, 10:00 a.m. to 7:00 p.m., and Sunday, October 2, 2016, 1:00 p.m. to 4:00 p.m.

12. MAIN STREET REPORT

This item was removed.

13. RECEIVE BUDGET STATUS REPORT FOR THE FOURTH QUARTER ENDED JUNE 30, 2016.

Finance Director Marc LaBossiere gave a summary report on operations for the fiscal year ended June 30, 2016.

****NEW BUSINESS****

14. Consider And Vote To Approve A Contract In The Amount Of \$114,471.00 For The FY-2016 Community Development Block Grant (CDBG) Small Cities Program Between The Oklahoma Department Of Commerce And The City Of Ponca City.

Commissioner Austin made the motion to approve item #14 as stated. Commissioner Rathbun seconded.

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

15. Consider And Vote Upon Authorizing The City Clerk To Advertise For Bids For Project No. Gen 17-5, Sidewalk Improvement Project, Third Street From Grand To Cleveland.

Commissioner Rathbun made the motion to approve item #15 as read. Commissioner Austin seconded.

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

16. Consider And Vote Upon Awarding The Contract And Authorizing The Execution Of The Contract Documents In The Amount Of \$168,694 To Mid-Continental Restoration Company, Inc. Of Fort Scott, Kansas For "Marland Estate North Terrace Improvements, 901 Monument Road."

Commissioner Rathbun made the motion to approve item #16 as read. Commissioner Chapman seconded.

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

****CITIZENS COMMENTS****

17. None.

18. ADJOURN

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

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

Vice-Mayor Mary Beth Moore adjourned the Board of Commissioners meeting at 6:04 p.m.

PASSED IN SESSION AND APPROVED THIS 10TH DAY OF OCTOBER 2016.

ATTEST:

CITY CLERK



MAYOR

Henry Wilkerson

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
September 26, 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 Vice-Chairman Mary Beth Moore presiding.

Present: Mary Beth Moore, Vice-Chairman
Ryan Austin, Trustee
Lanita Chapman, Trustee
Nancy Rathbun, Trustee
Tana McKinley, Assistant City Manager
Michael Vanderburg, Trust Attorney
Marc LaBossiere, Secretary

Absent: Homer Nicholson, Chairman
Craig Stephenson, City Manager

Others Present: Terry Brown, Randy Tyner, Brad LaRue, Butch Herring, City staff; citizens;
Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

Vice-Chairman Mary Beth Moore called the meeting to order at 6:04 p.m.

****CONSENT AGENDA****

The Board of Trustees found items #2 through #7 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 Rathbun seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held September 12, 2016.

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

RESOLUTION NO. 976

***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 #3, For Fiscal Year 2016-17.

RESOLUTION NO. 977

***A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS FUNDS OF THE
PONCA CITY UTILITY AUTHORITY, AS DETAILED ON AMENDMENT #3, FOR FISCAL YEAR
2016-17.***

5. Consider And Vote Upon Authorizing Chairman To Submit Monthly Operating Statement To OWRB.
6. Consider And Vote On The Purchase Of A Current Year Model Case IH Magnum 180 MFD Equipped With A Case IH 1785 Loader (With Grapple) In The Amount Of \$156,642 From F. W. Zaloudek Of Kremlin, OK.
7. Consider And Vote On Purchase Of A 2017 16,000 Lb 4X4 Truck With Diesel Engine And 9' Utility Body In The Amount Of \$62,897 From John Vance Motors.

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

8. None.

****NEW BUSINESS****

None

9. ADJOURN

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

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

Vice-Chairman Mary Beth Moore adjourned the PCUA Board of Trustees at 6:07 p.m.

PASSED IN SESSION AND APPROVED THIS 10TH DAY of OCTOBER 2016.

ATTEST:



Mary Beth Moore

TRUST SECRETARY

Homer Wilkinson

CHAIRMAN