

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
May 22, 2017

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 Nancy Rathbun presiding:

Present: Nancy Rathbun, Vice-Mayor
Lanita Chapman, Commissioner
Ryan Austin, Commissioner
Shasta Scott, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Janet Ivers, Deputy City Clerk

Absent: Homer Nicholson, Mayor
Marc LaBossiere, Finance Director/City Clerk

Others Present: Darwin Haney, Judi Newland, Randy Tyner, John Andrew, Terry Brown, Phil Johnston, Rob Dick, Hong Fu, Butch Herring, Tana McKinley, Dave Williams, Jim Fairbanks, City staff; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER
Vice-Mayor Nancy Rathbun called the meeting to order at 5:30 p.m.
2. INVOCATION – Tana McKinley, Assistant City Manager
3. PLEDGE OF ALLEGIANCE

****CONSENT AGENDA****

The Board of Commissioners found items #4 through #9 non-controversial and routine in nature. Commissioner Austin made the motion to approve the consent agenda. Commissioner Chapman seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held May 8, 2017 And Work Session Held May 15, 2017.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 6293

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. 6294

A RESOLUTION APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS AND ESTABLISHING THE TERMS OF OFFICE THEREOF.

<u>BOARD</u>	<u>NAME</u>	<u>TERM</u>	<u>TERM OF OFFICE</u>
Ponca City Housing Authority	Todd Burlie	Re-Appointed	6-1-17 to 5-31-20
Ponca City Housing Authority	James Roland	Re-Appointed	6-1-17 to 5-31-20
Park & Rec Advisory Board	Garrett Bowers	Re-Appointed	6-1-17 to 5-31-20

7. 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 Or Vice Mayor To Execute All Related Documents.
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, 2017, And Authorize The Mayor Or Vice Mayor To Execute All Related Documents.
9. Consider And Vote Upon The Purchase Of A Utility Easement That Will Allow For A Water Line To Be Constructed Servicing The Lakewood Addition And Surrounding Areas.

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

10. None.

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

11. None.

****REPORTS****

12. CITY MANAGER'S REPORT

City Manager Craig Stephenson gave a final reminder to the public that Ambuc and Wentz pools will open on May 29, 2017 at 1:00 p.m. The AMBUC pool schedule will be Water Aerobics Monday, Tuesday, Thursday, and Friday from 9:30-10:15 a.m. with Senior Swim/Adult Lap Swim on Monday, Tuesday, Thursday, Friday, and Saturday from 10:30-12:45 p.m. The cost for these two activities is \$1.00 each time. Open Swim is from 1:00-7:00 p.m. daily except Wednesday, and the cost for Open Swim Adult is \$2.00 and \$1.00 for 12 and under. The Wentz pool schedule will be Open Swim 1:00-7:00 p.m. Sunday, Tuesday, Wednesday, Friday, and Saturday. Extended Swim is offered on Thursday evening from 1:00-9:00 p.m. The cost for each of these sessions is \$2.00 for adults and \$1.00 for 12 and under.

Stephenson congratulated Ponca City Main Street on their recent awards at the Oklahoma Main Street Awards ceremony. Ponca City Main Street won the Premier Partner Award, Creative New Event, Best Placemaking Project, and was also recognized as a Top 10 Main Street Program in the State

Stephenson made everyone aware that the Ponca City Library will be upgrading its computer software Tuesday, May 23, 2017. This upgrade will affect services for patrons. During the upgrade, library customers will only be able to return items and check out items with a physical library card. Services not available that day include fine payment, renewals, placing a hold, making a new card, book title searches, search for account by photo, the library's online catalog, the library's electronic books and audiobooks, and the library's databases and online resources. For questions, please contact a library staff member at 580-767-0345.

Stephenson announced that the Lew Wentz Golf Course will be offering their Junior Golf Program on June 19-29, 2017 from 10:30 a.m. to 12:00 p.m. Beginning junior golfers who are ages 6-8 are eligible. There will be classes in putting, chipping, full swing, and play. There are no makeup lessons or partial refunds due to absences. If it is raining, call the pro shop to inquire about cancellations or schedule changes. Contact Kevin Brown with questions or to enroll at 767-0433. The cost for the program will be \$75.00

Stephenson made it known that a Free Fishing Clinic will be held on June 6, 2017 at the Marland Mansion Pond 9:00-11:00 a.m. The Free Fishing Clinic is for youth who are ages 15 and under. Even though the clinic is free, all participants must be pre-registered. This will be a catch and release event, and only "live" bait may be used. Kids will have the opportunity to learn how to cast, tie knots, identify fish, and enjoy fishing. Call the Parks and Recreation Department at 767-0432 to register.

Stephenson invited the public to Tai Chi in the park on June 10, 17, 24, and July 1, 2017 at the Cann Gardens beginning at 9:00 a.m.

Stephenson informed the public that the City will be observing Memorial Day on May 29, 2017. City offices will be closed which means that residential refuse will not be picked up that day, and the Recycling Center will be closed as well as the Landfill. However, Wentz Golf Course, the Marland Mansion, and both AMBUC and Wentz pools will be open.

Stephenson stated the Ponca City Fire Department distributed 164 smoke alarms at the Touch-a-Truck event held Saturday, May 20, 2017. The smoke alarms, which are being provided free to the public, were purchased with grant funds provided by Phillips 66. The next distribution event will be the Juneteenth celebration event being held Saturday, June 17, 2017.

Stephenson reported that Ponca City Main Street will host the 2nd annual Battle of the Burger on Friday, June 2, 2017. The event begins at 5:00 p.m. downtown behind the library, and is held in conjunction with Cruzin' Grand which begins at 6:00 p.m.

****NEW BUSINESS****

13. Consider And Vote Upon An Ordinance Amending The City Code To Provide For Increased Electric Rates, Repealing Ordinances In Conflict, Providing For Severability And Declaring An Effective Date.

ORDINANCE NO. 6234

AN ORDINANCE AMENDING THE CITY CODE TO PROVIDE FOR INCREASED ELECTRIC RATES, REPEALING ORDINANCES IN CONFLICT, PROVIDING FOR SEVERABILITY AND DECLARING AN EFFECTIVE DATE.

Commissioner Chapman made the motion to approve item #13 as stated. Commissioner Austin seconded.

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

14. Consider And Vote Upon An Ordinance Amending The City Code, Title 9, Chapter 8c-8, Stormwater Utility Service Charge Rates, Repealing Ordinances In Conflict; Providing For Severability; With An Effective Date Of July 1, 2017.

ORDINANCE NO. 6235

AN ORDINANCE AMENDING THE CITY CODE, TITLE 9, CHAPTER 8C-8, STORMWATER UTILITY SERVICE CHARGE RATES, REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; WITH AN EFFECTIVE DATE OF JULY 1, 2017.

Commissioner Austin made the motion to approve item #14. Commissioner Chapman seconded.

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

15. Consider And Vote Upon An Ordinance Amending The City Code To Provide For Recovery Of Increased Costs In Certain Solid Waste Collection And Landfill Rates, Repealing Ordinances In Conflict And Establishing An Effective Date.

ORDINANCE NO. 6236

AN ORDINANCE AMENDING THE CITY CODE TO PROVIDE FOR RECOVERY OF INCREASED COSTS IN CERTAIN SOLID WASTE COLLECTION AND LANDFILL RATES, REPEALING ORDINANCES IN CONFLICT AND ESTABLISHING AN EFFECTIVE DATE.

Commissioner Chapman made the motion to approve item #15 as stated. Commissioner Austin seconded.

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

- 16A. Consider And Vote On An Ordinance Amending The City Code In Regard To Wastewater Charges To Provide For Costs Recovery In All Aspects Of Wastewater Collection, Treatment, And Capital Expenses Associated Therewith And Recovery Of Costs Of Support Services Furnished By Various City Departments, Repealing Ordinances In Conflict; Providing For Severability And Establishing Effective Date.

ORDINANCE NO. 6237

AN ORDINANCE AMENDING THE CITY CODE IN REGARD TO WASTEWATER CHARGES TO PROVIDE FOR COSTS RECOVERY IN ALL ASPECTS OF WASTEWATER COLLECTION, TREATMENT, AND CAPITAL EXPENSES ASSOCIATED THEREWITH AND RECOVERY OF COSTS OF SUPPORT SERVICES FURNISHED BY VARIOUS CITY DEPARTMENTS, REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY AND ESTABLISHING EFFECTIVE DATE.

Commissioner Austin made the motion to approve item #16A as stated. Commissioner Chapman seconded.

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

- 16B. Consider And Vote On An Ordinance Amending The City Code In Regard To Industrial Pretreatment Annual Permit Fee To Provide For Adjustment Of Permit Fee For Industrial Users, Repealing Ordinances In Conflict; Providing For Severability And Establishing An Effective Date.

ORDINANCE NO. 6238

AN ORDINANCE AMENDING THE CITY CODE IN REGARD TO INDUSTRIAL PRETREATMENT ANNUAL PERMIT FEE TO PROVIDE FOR ADJUSTMENT OF PERMIT FEE FOR INDUSTRIAL USERS, REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

Commissioner Chapman made the motion to approve item #16B as stated. Commissioner Scott seconded.

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

17. Consider And Vote On An Ordinance Amending The City Code In Regard To Water Fee Charges To Provide For Costs Recovery In All Aspects Of Water Collection, Treatment, Distribution, Capital Expenses Associated Therewith And Recovery Of Costs Of Support Services Furnished By Various City Departments, Repealing Ordinances In Conflict; Providing For Severability And Establishing Effective Date.

ORDINANCE NO. 6239

AN ORDINANCE AMENDING THE CITY CODE IN REGARD TO WATER FEE CHARGES TO PROVIDE FOR COSTS RECOVERY IN ALL ASPECTS OF WATER COLLECTION, TREATMENT, DISTRIBUTION, CAPITAL EXPENSES ASSOCIATED THEREWITH AND RECOVERY OF COSTS OF SUPPORT SERVICES FURNISHED BY VARIOUS CITY DEPARTMENTS, REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY AND ESTABLISHING EFFECTIVE DATE.

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

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

****CITIZENS COMMENTS****

18. None.

19. ADJOURN

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

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

Vice-Mayor Rathbun adjourned the Board of Commissioners meeting at 5:49 p.m.

PASSED IN SESSION AND APPROVED THIS 12TH DAY OF JUNE 2017.

ATTEST

CITY CLERK



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[Handwritten signature: Homer Wicklison]
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
May 22, 2017

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 Nancy Rathbun presiding.

Present: Nancy Rathbun, Vice-Chairman
Ryan Austin, Trustee
Lanita Chapman, Trustee
Shasta Scott, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Janet Ivers, Assistant Secretary

Absent: Homer Nicholson, Chairman
Marc LaBossiere, Secretary

Others Present: Darwin Haney, Judi Newland, Randy Tyner, John Andrew, Terry Brown, Phil Johnston, Rob Dick, Hong Fu, Butch Herring, Tana McKinley, Dave Williams, Jim Fairbanks, City staff; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

Vice-Chairman Nancy Rathbun called the meeting to order at 5:49 p.m.

****CONSENT AGENDA****

The Board of Trustees found items #2 through #5 noncontroversial and routine in nature by the governing body and are approved by one motion.

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

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held May 8, 2017.

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

RESOLUTION NO. 995

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.

5. Consider And Vote On An Annual "Pledge And Guarantee" Document Which Is Part Of A Participation Agreement With The Association For Landfill Financial Assurance (ALFA).

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

6. None.

****NEW BUSINESS****

7. Consider And Vote On Construction Contract In The Amount Of \$270,819 With Krapff-Reynolds Construction Company For The Franklin Street Sewer Project.

Trustee Chapman made the motion to approve item #7 as stated. Trustee Austin seconded.

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

8. Consider and vote on contract with Cabbiness Engineering, LLC in the not-to-exceed amount of \$162,000 to provide preliminary engineering, design, and project administration services for Bois D'Arc Sanitary Sewer Interceptor Replacement Project.

Trustee Chapman made the motion to approve item #8 as stated. Trustee Austin seconded.

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

9. Consider And Vote On Agreement With Garver In The Not-To-Exceed Amount Of \$123,650 To Provide Survey And Preliminary Design Services For The Water Recycle And Solids Handling Improvement Project.

Trustee Austin made the motion to approve item #9. Trustee Chapman seconded.

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

10. ADJOURN

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

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

Vice-Chairman Rathbun adjourned the PCUA Board of Trustees at 5:59 p.m.

PASSED IN SESSION AND APPROVED THIS 12TH DAY of JUNE 2017.


ATTEST

TRUST SECRETARY


CHAIRMAN