

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
August 14, 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 Mayor Homer Nicholson presiding:

Present: Homer Nicholson, Mayor  
Lanita Chapman, Commissioner  
Shasta Scott, Commissioner  
Craig Stephenson, City Manager  
Michael Vanderburg, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Nancy Rathbun, Commissioner  
Ryan Austin, Commissioner

Others Present: Tana McKinley, Jim Fairbanks, Chris Henderson, Rob Dick, David Keathly, Dave Williams, Anthony Rogers, Eric Newell, Butch Herring, Jesse Beck, 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 5:31 p.m.
2. INVOCATION – Ralph Hann, New Hope Christian Fellowship
3. PLEDGE OF ALLEGIANCE

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

4. Character Trait for August: Punctuality

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

The Board of Commissioners found items #5 through #9 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda as read. Commissioner Scott seconded.

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

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held July 24, 2017.
6. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6314**

***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. 6315

*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>
Personnel Board	Robert Howard	Re-Appointed	8-14-17 to 5-31-20
Personnel Board	Laura Wedd	Re-Appointed	8-14-17 to 5-31-20

8. Consider And Vote On Accepting The Conveyance Of A Permanent Utility Easement Located In Block 1 Of North Addition To The City Of Ponca City, Located North Of The 400 Block Of East Hartford Avenue.
9. Consider And Vote On Amendment No. 5 To LBR, Inc. For Professional Airport Consulting Services For Airport Improvement Projects At The Ponca City Regional Airport.

**\*\*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 informed all that the new play structure in Garfield Park is now operational.

Stephenson invited the public to the Library's Solar Eclipse Watch Party on Monday, August 21, 2017 from noon to 2:00 p.m. Bring your lawn chair and watch from the Library lawn. The Library will be handing out eclipse shades to only those who are present beginning at noon on the south end of the Library lawn.

Stephenson stated that the Oklahoma Museum Association is holding training sessions at the Marland Mansion on Grant Proposals and Preparing for Institutional Emergencies August 14 and 15, 2017.

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

- 13A. Conduct A Public Hearing On Subparagraph (B) Hereof.

Development Services Director Chris Henderson introduced the issue.

No comment was received.

- 13B. Consider And Vote On An Ordinance Authorizing The Partial Closing Of A Platted Utility Easement In Block 1 Of North Addition To The City Of Ponca City, More Particularly Described Below, Located North Of The 400 Block Of East Hartford Avenue, Ponca City, Kay County, Oklahoma.

**ORDINANCE NO. 6242**

***AN ORDINANCE AUTHORIZING THE PARTIAL CLOSING OF A PLATTED UTILITY EASEMENT IN BLOCK 1 OF NORTH ADDITION TO THE CITY OF PONCA CITY, MORE PARTICULARLY DESCRIBED BELOW, LOCATED NORTH OF THE 400 BLOCK OF EAST HARTFORD AVENUE, PONCA CITY, KAY COUNTY, OKLAHOMA.***

Commissioner Scott made the motion to approve item #13B. Commissioner Chapman seconded.

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

- 14A. Conduct A Public Hearing On Subparagraph (B) Hereof.

Development Services Director Chris Henderson introduced the issue.

No comment was received.

- 14B. Consider And Vote On An Ordinance Authorizing The Partial Closing Of A Platted Utility Easement In Block 1 Of Crawford Park Addition To The City Of Ponca City, More Particularly Described Below, Located North Of The 1800 Block Of East Hartford Avenue, Ponca City, Kay County, Oklahoma.

**ORDINANCE NO. 6243**

***AN ORDINANCE AUTHORIZING THE PARTIAL CLOSING OF A PLATTED UTILITY EASEMENT IN BLOCK 1 OF CRAWFORD PARK ADDITION TO THE CITY OF PONCA CITY, MORE PARTICULARLY DESCRIBED BELOW, LOCATED NORTH OF THE 1800 BLOCK OF EAST HARTFORD AVENUE, PONCA CITY, KAY COUNTY, OKLAHOMA.***

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

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

- 15A. Conduct A Public Hearing On Subparagraph (B) Hereof.

Development Services Director Chris Henderson introduced the issue.

No comment was received.

- 15B. Consider And Vote On An Ordinance Authorizing The Closing Of A Public Alley With The Retention Of The Utility Easement Lying Within Block 38, Lynchville Addition To The City Of Ponca City, More Particularly Described Below, Located South Of The 300 Block Of East Otoe Avenue.

**ORDINANCE NO. 6244**

***AN ORDINANCE AUTHORIZING THE CLOSING OF A PUBLIC ALLEY WITH THE RETENTION OF THE UTILITY EASEMENT LYING WITHIN BLOCK 38, LYNCHVILLE ADDITION TO THE CITY OF PONCA CITY, MORE PARTICULARLY DESCRIBED BELOW, LOCATED SOUTH OF THE 300 BLOCK OF EAST OTOE AVENUE.***

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

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

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

- 16A. Consider And Vote On An Ordinance Amending City Code Section 3-5-4 Removing The Hutchins Memorial, Repealing Ordinances In Conflict, Providing For Severability, And Declaring An Emergency.

**ORDINANCE NO. 6245**

***AN ORDINANCE AMENDING CITY CODE SECTION 3-5-4 REMOVING THE HUTCHINS MEMORIAL, REPEALING ORDINANCES IN CONFLICT, PROVIDING FOR SEVERABILITY, AND DECLARING AN EMERGENCY.***

Commissioner Scott made the motion to approve item #16A. Commissioner Chapman seconded.

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

- 16B. Consider And Vote On The Emergency Clause Of The Ordinance.

The item was skipped.

17. Consider And Vote Upon Awarding The Contract In The Amount Of \$104,017.75 And Authorizing The Execution Of The Contract Documents To River Ridge Construction, LLC Of Ponca City, Oklahoma For "War Memorial Park Walking Trails Reconstruction – Phase 3," Project No. GEN 18-1.

Commissioner Chapman made the motion to approve item #17 as stated. Commissioner Scott seconded.

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

18. Consider And Vote Upon Final Payment In The Amount Of \$80,432.06, To River Ridge Construction, LLC, To Accept All Work As Complete For "Street Improvement Project, Concrete Pavement Reconstruction, Lincoln Street – Oklahoma Avenue To Central Avenue," Project No. GEN 17-3.

Commissioner Scott made the motion to approve item #18 as stated. Commissioner Chapman seconded.

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

19. Consider And Vote On An Agreement With Standley Systems In The Amount Of \$4,494.64 Per Month For Managed Print Services And Authorizing The Mayor To Sign Any And All Documents Necessary To Initiate The Agreement.

Commissioner Scott made the motion to approve item #19 as stated. Commissioner Chapman seconded.

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

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

20. None.

21. ADJOURN

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

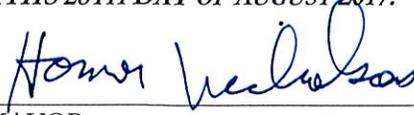
Roll: Yeas; Chapman, Scott, Nicholson. Nays; None. Motion carried.

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:11 p.m.

***PASSED IN SESSION AND APPROVED THIS 28TH DAY OF AUGUST 2017.***

ATTEST  
  
CITY CLERK



  
MAYOR