

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
November 13, 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
Nancy Rathbun, Commissioner
Lanita Chapman, Commissioner
Shasta Scott, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: Ryan Austin, Commissioner

Others Present: Mike Lane, Randy Tyner, Don Nuzum, Rob Dick, Tana McKinley, Chris Henderson, Jim Fairbanks, Jesse Beck, John Andrew, Brad LaRue, Butch Herring, 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 – April Coates, Albright United Methodist Church
3. PLEDGE OF ALLEGIANCE

****CEREMONIES & PROCLAMATIONS****

4. Character Trait for November: Wisdom

****CONSENT AGENDA****

The Board of Commissioners found items #5 through #11 non-controversial and routine in nature. Commissioner Scott made the motion to approve the consent agenda as presented. Commissioner Rathbun seconded.

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

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held October 23, 2017.
6. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 6329

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.

7. Consider And Vote Upon A Resolution Amending The Operating Budgets Of Various City Funds, As Outlined On Amendment #5, For Fiscal Year 2017-18.

RESOLUTION NO. 6330

A RESOLUTION AMENDING THE OPERATING BUDGETS OF VARIOUS CITY FUNDS, AS OUTLINED ON AMENDMENT #5, FOR FISCAL YEAR 2017-18.

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

RESOLUTION NO. 6331

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>
Library Board	Katie Goss	Appointed	11-13-17 to 5-31-18

9. Consider And Vote On The Farm Lease Renewal For Parcel #1&2 To Rick Jeans Located On The Ponca City Regional Airport.
10. Consider And Vote On The Ponca City Regional Airport Restaurant And Restaurant Office Lease Renewal For Enrique Avila, D/B/A Enrique's Inc.
11. Consider And Vote Upon Change Order No. 1 In The Deduct Amount Of \$1,400 And The Final Payment In The Amount Of \$64,871.49, To River Ridge Construction, LLC, To Accept All Work As Complete For War Memorial Trail Phase III, Project No. GEN 18-1.

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

12. None.

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

13. Mayor Homer Nicholson welcomed the Boy Scouts in the crowd. Nicholson also noted that he was glad to see the Pecan and Lake Road reconstruction completed so quickly.

Commissioner Nancy Rathbun expressed gratitude to all who helped make the Veteran's Day Parade a huge success.

****REPORTS****

14. CITY MANAGER'S REPORT

City Manager Craig Stephenson proudly announced that the Veteran's Day Parade held this past Saturday, November 11, 2017 was one of the largest the City has held with ninety plus entries.

Stephenson invited the public to a presentation on November 18, 2017 at 10:00 a.m. at Marland's Grand Home. The presentation is titled Celebrating Native American Heritage: History of the Osage Tribe. Hallie Winter, Osage Cultural Center & Museum Curator, will present the history of the Osage Tribe, how they came to be in Oklahoma, their fascinating tribal customs, ownership of mineral rights, and the devastating 1920's Osage murders. This event does require you to call to ensure your seat at the event. The unveiling of the new

American Indian Animal Hide and related Touch and Feel Exhibits will follow the presentation.

Stephenson asked residents to follow these guidelines for the City of Ponca City's Autumn Leaf Collection which will begin on November 20, 2017 and end on January 9, 2018:

- Residents are asked to bag their leaves if possible. Bagged leaves, placed in the regular refuse collection area, will be collected free of charge. Bagged leaves will be picked up at a rate of 10 bags per pickup day.
- Loose leaves should be placed within three feet of the front curb, but not in the street. Leaves raked or blown into the street may clog storm drains and may result in a citation.
- No un-containerized leaves will be collected in alleyways.
- No mulched leaves or leaves mixed with grass will be collected except by calling Solid Waste for a Special Pickup.

Stephenson gave notice that the City's Lighted Christmas Parade will be held on Friday, December 1, 2017, and begins at 6:00 p.m. Call the Park and Recreation Department or go online to the City's website to have a parade entry registered. The deadline for entries is November 27, 2017.

Stephenson informed everyone that the City will be observing the Thanksgiving Holiday on November 23 and 24, 2017, and City offices will be closed.

Stephenson encouraged Kay County District 1 voters to exercise their right to vote in the County Commissioner District 1 Election being held November 14, 2017. The polls will be open from 7:00 a.m. until 7:00 p.m.

15. RECEIVE PRESENTATION OF THE CITY OF PONCA CITY'S SNOW AND ICE CONTROL MANUAL.

Robert Dick, Administrative Assistant to the Public Works Director presented an outline of the guidelines City Staff will follow during snow and ice events.

****NEW BUSINESS****

16. Consider And Vote On A Resolution Setting Date For Municipal Election And Runoff Election, If Necessary, Stating Offices To Be Filled, Setting Filing Period, Stating Term Of Office, Specifying Qualification For Said Offices In Accordance With City Code, That All Offices May Be Filled By Voting At Large, Directing The Election Be Conducted By The County Election Board; And Authorizing The Mayor To Sign A Proclamation Calling An Election.

RESOLUTION NO. 6332

A RESOLUTION SETTING DATE FOR MUNICIPAL ELECTION AND RUNOFF ELECTION, IF NECESSARY, STATING OFFICES TO BE FILLED, SETTING FILING PERIOD, STATING TERM OF OFFICE, SPECIFYING QUALIFICATION FOR SAID OFFICES IN ACCORDANCE WITH CITY CODE, THAT ALL OFFICES MAY BE FILLED BY VOTING AT LARGE, DIRECTING THE ELECTION BE CONDUCTED BY THE COUNTY ELECTION BOARD; AND AUTHORIZING THE MAYOR TO SIGN A PROCLAMATION CALLING AN ELECTION.

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

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

17. Consider And Vote On The Approval And Execution A Development Agreement With Bob Hurley Dodge Chrysler Jeep Ram For Construction Of A Dedicated Left Turn Lane (Southbound) In The 3500 Block Of North 14th Street.

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

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

18. Consider And Vote Upon Authorizing Advertisement Of Bids For The Construction Of A Dedicated Left Turn Lane In The 3500 Block Of North 14th Street, Project No. Gen 18-9.

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

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

****CITIZENS COMMENTS****

19. None.

20. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:01 p.m.

PASSED IN SESSION AND APPROVED THIS 27TH DAY OF NOVEMBER 2017.

ATTEST

CITY CLERK



MAYOR

Homer Nicholson

[Signature]

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
November 13, 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 Chairman Homer Nicholson presiding.

Present: Homer Nicholson, Chairman
Nancy Rathbun, Trustee
Lanita Chapman, Trustee
Shasta Scott, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Marc LaBossiere, Secretary

Absent: Ryan Austin, Trustee

Others Present: Mike Lane, Randy Tyner, Rob Dick, Tana McKinley, Chris Henderson, Jim Fairbanks, Jesse Beck, John Andrew, Brad LaRue, Butch Herring, Hong Fu, 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 6:01 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 Chapman made the motion to approve the consent agenda as read. Trustee Scott seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held October 23, 2017.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 1012

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 #5, For Fiscal Year 2017-18.

RESOLUTION NO. 1013

A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS FUNDS OF THE PONCA CITY UTILITY AUTHORITY, AS DETAILED ON AMENDMENT #5, FOR FISCAL YEAR 2017-18.

5. Consider And Vote On Acknowledging Receipt Of Construction Permit No. SL000036170762 To Construct Of 4,095 LF Of 21-Inch PVC And 6,154 LF Of 24-Inch PVC Sanitary Sewer Line For Bois D'Arc Interceptor Rehabilitation Project.
6. Consider And Vote On Purchase Of One Current Year Model 100 Horsepower Utility Tractor With Front End Loader In The Amount Of \$62,354.52 From Deere & Company.

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

7. None.

****NEW BUSINESS****

8. Consider And Vote On The Purchase Of A Landfill Compactor In The Amount Of \$557,792 From Yellow House Machinery Co.

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

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

9. ADJOURN

A motion to adjourn was made by Trustee Scott and seconded by Trustee Chapman.

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

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:10 p.m.

PASSED IN SESSION AND APPROVED THIS 27TH DAY of NOVEMBER 2017.



ATTEST:



TRUST SECRETARY



CHAIRMAN