MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
December 11, 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 Ryan Austin, Commissioner Lanita Chapman, Commissioner Shasta Scott, Commissioner Craig Stephenson, City Manager Michael Vanderburg, City Attorney Marc LaBossiere, Finance Director/City Clerk
Absent:	None
Others Present:	Tana McKinley, Mike Lane, Chris Henderson, Jim Fairbanks, Rhonda Skrapke, Eric Newell, Terry Brown, John Andrew, Anthony Rogers, Butch Herring, Dana Bright, City Staff; Paul Taylor, Commissioner-elect; 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 – Reverend David Borrego, Fuente De Agua Asamblea De Dios

3. PLEDGE OF ALLEGIANCE

****CEREMONIES & PROCLAMATIONS****

4 Character Trait for December: Compassion

****CONSENT AGENDA****

The Board of Commissioners found items #5 through #8 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda as stated. Commissioner Austin seconded.

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

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held November 27, 2017 And Work Session Held December 4, 2017.

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

RESOLUTION NO. 6334

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.

Southwest Business Products E1505510LD

7. Consider And Vote Upon A Resolution Amending The Operating Budgets Of Various City Funds, As Outlined On Amendment #6, For Fiscal Year 2017-18.

RESOLUTION NO. 6335

A RESOLUTION AMENDING THE OPERATING BUDGETS OF VARIOUS CITY FUNDS, AS OUTLINED ON AMENDMENT #6, FOR FISCAL YEAR 2017-18.

8. Consider And Vote On Change Order No. 1 In The Add Amount Of $1,768 For The Installation Of 240 Feet Of Sanitary Sewer Line Attucks Park Splash Pad – GEN 18-2.

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

9. None.

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

10. Mayor Nicholson wished all a very Merry Christmas and Happy New Year. Nicholson also encouraged all to shop locally to get the Santa Bucks tickets for chances in the Chamber of Commerce Santa Bucks drawing

Commissioner Nancy Rathbun passed along compliments from the public regarding Ponca City's Main Street decorations and the wonderful music playing downtown.

****REPORTS****

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson congratulated Commissioner Ryan Austin for being elected to his second term. Stephenson also congratulated Paul Taylor on his election to City Commission and stated he will take office the first of March 2018. They both ran unopposed; therefore, there will not be an election.

Stephenson noted that the Holiday Happenings this weekend were highly successful at the Marland Mansion. It is estimated that 2,000 visitors were at the Marland Mansion and 350 visitors at Marland's Grand Home.

Stephenson announced that the Polar Plunge on December 9, 2017 was successful for its first time. They are going to look at moving the event to January 2019 when the times won't be quite as hectic.

Stephenson invited the public to the Time Capsule Burial event at the Marland's Grand Home on December 16, 2017 at 1:00 p.m.

Stephenson stated that the deadline for Santa's mailbox to get a reply is December 21, 2017. The mailbox is located at 319 W. Grand at the Senior Center. Include a self-addressed and stamped envelope for Santa's reply.

Stephenson proudly announced that the City received notification that the following properties have been listed on the National Register of Historic Places: 101 Rodeo Arena; Attucks Community Center; James J. McGraw House located at 400 N. 4th Street; and Roosevelt Elementary School.

Southwest Business Products E15055 10LD

Stephenson made everyone aware that City offices will be closed December 25 and 26, 2017 for the Christmas holiday. There will not be any trash service those days, and regular trash service will resume on Wednesday, December 27, 2017.

Stephenson's final comment was to let everyone know that the next regular City Commission meeting will be held on Wednesday, December 27, 2017, at 5:30 p.m., if the Mayor and Commissioners are available. Plans are to cancel the Work Session for December 18, 2017.

****PUBLIC HEARINGS****

12A. Conduct A Public Hearing On Subparagraph (B) Hereof.

Development Services Director Chris Henderson gave background on the hearing item.

Jeff Webster, owner of Take Ten, offered to answer any questions. None were posed.

12B. Consider And Vote On An Ordinance Zoning Real Property Located South Of 1410-1412 Crawford Avenue, More Particularly Described Below, From R-1 Single Family Residential To C-2 General Commercial, And Directing The Development Services Director To Change The Official Zoning Map Of The City Accordingly, And Directing The City Clerk To File Of Record.

ORDINANCE NO. 6248

AN ORDINANCE ZONING REAL PROPERTY LOCATED SOUTH OF 1410-1412 CRAWFORD AVENUE, MORE PARTICULARLY DESCRIBED BELOW, FROM R-1 SINGLE FAMILY RESIDENTIAL TO C-2 GENERAL COMMERCIAL, AND DIRECTING THE DEVELOPMENT SERVICES DIRECTOR TO CHANGE THE OFFICIAL ZONING MAP OF THE CITY ACCORDINGLY, AND DIRECTING THE CITY CLERK TO FILE OF RECORD.

Commissioner Chapman made the motion to approve item #12B as read. Commissioner Rathbun seconded.

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

****NEW BUSINESS****

13. Consider And Vote On An Ordinance Repealing The Section Of The Code Of Ordinances Concerning Boat Length On Lake Ponca.

ORDINANCE NO. 6249

AN ORDINANCE REPEALING THE SECTION OF THE CODE OF ORDINANCES CONCERNING BOAT LENGTH ON LAKE PONCA.

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

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

Southwest Business Products E1505510LD

14. Consider And Vote On The Submission Of A Cooperative Agreement Pass-Through Federal Assistance Grant Application To The Oklahoma Department Of Wildlife Conservation–Boating & Fishing Access Program In The Amount Of $543,540.09 For Phase I Of The Lake Ponca Deep Water Boat Ramp Project.

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

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

15. Consider And Vote On A Resolution Directing The Municipal Court To Implement A Limited Amnesty Program Beginning February 1, 2018 Through March 31, 2018, And Further Authorizing The Municipal Judge To Promulgate Rules And Regulations Governing The Program, Including Requirements For Eligibility To Participate In The Program.

    RESOLUTION NO. 6336

    A RESOLUTION DIRECTING THE MUNICIPAL COURT TO IMPLEMENT A LIMITED AMNESTY PROGRAM BEGINNING FEBRUARY 1, 2018 THROUGH MARCH 31, 2018, AND FURTHER AUTHORIZING THE MUNICIPAL JUDGE TO PROMULGATE RULES AND REGULATIONS GOVERNING THE PROGRAM, INCLUDING REQUIREMENTS FOR ELIGIBILITY TO PARTICIPATE IN THE PROGRAM.

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

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

16. Consider And Vote On A Resolution Designating Certain Fund Balance Accounts Of Governmental Fund Types, And Directing The Finance Director To Implement The Terms Of This Resolution.

    RESOLUTION NO. 6337

    A RESOLUTION DESIGNATING CERTAIN FUND BALANCE ACCOUNTS OF GOVERNMENTAL FUND TYPES, AND DIRECTING THE FINANCE DIRECTOR TO IMPLEMENT THE TERMS OF THIS RESOLUTION.

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

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

17. Consider And Vote Upon Agreement For Engineering Services With R.L. Shears Company, P.C. For Design And Plan Preparation Services For Lake Ponca Trail Project – Phase 2, Project No. GEN 18-1.

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

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

Southwest Business Products E1505510LD

18. Consider And Vote On A Request To Install A 4-Way Stop At Cleveland Avenue And 2nd Street.

Mayor Nicholson made a motion to deny the request. Commissioner Rathbun seconded.

Roll: Yeas; Nicholson, Austin, Rathbun. Nays; Chapman, Scott. Motion carried.

****CITIZENS COMMENTS****

19. None.

RECESS TO PONCA CITY UTILITY AUTHORITY MEETING

Commissioner Austin made the motion to recess to the Ponca City Utility Authority meeting. Commissioner Scott seconded.

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

At 6:47 p.m. Mayor Nicholson recessed to the Ponca City Utility Authority meeting.

At 6:48 p.m. the Commission returned to regular session

20. Entertain Motion To Enter Executive Session Pursuant To Title 25 Section 307B Subsection 3 Oklahoma Statutes For Purposes Of Discussing The Purchase or Appraisal of Real Property.

At 6:48 p.m. a motion was made by Commissioner Austin to enter executive session. Commissioner Scott seconded.

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

21. Return To Regular Session And Take Any Necessary Action, If Appropriate, On Items Discussed In Executive Session.

The Board of Commission returned to regular session with no action being taken.

22. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 7:05 p.m.

Southwest Business Products E1505510LD

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

PONCA CITY CORPORATE SEAL STATE OF OKLAHOMA

MAYOR

ATTEST:

DEPUTY CITY CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
December 11, 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
Ryan Austin, Trustee
Lanita Chapman, Trustee
Shasta Scott, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Marc LaBossiere, Secretary

Absent: None

Others Present: Tana McKinley, Mike Lane, Chris Henderson, Jim Fairbanks, Rhonda Skrapke, Eric Newell, Terry Brown, John Andrew, Anthony Rogers, Butch Herring, Dana Bright, City Staff; Paul Taylor, Trustee-elect; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER
Chairman Homer Nicholson called the meeting to order at 6:47 p.m.

****CONSENT AGENDA****

The Board of Trustees found items #2 and #3 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, Nicholson, Rathbun, Scott. Nays; None. Motion carried.

2. Consider And Vote Upon The Minutes Of The Regular Session Held November 27, 2017.

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

RESOLUTION NO. 1015

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

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

5. None

****NEW BUSINESS****

None

6. ADJOURN

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

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

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:48 p.m.

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

CHAIRMAN

ATTEST:

PONCA CITY UTILITY AUTHORITY OFFICIAL SEAL OKLAHOMA

ASSISTANT TRUST SECRETARY