

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
January 22, 2018

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  
Shasta Scott, Commissioner  
Craig Stephenson, City Manager  
Michael Vanderburg, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Ryan Austin, Commissioner  
Lanita Chapman, Commissioner

Others Present: Tana McKinley, Rhonda Skrapke, John Andrew, Randy Tyner, Chris Henderson, Butch Herring, City Staff; Paul Taylor, Commissioner-elect, David Myers, PCDA, 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 – Ralph Hann, New Hope Christian Fellowship
3. PLEDGE OF ALLEGIANCE

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

The Board of Commissioners found items #4 through #10 non-controversial and routine in nature. Commissioner Scott made the motion to approve the consent agenda. Commissioner Rathbun seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held January 8, 2018.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 6342**

**A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.**

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

**RESOLUTION NO. 6343**

***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 Authorizing The Purchase Of Land By The City Of Ponca City, Specifically Lots 4 (Four) And 5 (Five), Block 11 (Eleven), Lynchville Addition To The City Of Ponca City, Kay County, State Of Oklahoma.
8. Consider And Vote Upon Authorizing The Purchase Of Land By The City Of Ponca City, Specifically Lots 6 (Six) And 7 (Seven), Block 11 (Eleven), Lynchville Addition To The City Of Ponca City, Kay County, State Of Oklahoma.
9. Consider And Vote Upon Authorizing The Purchase Of Land By The City Of Ponca City, Specifically Lots 11 (Eleven), 12 (Twelve), 13 (Thirteen), 14 (Fourteen), 15 (Fifteen), And 16 (Sixteen), Block 11 (Eleven), Lynchville Addition To The City Of Ponca City, Kay County, State Of Oklahoma.
10. Consider And Vote Upon Authorizing The Purchase Of Land By The City Of Ponca City, Specifically Lots 17 (Seventeen) And 18 (Eighteen), Block 11 (Eleven), Lynchville Addition To The City Of Ponca City, Kay County, State Of Oklahoma.

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

11. None.

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

12. Commissioner Rathbun expressed pride in the Project Amnesty program stating it was a great opportunity for citizens to take care of unpaid fines and stated it was a great way to start the new year off.

**\*\*REPORTS\*\***

13. CITY MANAGER'S REPORT

City Manager Craig Stephenson let the public know that the Christmas Tree recycling area is closed for now and no longer accepting any trees. The mulch from the trees will be available on January 26, 2018 until it is gone. This mulch is free to the public. Those interested will need to bring their own shovels and containers for transporting the mulch.

Stephenson announced that the date for Project Amnesty to kick off is near. Project Amnesty will be held February 1, 2018 through March 31, 2018 for anyone with outstanding warrants or fines dated on or before December 31, 2017. During Project Amnesty, citizens may take advantage of a 30% reduction on all outstanding fines and warrants due to the Municipal Court, if paid in full. No installment payments will be accepted. No discount is granted on court ordered restitution. Municipal Court will not accept personal checks, but will accept cash, credit card, money orders, and cashiers' checks. Police Officers will continue to serve warrants during Project Amnesty, so those with outstanding warrants are encouraged to take advantage of the program before they are arrested. A listing of all outstanding City warrants can be found on the City of Ponca City's website at [www.poncacityok.gov](http://www.poncacityok.gov) under Municipal Court.

Stephenson noted that Storm Spotter Training Classes are scheduled for February 27, 2018 in Arkansas City, Kansas at the Cinema 8 Theater at 2:30 p.m. and 6:30 p.m. These classes will be put on by the National Weather Service out of Wichita, Kansas. On March 6, 2018 the Norman National Weather Service will hold a class in Ponca City at 6:00 p.m. at the 4<sup>th</sup> Street Clubhouse. These classes are free and will last approximately 2 hours. For additional information please contact Paula Cain, Emergency Management Director.

Stephenson informed citizens that the United Community Action Program, Inc./Cimarron Public Transit will hold community forums in February related to public transportation for Kay County. Cimarron staff is requesting input from riders, local businesses, municipalities, social service agencies, Tribes, private providers, health facilities, elected officials and the general public to assist in preparing for the future. Feedback will be given directly to program staff to provide a better understanding of challenges and concerns from the community's perspective. The meeting in Ponca City will held on February 13, 2018 at 11:00 a.m. in City Hall in the Barnes Room. Those interested in attending may request free transportation to and from the meeting. A limited number of free rides will be available to first callers who schedule 72-hours in advance. Those unable to attend a scheduled meeting are encouraged to submit responses by email to [lcorff@ucapinc.org](mailto:lcorff@ucapinc.org), faxed to **580-718-0981** or mailed to 501 Sixth Street, Pawnee, OK 74058. For questions about accessibility or to request accommodations, please contact Laura Corff at **580-718-0444** or [lcorff@ucapinc.org](mailto:lcorff@ucapinc.org).

Stephenson's final comment was to announce that Monday, January 29, 2018, is the fifth Monday of the month, and no meeting is scheduled.

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

14. Consider And Vote Upon An Ordinance Repealing Sections 3-11-1 Through 3-11-6 Economic Development Advisory Board Of The City Code And Repealing Ordinances In Conflict.

**ORDINANCE NO. 6250**

***AN ORDINANCE REPEALING SECTIONS 3-11-1 THROUGH 3-11-6 ECONOMIC DEVELOPMENT ADVISORY BOARD OF THE CITY CODE AND REPEALING ORDINANCES IN CONFLICT.***

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

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

15. Consider And Vote On A Resolution Of The Board Of Commissioners Of The City Of Ponca City, Oklahoma, Continuing Support Of The Expansion Of The AMTRAK Service Known As The Heartland Flyer From Oklahoma City Through Perry, Through Wichita, Kansas, To Kansas City.

**RESOLUTION NO. 6343**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA, CONTINUING SUPPORT OF THE EXPANSION OF THE AMTRAK SERVICE KNOWN AS THE HEARTLAND FLYER FROM OKLAHOMA CITY THROUGH PERRY, THROUGH WICHITA, KANSAS, TO KANSAS CITY.***

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

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

16. Consider And Vote On The Hazard Mitigation Assistance State – Local Agreement Between The State Of Oklahoma And The City Of Ponca City In The Amount Of \$203,350 Federal Share, \$60,090 Local Match, And \$9,800 Grant Management Fee.

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

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

17. Consider And Vote On The Submission Of A Grant Application To The U. S. Department Of Homeland Security (FEMA) Assistance To Firefighters Grant Program (AFG) In The Amount Of \$537,518 For The Purchase Of Equipment And Training And Execute A Letter Of Commitment For Local Cost Share.

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

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

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

18. Anton Epp, 1029 Brentwood Drive, expressed gratitude for the Commission's vote on #15 supporting expansion of the Heartland Flyer. Epp then expressed disagreement with Project Amnesty, suggesting it rewards offenders for bad behavior.

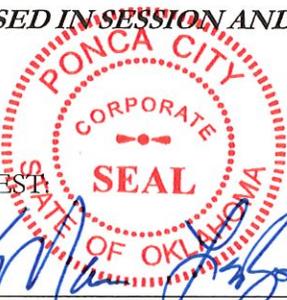
19. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:52 p.m.

***PASSED IN SESSION AND APPROVED THIS 12<sup>TH</sup> DAY OF FEBRUARY 2018.***



ATTEST

CITY CLERK

*Homer Nicholson*  
\_\_\_\_\_  
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
January 22, 2018

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  
Shasta Scott, Trustee  
Craig Stephenson, City Manager  
Michael Vanderburg, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Ryan Austin, Trustee  
Lanita Chapman, Trustee

Others Present: Tana McKinley, John Andrew, Randy Tyner, Chris Henderson, Butch Herring, 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 5:52 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 Rathbun made the motion to approve the consent agenda as read. Trustee Scott seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held January 8, 2018.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

**RESOLUTION NO. 1018**

***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 Acknowledgement And Approval Of Septic Hauler Use Permits And DEQ Consent Forms For Cary's Septic LLC And Chem Can Building & Construction Services LLC For Calendar Year 2018.

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

6. None

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

None

7. ADJOURN

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

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

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 5:54 p.m.

*PASSED IN SESSION AND APPROVED THIS 12<sup>TH</sup> DAY of FEBRUARY 2018.*

ATTEST:



  
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TRUST SECRETARY

  
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CHAIRMAN