

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
August 27, 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
Ryan Austin, Commissioner
Lanita Chapman, Commissioner
Shasta Scott, Commissioner
Paul Taylor, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: None

Others Present: Jim Fairbanks, Jesse Beck, Rhonda Skrapke, Mike Lane, Eric Newell, Terry Brown, Randy Tyner, Dave Williams, John Andrew, Tana McKinley, John Warner, Butch Herring, Phil Johnston, 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. PLEDGE OF ALLEGIANCE

****CONSENT AGENDA****

The Board of Commissioners found items #3 through #11 non-controversial and routine in nature. Commissioner Austin made the motion to approve consent agenda as presented. Commissioner Scott seconded.

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

3. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held August 13, 2018.
4. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 6385

A RESOLUTION APPROPRIATING MONEY FOR THE PAYMENT OF CLAIMS.

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

RESOLUTION NO. 6386

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	Ginny Galbraith	Appointed	7-1-18 to 6-30-21
Library Board	Traci Thorp	Re-Appointed	7-1-18 to 6-30-21
Library Board	Katie Goss	Re-Appointed	7-1-18 to 6-30-21
Library Board	Angela Spicer	Re-Appointed	7-1-18 to 6-30-21

6. Consider And Vote Upon A Resolution Amending The Operating Budget Of Various City Funds For Fiscal Year 2018-19.

RESOLUTION NO. 6387

A RESOLUTION AMENDING THE OPERATING BUDGET OF VARIOUS CITY FUNDS FOR FISCAL YEAR 2018-19.

7. Consider And Vote Authorizing The Grant Of A Permanent Water Line Easement To The Ponca Tribe Specifically For The Purposes Of The Placement Of A Water Pipeline Allowing An Expansion Of The Ponca Tribe's Water System.
8. Consider And Vote Authorizing The Grant Of A Temporary Construction Easement To The Ponca Tribe Specifically For The Purposes Of The Construction Of A Water Pipeline Allowing An Expansion Of The Ponca Tribe's Water System.
9. Consider And Vote To Award A Contract And Authorize The Execution Of The Contract Documents For The Lake Ponca Park – Checkstand Road Sanitary Sewer Extension, Project No. GEN 18-4A, To Sober Brothers, Inc. Of Ponca City, Oklahoma For \$171,055.08.
10. Consider And Vote On Purchase Of Phone Recording Software For The Police Department From Vista Com for Verint Software In The Amount Of \$44,152.38.
11. Consider And Vote To Approve A Request From Ponca City Main Street To Grant A Variance To The Alcoholic Beverage Ordinance. This Variance Would Allow For The Serving Of Beer By A Licensed Caterer In A Designated "Event Area" At The Ongoing First Friday Events To Be Held On The First Friday Of Each Month, Beginning September 7, 2018 And Occurring Every First Friday Of The Month Thereafter. The "Event Area" Includes The Veteran's Plaza And The Block Of Fourth Street Located Between Grand Avenue And Cleveland Avenue.

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

12. None.

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

13. Commissioner Scott expressed gratitude to the Fire and Ambulance staff who recently provided services to a member of her family.

****REPORTS****

14. CITY MANAGER'S REPORT

City Manager Craig Stephenson reminded everyone that August 28, 2018 is the date for run-off elections for State and County Offices.

Stephenson made it known this September is the City of Ponca City's 125th Birthday. To help celebrate, Ponca City Main Street (PCMS) is planning a birthday celebration. PCMS plans to hold the celebration in conjunction with their First Friday, September 7, 2018 event downtown at the Veterans Plaza. The plan is to have Native American dancers, Re-enactors, a live band, and the movie Oklahoma will be shown. Food and drinks will also be available.

Stephenson shared that the City of Ponca City, in partnership with Phillips 66, is preparing for the upcoming bi-annual Household Hazardous Waste Collection event. Scheduled for Saturday, October 13, 2018, the event will be open from 9:00 a.m. to 1:00 p.m. Residents are encouraged to take this opportunity to bring their hazardous chemicals for proper disposal. There will be more information in the near future.

Stephenson noted that Wentz pool will be open September 1, 2018 and September 2, 2018 and then closed for the year.

Stephenson relayed to the public that the Oklahoma Department of Transportation (ODOT) has informed the City late this afternoon that they will be replacing three concrete panels on U.S. 60 West bound beginning tomorrow morning, August 28, 2018, at 7:00 a.m. Traffic will be moved to the East bound lanes, so it will be one lane only each way. ODOT anticipates that normal traffic will resume August 29, 2018.

Stephenson stated this weekend is the Labor Day weekend, City offices will be closed on Monday September 3, 2018, and emergency services will be staffed accordingly. Wentz Golf Course will be open.

Stephenson announced the Work Session for September 4, 2018, will be canceled, and wished all an enjoyable Labor Day weekend.

****NEW BUSINESS****

15. Consider And Vote To Award A Contract And Authorize The Execution Of The Contract Documents For The Reconstruction Of Cleveland Avenue – Oak Street To Pine Street, Project No. GEN 19-1, To MTZ Construction Inc. Of Oklahoma City, In The Amount Of \$153,458.30.

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

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

16. Consider And Vote To Approve The Final Change Order, Acknowledge Final Acceptance, And Authorize Final Payment In The Amount Of \$151,708.85 On Project No. Gen 18-15, 14th Street And Hartford Avenue Median Revisions.

Commissioner Taylor made the motion to approve item # 16. Commissioner Austin seconded.

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

****CITIZENS COMMENTS****

17. None.

18. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:45 p.m.

PASSED IN SESSION AND APPROVED THIS 10TH DAY OF SEPTEMBER 2018.


MAYOR

ATTEST:


CITY CLERK



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
August 27, 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
Ryan Austin, Trustee
Lanita Chapman, Trustee
Shasta Scott, Trustee
Paul Taylor, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Marc LaBossiere, Secretary

Absent: None

Others Present: Jesse Beck, Eric Newell, Terry Brown, Randy Tyner, Dave Williams, John Andrew, Tana McKinley, John Warner, Butch Herring, Phil Johnston, 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 5:45 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 Scott made the motion to approve the consent agenda. Trustee Austin seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held August 13, 2018.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 1038

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 Budgets Of Various Funds Of the Ponca City Utility Authority, For Fiscal Year 2018-19.

RESOLUTION NO. 1039

A RESOLUTION AMENDING THE OPERATING BUDGETS OF VARIOUS FUNDS OF THE PONCA CITY UTILITY AUTHORITY, FOR FISCAL YEAR 2018-19.

5. Consider And Vote Upon Authorizing Chairman To Submit Monthly Operating Statement To OWRB.

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

6. None

****NEW BUSINESS****

7. Consider And Vote On A Contract In The Not-To-Exceed Amount Of \$378,221 With Monte R. Lee And Company (MRL) For The Final Engineering, Staking Sheet, Bid Preparation, Bid Processing, Contractor Selection, General Contracting, Documentation, And Testing Of The Phase 1, Fiber To The Home Project And Authorizing The Chairman Of The PCUA Board Of Trustees To Sign Any And All Documents Necessary To Initiate The Contract.

Trustee Chapman made the motion to approve item #7 as read. Trustee Taylor seconded.

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

- 8A. Consider And Vote On A Contract With Timber Oklahoma LLC. In The Amount Of \$362,000.00 For Tree And Brush Trimming Of Areas 4, 8, 13 And 10.

Trustee Scott made the motion to approve item #8A. Trustee Chapman seconded.

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

- 8B. Consider And Vote On A Contract With Asplundh Tree Expert Co. In The Amount Of \$108,780.00 For Tree And Brush Trimming Of Area 17.

Trustee Austin made the motion to approve item #8B. Trustee Taylor seconded.

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

- 8C. Consider And Vote On A Contract With Asplundh Tree Expert Co. For Hourly Tree And Brush Trimming.

Trustee Scott made the motion to approve item #8C. Trustee Chapman seconded.

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

9. ADJOURN

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

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

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:00 p.m.

PASSED IN SESSION AND APPROVED THIS 10TH DAY of SEPTEMBER 2018.

James Wickham

CHAIRMAN

ATTEST:

M. Ann

TRUST SECRETARY



