

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
November 12, 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 Acting Mayor Lanita Chapman presiding:

Present: Lanita Chapman, Commissioner
Shasta Scott, Commissioner
Paul Taylor, Commissioner
Tana McKinley, Assistant City Manager
Michael Vanderburg, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: Homer Nicholson, Mayor
Ryan Austin, Commissioner
Craig Stephenson, City Manager

Others Present: Richard Evans, Sherri Tapp, Eric Newell, Chris Henderson, Darwin Haney, Aaron Michaud, John Andrew, Mike Lane, Hong Fu, City Staff; citizens; Steve Dye, Ponca City News, and Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.

2. Consider And Vote On The Designation Of An Acting Mayor For The Current Meeting.

Commissioner Taylor made the motion to designate Commissioner Chapman as acting Mayor for the evening's meeting. Commissioner Scott seconded.

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

3. PLEDGE OF ALLEGIANCE

****CEREMONIES & PROCLAMATIONS****

4. Character Trait for November: Respect

****CONSENT AGENDA****

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

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

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held October 22, 2018 And Special Meeting Held November 6, 2018.

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

RESOLUTION NO. 6400

A RESOLUTION APPROPRIATING MONEY FOR 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. 6401

A RESOLUTION APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS AND ESTABLISHING THE TERMS OF OFFICE THEREOF.

8. Consider And Vote On A Resolution To Execute A Right-Of-Way, Public Utility, And Encroachment Agreement With The Oklahoma Department Of Transportation In Connection With The Reconstruction And Widening Of Highland Avenue From Ash Street To Sunset Street, Project No. J3-3687(04) UR, Job No. 33687(04).

RESOLUTION NO. 6402

A RESOLUTION TO EXECUTE A RIGHT-OF-WAY, PUBLIC UTILITY, AND ENCROACHMENT AGREEMENT WITH THE OKLAHOMA DEPARTMENT OF TRANSPORTATION IN CONNECTION WITH THE RECONSTRUCTION AND WIDENING OF HIGHLAND AVENUE FROM ASH STREET TO SUNSET STREET, PROJECT NO. J3-3687(04)UR, JOB NO. 33687(04).

9. Consider And Vote On A Planning Commission Recommendation To Install Yield Signs On Hazel Avenue At Hampton Drive.

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

10. None

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

11. Acting Mayor Chapman expressed gratitude to our veterans.

****REPORTS****

12. CITY MANAGER'S REPORT

Assistant City Manager Tana McKinley announced that the Ponca City Senior Center will be closed November 22 -23, 2018 for the Thanksgiving holiday and the week of November 26-30, 2018 for the installation of the new floor, therefore, no activities in the building. As an alternative during the week of November 26-30, 2018, Unity Gym will be open mornings from 8:00 a.m. to 12:00 p.m. for dominos and games. Coffee and donuts will be available, but no meals will be served.

McKinley encouraged the public to participate in the Moonlight Turkey Trot, November 21, 2018 at 6:00 p.m. at Lake Ponca. Sign up online at www.poncacityok.gov.

McKinley made the public aware that the Lighted Christmas Parade is approaching and will be December 7, 2018 at 6:00 p.m. Participants are encouraged to register now; registration forms are available at the Park and Recreation Department or online.

McKinley stated that the City of Ponca City will begin the annual Autumn Leaf Collection November 19, 2018 and end on January 25, 2019. Residents are asked to bag their leaves if possible. Loose leaves should be placed within three feet of the front curb. City crews will be working section by section and is asking for the public's patience during this time.

****NEW BUSINESS****

13. Consider And Vote On A Resolution Setting Date For General Municipal Election For Office Of Mayor, Setting Filing Period, Stating Term Of Office, Specifying Qualification For Said Office In Accordance With City Charter, That Office Will Be Filled By Voting At Large And Authorizing The Acting Mayor To Sign A Proclamation Calling An Election.

RESOLUTION NO. 6403

A RESOLUTION SETTING DATE FOR GENERAL MUNICIPAL ELECTION FOR OFFICE OF MAYOR, SETTING FILING PERIOD, STATING TERM OF OFFICE, SPECIFYING QUALIFICATION FOR SAID OFFICE IN ACCORDANCE WITH CITY CHARTER, THAT OFFICE WILL BE FILLED BY VOTING AT LARGE AND AUTHORIZING THE ACTING MAYOR TO SIGN A PROCLAMATION CALLING AN ELECTION.

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

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

14. Consider And Vote On A Resolution Of The City Of Ponca City Accepting A Donation Of Monuments Honoring Our Fallen Heroes From WWI, WWII, Korea, And Vietnam, As Well As The Related Memorial Benches And Dedication Plaque, From The American Legion Huff-Minor, Oklahoma Post 14.

RESOLUTION NO. 6404

A RESOLUTION OF THE CITY OF PONCA CITY ACCEPTING A DONATION OF MONUMENTS HONORING OUR FALLEN HEROES FROM WWI, WWII, KOREA, AND VIETNAM, AS WELL AS THE RELATED MEMORIAL BENCHES AND DEDICATION PLAQUE, FROM THE AMERICAN LEGION HUFF-MINOR, OKLAHOMA POST 14.

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

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

****CITIZENS COMMENTS****

15. Ken Luttrell, 10 Ramblewood Street, gave some history on War Memorial Park and expressed appreciation of the City.
16. ADJOURN

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

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

Acting Mayor Chapman adjourned the Board of Commissioners meeting at 5:48 p.m.

PASSED IN SESSION AND APPROVED THIS 26TH DAY OF NOVEMBER 2018.



Henry Wilkerson

MAYOR

ATTEST:

William Johnson

CITY CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
November 12, 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 Acting Chairman Lanita Chapman presiding.

Present: Lanita Chapman, Acting Chairman
Shasta Scott, Trustee
Paul Taylor, Trustee
Tana McKinley, Assistant City Manager
Michael Vanderburg, Trust Attorney
Marc LaBossiere, Secretary

Absent: Homer Nicholson, Chairman
Ryan Austin, Trustee
Craig Stephenson, City Manager

Others Present: Richard Evans, Sherri Tapp, Eric Newell, Chris Henderson, Darwin Haney, Aaron Michaud, John Andrew, Hong Fu, City Staff; citizens; Steve Dye, Ponca City News, and Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

Acting Chairman Chapman called the meeting to order at 5:48 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 Scott made the motion to approve the consent agenda. Trustee Taylor seconded.

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

2. Consider And Vote Upon Minutes Of The Ponca City Utility Authority Regular Session Held October 22, 2018.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims.

RESOLUTION NO. 1046

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

4. Consider And Vote To Write Off Ponca City Utility Authority Accounts With Delinquent Balances And Transfer Accounts To Bad Debt Expense.
5. Consider and Vote on Contract with Cabbiness Engineering, LLC to Provide Preliminary Engineering, Design, Bidding, and Project Administration Services for the Phase II Bois D'Arc Sanitary Sewer Interceptor Replacement Project in the Not-to-exceed Amount of \$67,500.

6. Consider And Vote On The Purchase Of One 2018 Freightliner Dump Truck In The Amount Of \$97,943.00 From Premier Truck Group Of Tulsa, Oklahoma.

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

7. None.

****NEW BUSINESS****

8. Consider And Vote On Purchase Of 2019 Hydraulic Insulated Bucket Truck In The Amount Of \$164,192.14 From National Auto Fleet Group.

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

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

9. Consider And Vote On Purchase Of 2019 Hydraulic Insulated Sub Station Bucket Truck In The Amount Of \$124,932.00 From National Auto Fleet Group.

Trustee Scott made the motion to approve item #9. Trustee Taylor seconded.

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

10. ADJOURN

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

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

Acting Chairman Chapman adjourned the Ponca City Utility Authority meeting at 5:53 p.m.

PASSED IN SESSION AND APPROVED THIS 26TH DAY of NOVEMBER 2018.

ATTEST:



TRUST SECRETARY

Henry Wehaker
CHAIRMAN