

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
December 10, 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  
Shasta Scott, Commissioner  
Paul Taylor, Commissioner  
Craig Stephenson, City Manager  
Michael Vanderburg, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Lanita Chapman, Commissioner  
Ryan Austin, Commissioner

Others Present: Terry Brown, Randy Tyner, Erik Newell, Dana Bright, Jim Fairbanks, Chris Henderson, John Andrew, Mike Lane, Butch Herring, Tana McKinley, City Staff; citizens; Steve Dye, Ponca City News and 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

**\*\*CEREMONIES & PROCLAMATIONS\*\***

3. Character Trait for December: Trustworthiness

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

The Board of Commissioners found items #4 through #14 non-controversial and routine in nature. Commissioner Scott made the motion to approve consent agenda as presented. Commissioner Taylor seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held November 26, 2018, Work Session Held December 3, 2018, And Special Session Held December 7, 2018.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims Against The City Of Ponca City.

**RESOLUTION NO. 6410**

**A RESOLUTION APPROPRIATING MONEY FOR PAYMENT OF CLAIMS AGAINST THE CITY OF PONCA CITY.**

6. Consider And Vote Upon A Resolution Of The Board Of Commissioners Of The City Of Ponca City, Oklahoma, Appointing Members To Various Boards And Commissions And Establishing The Terms Of Office Thereof.

**RESOLUTION NO. 6411**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA, APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONS AND ESTABLISHING THE TERMS OF OFFICE THEREOF.***

7. Consider And Vote On A Resolution Of The City Of Ponca City Establishing A New Accounting Fund Called The Ponca City Recplex Fund, And Directing The Finance Director To Implement Changes.

**RESOLUTION NO. 6412**

***A RESOLUTION OF THE CITY OF PONCA CITY ESTABLISHING A NEW ACCOUNTING FUND CALLED THE PONCA CITY RECPLX FUND, AND DIRECTING THE FINANCE DIRECTOR TO IMPLEMENT CHANGES.***

8. Consider And Vote Upon A Resolution Of The Board Of Commissioners Of The City Of Ponca City, Oklahoma Amending The Operating Budget Of Various Funds For Fiscal Year 2018-19.

**RESOLUTION NO. 6413**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA AMENDING THE OPERATING BUDGET OF VARIOUS FUNDS FOR FISCAL YEAR 2018-19.***

9. Consider And Vote On The Purchase Of One 2018 John Deere 5090E Utility Tractor In The Amount Of \$51,757.61 From Deere & Company.
10. Consider And Vote On The Purchase Of Four Grasshopper Mowers Model 729BT In The Amount Of \$50,510.56 From Kretchmar Distributing Inc.
11. Consider And Vote Upon Change Order No. 1 And The Final Payment Of \$33,695.92 To Sober Brothers, Inc., To Accept All Work As Complete For "Lake Ponca Park – Checkstand Road, North Side Restroom And North Boat Trailer Parking", Project No. GEN 18-4 B And D.
12. Consider And Vote Upon Change Order No. 1 And The Final Payment In The Amount Of \$32,542.44 To Sober Brothers, Inc., To Accept All Work As Complete For "Lake Ponca Park – Checkstand Road, Sanitary Sewer Extension", Project No. GEN 18-4A.
13. Consider And Vote On A Contract Award For Road Construction Materials To The Lowest And Most Responsible Bidder Available For January 1, 2019 Through June 30, 2019.

14. Consider And Vote On A Request To Remove The No-Turn-On-Red Restrictions For Northbound Traffic At The Intersection Of 1st Street And Highland Avenue.

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

15. None

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

16. Commissioner Paul Taylor mentioned the Senior Center looks great after remodel.

Mayor Homer Nicholson commented on the busy weekend of events.

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

17. CITY MANAGER'S REPORT

City Manager Craig Stephenson wanted to remind the public that the Senior Center is housing a Santa's Mailbox. The mailbox will be outside the Senior Center at 319 W. Grand Avenue through December 17, 2018. If a letter is sent with a self-addressed stamped envelope, Santa will send a letter back.

Stephenson made the public aware that there are many other events happening throughout the season at the Ponca City Library along with the Parks and Recreation Department. Go to the City's webpage to see dates and times of all the events.

Stephenson reminded residents that the annual Autumn Leaf Collection is currently underway and will 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 are working section by section and are asking the public's patience during this time.

Stephenson announced that construction has begun on the Deep Water Ramp at Lake Ponca.

Stephenson notified the public that the City will begin putting door hangers out in Phase I of the Ponca City Broadband project this week. It will provide information on the broadband service as well as how to sign up for this service. Residents must submit this form or register online at [PoncaCityOK.Gov/710/Ponca-City-Broadband](http://PoncaCityOK.Gov/710/Ponca-City-Broadband) before January 1, 2019 to guarantee quickest connectivity to Ponca City Broadband.

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

18. Consider And Vote Upon A Resolution Setting Non-Utility Rates, Fees, And Charges For The City Of Ponca City RecPlex.

**RESOLUTION NO. 6414**

**A RESOLUTION SETTING NON-UTILITY RATES, FEES, AND CHARGES FOR THE CITY OF PONCA CITY REC PLEX.**

Commissioner Taylor made the motion to approve item #18. Commissioner Scott seconded.

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

19. Consider And Vote Upon An Application Made To Rural Water District # 3 For A Residential Water Meter To Be Placed On A Tract Of Land Containing Less Than Five (5) Acres, Said Property Located West Of The 4600 Block Of North Pecan Road, Kay County, Oklahoma.

Katie Blake, 4600 N. Pecan, gave a history on the land in question.

Commissioner Taylor made the motion to deny the request and item #19. Commissioner Scott seconded.

Roll: Yeas; Taylor, Scott. Nays: Nicholson. Motion carried.

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

20. None

- 21.. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:08 p.m.

***PASSED IN SESSION AND APPROVED THIS 26<sup>TH</sup> DAY OF DECEMBER 2018.***



*Howie Nicholson*

MAYOR

ATTEST:

*Wm. Johnson*

CITY CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
December 10, 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  
Shasta Scott, Trustee  
Paul Taylor, Trustee  
Craig Stephenson, City Manager  
Michael Vanderburg, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Ryan Austin, Trustee  
Lanita Chapman, Trustee

Others Present: Terry Brown, Randy Tyner, Erik Newell, Dana Bright, Jim Fairbanks, Chris Henderson, John Andrew, Mike Lane, Butch Herring, Tana McKinley, City Staff; citizens; Steve Dye, Ponca City News and Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 6:08 p.m.

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

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

2. Consider And Vote Upon Minutes Of The Ponca City Utility Authority Regular Session Held November 26, 2018.
3. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims Against The Ponca City Utility Authority Of Ponca City, Oklahoma.

**RESOLUTION NO. 1049**

***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\*\***

4. None

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

5. None

6. ADJOURN

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

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

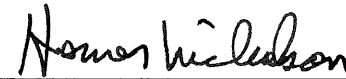
Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:09 p.m.

***PASSED IN SESSION AND APPROVED THIS 26<sup>TH</sup> DAY of DECEMBER 2018.***

ATTEST:

  
\_\_\_\_\_  
TRUST SECRETARY





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CHAIRMAN