

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
December 26, 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  
Lanita Chapman, Commissioner  
Paul Taylor, Commissioner  
Craig Stephenson, City Manager  
Michael Vanderburg, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Ryan Austin, Commissioner

Others Present: Randy Tyner, John Andrew, Chris Henderson, Mike Lane, Eric Newell, Dave Williams, Hong Fu, 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

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

The Board of Commissioners found items #3 through #7 non-controversial and routine in nature. Commissioner Scott made the motion to approve consent agenda as presented. Commissioner Chapman seconded.

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

3. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held December 10, 2018.

4. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims Against The City Of Ponca City.

**RESOLUTION NO. 6415**

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

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

**RESOLUTION NO. 6416**

***A RESOLUTION DESIGNATING CERTAIN CITY EMPLOYEES AS PURCHASING OFFICERS WITH AUTHORITY TO MAKE PURCHASES AGAINST CITY AND MUNICIPAL TRUST APPROPRIATIONS.***

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. 6417**

***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 Upon Accepting All Unit Price Bids Submitted By Various Contractors For Items Of Work Performed For Sidewalk Maintenance Through June 30, 2019.

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

8. None

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

9. Mayor Homer Nicholson wished everyone a nice holiday.

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

10. CITY MANAGER'S REPORT

City Manager Craig Stephenson wished all a Happy New Year.

Stephenson reminded the public the annual Autumn Leaf Collection is currently underway and will end on January 25, 2019.

Stephenson noted the Christmas Tree Recycling area is now open for the public to drop off Christmas trees. This recycling opportunity is located across the street from the drop-off Recycling Center, located on West Prospect Avenue. On January 18, 2019, the Christmas Tree Recycling area will close. After the area is closed, trees will be turned into mulch for gardening and landscape usage. The mulch will be available free to the public, and those interested will need to bring their own shovels and containers for transporting the mulch. The mulch will be available from January 25, 2019 until it is gone. Please remember to remove all lights and ornaments from the Christmas trees before bringing them to the Christmas Tree Recycling area.

Stephenson stated the Ponca City Broadband is off and running with Phase 1 of the project. Phase 1 will provide high speed internet accessibility to homes located within the area of 14<sup>th</sup> Street to Union Avenue and Bradley Avenue to Highland Avenue. The pre-sign up process does not require signing a contract or paying any money up front. The information will simply be used to help determine the street order for network construction. Neighborhoods with higher customer pre-sign up numbers will be constructed first and therefore receive service sooner. To insure your area is one of the first, sign up by January 1, 2019. Ponca City Broadband packages will be sold as follows: 50 Mb for \$60.00 per month, 100 Mb for \$100.00 per month, and 1 Gb for \$250.00 per month. Service will not require time-commitment contracts and will not employ the use of data caps in any of the services offered.

Stephenson announced the movie Christopher Robin will be shown at Unity Gym on Friday, December 28, 2018 at 2:00 p.m. This is a free movie for the community.

Stephenson made everyone aware the City of Ponca City will observe Tuesday, January 1, 2019 as a City Holiday.

Stephenson concluded by informing all that the City will begin operating the re-branded Recplex on Wednesday, January 2, 2019. Winter Hours will be: Monday - Friday 5:00 a.m. to 10:00 p.m., Saturday 7:00 a.m. to 8:00 p.m., and Sunday 8:00 a.m. to 8:00 p.m.

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

11. Consider And Vote Upon A Resolution Setting Non-Utility Rates, Fees, And Charges For The City Of Ponca City Parks and Recreation Department.

**RESOLUTION NO. 6418**

***A RESOLUTION SETTING NON-UTILITY RATES, FEES, AND CHARGES FOR THE CITY OF PONCA CITY PARKS AND RECREATION DEPARTMENT.***

Commissioner Taylor made the motion to approve item #11. Commissioner Chapman seconded.

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

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

12. None

13. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:43 p.m.

***PASSED IN SESSION AND APPROVED THIS 14<sup>TH</sup> DAY OF JANUARY 2019.***



*Homey Nicholson*  
MAYOR

ATTEST

*[Signature]*  
CITY CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
December 26, 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  
Lanita Chapman, Trustee  
Paul Taylor, Trustee  
Craig Stephenson, City Manager  
Michael Vanderburg, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Ryan Austin, Trustee

Others Present: Randy Tyner, John Andrew, Chris Henderson, Mike Lane, Eric Newell, Dave Williams, Hong Fu, 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 5:43 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 Taylor made the motion to approve the consent agenda. Trustee Chapman seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held December 10, 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. 1050**

***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 Upon 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 2019.

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

6. None

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

None

7. ADJOURN

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

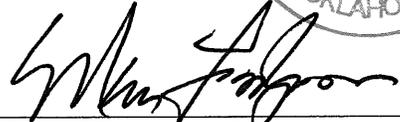
Roll: Yeas; Scott, Chapman, Nicholson, Taylor. Nays; None. Motion carried.

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 5:44 p.m.

***PASSED IN SESSION AND APPROVED THIS 14<sup>TH</sup> DAY of JANUARY 2019.***



ATTEST:

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

  
\_\_\_\_\_  
CHAIRMAN