

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
January 28, 2019

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: Terry Brown, Richard Evans, Rob Dick, Staci Hobbs, John Andrew, Dave Williams, Butch Herring, Chris Henderson, 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 5:31 p.m.
2. PLEDGE OF ALLEGIANCE

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

The Board of Commissioners found items #3 through #8 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 January 14, 2019.
4. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims Against The City Of Ponca City, Oklahoma.

**RESOLUTION NO. 6422**

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

5. 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. 6423**

***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.***

6. 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. 6424**

***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.***

7. 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. 6425**

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

8. Consider And Vote To Authorize The Mayor To Sign The Agreement Of Recognition Bargaining Procedures And Operating Contract Between City Of Ponca City And International Association Of Fire Fighters, Local 2479 For Fiscal Year 2018-2019.

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

9. None

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

10. None

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

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson informed citizens that Cimarron Public Transit is holding their annual community forums related to public transportation. The meeting for Ponca City is scheduled for January 31, 2019 at 11:00a.m. in the Barnes Room at City Hall.

Stephenson invited the public to Ponca Politics being held February 8, 2019 in the City Hall Commission Chamber from 12:00 p.m. to 1:00 p.m. The rebroadcast of the forum will be on the City's webpage, [www.poncacityok.gov/civicmedia](http://www.poncacityok.gov/civicmedia) and will be shown on cable Channel 56 on February 8, 2019 at 6:00 p.m. and 9:00 p.m., then from February 9, 2019 through February 11, 2019 at 6:00 a.m., 9:00 a.m., 6:00 p.m., and 9:00 p.m. and February 12, 2019 at 6:00 a.m. and 9:00 a.m.

Stephenson explained that City Staff has kicked off the 2019-20 Fiscal Year Budget process officially with a Budget Kick-Off meeting. The schedule calls for a presentation to the City Commission at the Work Session scheduled on February 18, 2019 to receive an overview of the budget process. Stephenson reminded everyone that April 15 and 16, 2019 will be the all-day budget meetings with city staff to go over the proposed budget for FY 2019-20.

12. Receive Presentation Of The City Of Ponca City's Snow And Ice Control Manual.

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

None

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

13. None

14. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:44 p.m.

***PASSED IN SESSION AND APPROVED THIS 11<sup>TH</sup> DAY OF FEBRUARY 2019.***



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

ATTEST:

*William Johnson*  
\_\_\_\_\_  
CITY CLERK



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
January 28, 2019

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: Terry Brown, Richard Evans, Rob Dick, Staci Hobbs, John Andrew, Dave Williams, Butch Herring, Chris Henderson, 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 5:44 p.m.

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

The Board of Trustees found items #2 through #4 noncontroversial and routine in nature by the governing body and are approved by one motion.

Trustee Chapman made the motion to approve the consent agenda as stated. Trustee Taylor seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held January 14, 2019.
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. 1053**

***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.

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

5. None

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

6. Consider And Vote Upon The Contract Award For Construction Of The Outside Plant Of The Phase 1 Area Of Ponca City Broadband, To Klaasmeyer Construction, Inc. Of Conway, Arkansas, In The Amount Of \$2,044,576.35 And Approve Change Order No. 1 In The Deduct Amount Of \$518,688.00 For A Total Contract Amount Of \$1,525,888.35 And Authorize The Chair To Execute All Necessary Documents.

Trustee Taylor made the motion to approve item #6. Trustee Chapman seconded.

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

7. ADJOURN

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

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

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:04 p.m.

***PASSED IN SESSION AND APPROVED THIS 11<sup>TH</sup> DAY of FEBRUARY 2019.***



*Homer Nicholson*

CHAIRMAN

ATTEST:

*Wm. J. [Signature]*

TRUST SECRETARY