

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
February, 11, 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  
Ryan Austin, Commissioner  
Shasta Scott, Commissioner  
Lanita Chapman, Commissioner  
Paul Taylor, Commissioner  
Craig Stephenson, City Manager  
Michael Vanderburg, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: None

Others Present: Terry Brown, Chris Henderson, Pam Jones, Jim Fairbanks, Jesse Beck, Eric Newell, Mike Lane, Dana Bright, Dave Williams, John Andrew, City Staff; Andy Cromer, Arledge & Associates, P.C; 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 February: Attentiveness

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

The Board of Commissioners found items #4 through #10 non-controversial and routine in nature. Commissioner Scott made the motion to approve consent agenda as presented. Commissioner Austin seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held January 28, 2019.

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

**RESOLUTION NO. 6426**

***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. 6427**

***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 Waiving City Code Sec. 7-1-4 (Number Of Garage Sales In A Given Year) For A City-Wide Garage Sale Day On April 6, 2019 And Waiving \$5 Permit Fee In Conjunction With The City's Annual Spring Cleanup Which Will Be Held April 6 Through April 13, 2019.

**RESOLUTION NO. 6428**

***A RESOLUTION WAIVING CITY CODE SEC. 7-1-4 (NUMBER OF GARAGE SALES IN A GIVEN YEAR) FOR A CITY-WIDE GARAGE SALE DAY ON APRIL 6, 2019 AND WAIVING \$5 PERMIT FEE IN CONJUNCTION WITH THE CITY'S ANNUAL SPRING CLEANUP WHICH WILL BE HELD APRIL 6 THROUGH APRIL 13, 2019.***

8. Consider And Vote Upon Request For Authorization To Advertise For Bids for "Shirlee Avenue Reconstruction – Meadow Lane to 540 Feet West," Project Number GEN19-3.
9. Consider And Vote Upon Authorizing The City Clerk To Advertise For Bids For Project No. Gen 19-2, Mill And Overlay Of Various Streets.
10. Consider And Vote To Authorize The Mayor To Sign The 2018-2019 Collective Bargaining Agreement Between The City Of Ponca City And The Fraternal Order Of Police, Lodge #103.

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

11. None

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

12. Mayor Nicholson reminded residents to go to the polls and vote tomorrow.

Commissioner Scott expressed gratitude to City staff that out working in the recent bitter cold.

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

13. CITY MANAGER'S REPORT

City Manager Craig Stephenson reminded the public that tomorrow is the day of Mayoral Election for the City of Ponca City. Polls open at 7:00 a.m. and close at 7:00 p.m. Stephenson encouraged all to exercise their right to vote tomorrow.

Stephenson announced that the budget schedule calls for a presentation to the City Commission at the Work Session scheduled for February 18, 2019, to receive an overview of the budget process. Commissioners were reminded if they have something they want considered, please make it known. Stephenson stated that April 15 & 16, 2019 will be the all-day budget meetings with City staff to go over the proposed budget for FY 2019-20.

Stephenson will give a quick overview of the State of the City to the retirees from Conoco/ConocoPhillips/Phillips 66 tomorrow at the Pioneer Technology Center February 12, 2019.

Stephenson let it be known that on February 21 & 22, 2019 Ponca City will be hosting the Graduation Ceremony for the Oklahoma Municipal League's 2018/19 Community Leadership Development Class 7. It will be at the Marland Mansion on February 21, 2019 and then City Hall in the Commission Chambers on the February 22, 2019.

Stephenson invited the public to Ponca Politics Forum to be held on February 22, 2019 from Noon to 1:00 p.m. Senator Coleman and Representatives Luttrell and Pfeiffer will be in attendance to discuss this year's legislative session. Due to the hosting of the Community Leadership Development Class 7 in the City Commission Chamber the forum will be held in the City Center Gravity Room located on the 5<sup>th</sup> floor of the building.

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

14. Consider And Vote To Receive Fiscal Year 2017-18 Annual Financial Statements And Accompanying Independent Auditor's Report For The City Of Ponca City, Oklahoma From Arledge & Associates, P.C., For The Fiscal Year Ended June 30, 2018.

Commissioner Taylor made the motion to receive the audited financial statements. Commissioner Chapman seconded.

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

15. Consider And Vote Upon The Contract Award And Authorizing The Execution Of The Contract Documents For, "Lake Ponca Park – Checkstand Road, South Side Boat Trailer Loop", Project No. GEN 18-4D, To Evans And Associates Construction Company, Inc. Of Ponca City, Oklahoma In The Amount Of \$123,521.50.

Commissioner Austin made the motion to approve item #15. Commissioner Taylor seconded.

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

16. Consider And Vote On A Proposal From Fox Ceramic Tile, Inc., St. Marys, Kansas For Repairs To The Ponca City Recplex Lap Pool Top Tile Repair And Installation Of Expansion Joints In The Amount Of \$41,213.00, And Authorize The Prepayment Of \$14,425.00.

Commissioner Scott made the motion to approve item #16. Commissioner Chapman seconded.

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

17. Consider And Vote Upon Request For Authorization To Advertise For Bids For "Street Improvement Project, Turner Street Reconstruction – Donner Avenue To Prospect Avenue", Project No. GEN 19-4.

Commissioner Austin made the motion to approve item #17. Commissioner Taylor seconded.

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

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

18. None

19. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 6:12 p.m.

***PASSED IN SESSION AND APPROVED THIS 25<sup>TH</sup> DAY OF FEBRUARY 2019.***



ATTEST:

CITY CLERK

VICE-MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
February 11, 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  
Ryan Austin, Trustee  
Shasta Scott, Trustee  
Lanita Chapman, Trustee  
Paul Taylor, Trustee  
Craig Stephenson, City Manager  
Michael Vanderburg, Trust Attorney  
Marc LaBossiere, Secretary

Absent: None

Others Present: Terry Brown, Chris Henderson, Pam Jones, Jim Fairbanks, Jesse Beck, Eric Newell, Mike Lane, Dana Bright, Dave Williams, John Andrew, City Staff; Andy Cromer, Arledge & Associates, P.C; citizens; Steve Dye, Ponca City News and Beverly Bryant, TEAM Radio.

1. CALL TO ORDER  
Chairman Homer Nicholson called the meeting to order at 6:12 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 Austin made the motion to approve the consent agenda as stated. Trustee Taylor seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held January 28, 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. 1054**

***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. Consider And Vote To Receive Fiscal Year 2017-18 Annual Financial Statements And Accompanying Independent Auditor's Report For The Ponca City Utility Authority From Arledge & Associates, P.C., For The Fiscal Year Ended June 30, 2018.

Trustee Scott made the motion to receive the financial report for the Ponca City Utility Authority. Trustee Chapman seconded.

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

6. ADJOURN

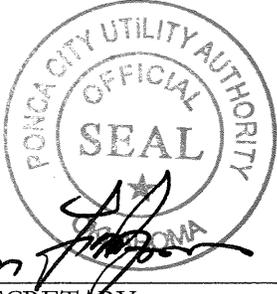
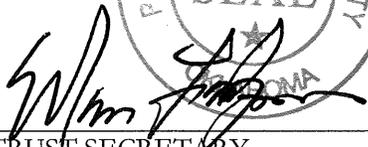
A motion to adjourn was made by Trustee Chapman and seconded by Trustee Taylor.

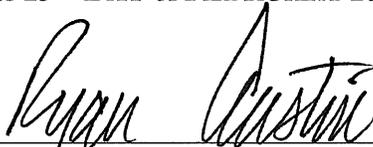
Roll: Yeas; Chapman, Taylor, Nicholson, Austin, Scott. Nays; None. Motion carried.

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:14 p.m.

***PASSED IN SESSION AND APPROVED THIS 25<sup>TH</sup> DAY of FEBRUARY 2019.***

ATTEST:

  
  
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TRUST SECRETARY

  
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VICE CHAIRMAN