

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
March 25, 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  
Lanita Chapman, Commissioner.  
Paul Taylor, Commissioner  
Craig Stephenson, City Manager  
Michael Vanderburg, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Shasta Scott, Commissioner

Others Present: Tana McKinley, Eric Newell, Terry Brown, Butch Herring, Dave Williams, Chris Henderson, Jesse Beck, Aaron Michaud, Jim Fairbanks, Mike Lane, Richard Evans, Stacie Hobbs, John Andrew, City Staff; David Myers, PCDA; citizens; Steve Dye, Ponca City News, 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 #6 non-controversial and routine in nature. Commissioner Austin made the motion to approve the consent agenda. Commissioner Taylor seconded.

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

3. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held March 11, 2019.

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

**RESOLUTION NO. 6432**

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

5. 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. 6433**

***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.***

6. Consider And Vote Upon Awarding The Contract And Authorizing The Execution Of The Contract Documents For “Shirlee Avenue Reconstruction – Meadow Lane To 540 Feet West,” Project Number GEN19-3, To Hembree And Hodgson Construction LLC Of Ponca City, In The Amount Of \$246,810.56.

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

7. None

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

8. Mayor Homer Nicholson congratulated the Po-Hi High Steppers who recently won the National Championship.

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

9. CITY MANAGER’S REPORT

City Manager Craig Stephenson informed all that Phase I construction of the Ponca City Broadband network continues, and the first leg of the transport loop should be completed this week. They have begun putting up some fiber in the neighborhoods of Phase I. It is anticipated that this phase will be completed by June 10, 2019.

Stephenson reminded the public that the City is promoting a one-day Citywide Garage Sale event to be held on April 6, 2019. The \$5.00 permit is waived for this event and does not count toward the annual limit of two garage sales. The Spring Cleanup will be April 6-13, 2019 this year for Ponca City residents only. Additional information has been mailed out in the utility billing bills.

Stephenson announced a Ribbon Cutting March 28, 2019 at 2:00 p.m. at the new Willow Springs 18 hole Disc Golf Course. The public is welcome for the opening of the new disc course in the community. This is one of the courses that will be used in the Ponca City Open in May 2019.

**\*\*PUBLIC HEARINGS \*\***

- 10a. Conduct a Public Hearing on Subparagraph (B) Hereof.

Development Services Director Chris Henderson gave a power point presentation on the re-zoning request.

Don Kinsinger, 134 Elmwood, gave his history of business in Ponca City and encouraged approval of the re-zoning.

- 10b. Consider And Vote Upon An Ordinance Rezoning A Tract Of Land Located At 109 West Prospect Avenue From R-2 Two-Family Residential To C-2 General Commercial.

**ORDINANCE NO. 6263**

***AN ORDINANCE REZONING A TRACT OF LAND LOCATED AT 109 WEST PROSPECT AVENUE FROM R-2 TWO-FAMILY RESIDENTIAL TO C-2 GENERAL COMMERCIAL.***

Commissioner Chapman made the motion to approve item #10b as stated. Commissioner Taylor seconded.

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

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

11. Consider And Vote Upon Awarding The Contract And Authorizing The Execution Of The Contract Documents For, "Street Improvement Project, Turner Street Reconstruction – Donner Avenue To Prospect Avenue", Project No. GEN 19-4, To Hembree And Hodgson Construction, LLC Of Ponca City, Oklahoma For \$623,493.68.

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

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

12. Consider And Vote Upon The Purchase Of Thirty-Five (35) Pieces Of New Cardio Equipment For The Ponca City RecPlex, From Push Pedal Pull, Tulsa, Oklahoma, In The Amount Of \$223,387.02.

Commissioner Taylor made the motion to approve the proposed purchase. Commissioner Austin seconded.

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

13. Consider And Vote To Award The Audit Of Financial Statements For Fiscal Year 2018-19 (Year Ending June 30, 2019) To Berberich Trahan & Co., P.A. Certified Public Accountants, Of Topeka, Kansas, In A Total Amount Not To Exceed \$53,175.00 And Authorize The Mayor To Execute All Related Documents.

Commissioner Austin made the motion to approve item #13. Commissioner Chapman seconded.

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

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

14. None

**RECESS TO PONCA CITY UTILITY AUTHORITY MEETING**

Commissioner Taylor made the motion to recess to the Ponca City Utility Authority meeting. Commissioner Chapman seconded.

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

At 6:09 p.m. Mayor Nicholson recessed to the Ponca City Utility Authority meeting.

At 6:11 p.m. the Commission returned to regular session.

15. Receive Ponca City Development Authority Review.

David Myers, Executive Director of the PCDA, gave an overview of the local economy, progress on the City Central Building, and other initiatives. Myers also noted the PCDA is beginning preparations to construct their fourth SPEC building. Myers concluded by encouraging all residents to participate in the upcoming census.

16. Entertain Motion To Enter Executive Session:

Pursuant To Title 25 Section 307b Subsection 7 Oklahoma Statutes For Purposes Of Conferring On Matters Pertaining To Economic Development Upon Finding That The Matter To Be Discussed Would Interfere With The Development Of Products Or Services Or Public Disclosure Would Violate The Confidentiality Of The Business.

At 6:21 p.m. Commissioner Austin made the motion to enter executive session. Commissioner Chapman seconded.

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

17. ADJOURN

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

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

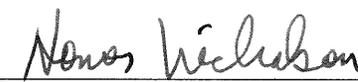
Mayor Nicholson adjourned the Board of Commissioners meeting at 6:38 p.m.

***PASSED IN SESSION AND APPROVED THIS 8<sup>TH</sup> DAY OF APRIL 2019.***

ATTEST:

  
CITY CLERK



  
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
March 25, 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  
Lanita Chapman, Trustee  
Paul Taylor, Trustee  
Craig Stephenson, City Manager  
Michael Vanderburg, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Shasta Scott, Trustee

Others Present: Tana McKinley, Eric Newell, Terry Brown, Butch Herring, Dave Williams, Chris Henderson, Jesse Beck, Aaron Michaud, Jim Fairbanks, Richard Evans, Stacie Hobbs, John Andrew, City Staff; David Myers, PCDA; citizens; Steve Dye, Ponca City News, Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 6:09 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 Austin made the motion to approve the consent agenda. Trustee Taylor seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held March 11, 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. 1057**

***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 The Purchase Of A Current Year Model Digger Derrick Truck From Altec Industries, In The Amount Of \$261,539.00.

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

6. None

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

None

7. ADJOURN

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

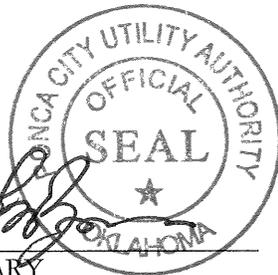
Roll: Yeas; Taylor, Chapman, Nicholson, Austin. Nays; None. Motion carried.

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:10 p.m.

*PASSED IN SESSION AND APPROVED THIS 8<sup>TH</sup> DAY of APRIL 2019.*

ATTEST:

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



  
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CHAIRMAN