

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
July 22, 2019

Southwest Business Products E1809727KV

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 Acting Mayor Paul Taylor presiding:

Present: Shasta Scott, Commissioner  
Lanita Chapman, Commissioner  
Paul Taylor, Commissioner  
Craig Stephenson, City Manager  
Michael Vanderburg, City Attorney  
Marc LaBossiere, Finance Director/City Clerk

Absent: Homer Nicholson, Mayor  
Ryan Austin, Commissioner

Others Present: Tana McKinley, Jim Fairbanks, Butch Herring, Richard Evans, David Keathly, Mike Lane, Chris Henderson, John Andrew, Dave Williams, Hong Fu, City Staff; David Myers, PCDA; citizens; Mike Seals, Ponca City News and Beverly Bryant, TEAM Radio.

1. CALL TO ORDER

Commissioner Paul Taylor called the meeting to order at 5:30 p.m.

City Attorney Michael Vanderburg commented in the absence of Mayor Homer Nicholson and Vice-Mayor Ryan Austin, the three commissioners need to vote for an Acting Mayor for current meeting.

Commissioner Scott made the motion to designate Commissioner Taylor as Acting Mayor for the evening's meeting. Commissioner Chapman seconded.

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

2. PLEDGE OF ALLEGIANCE

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

3. Character Trait for July: Responsibility

**\*\*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 Chapman seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Work Session Held July 1, 2019 And Regular Session Held July 8, 2019.

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

**RESOLUTION NO. 6463**

***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 Amending The Operating Budget Of Various Funds For Fiscal Year 2019-20.

**RESOLUTION NO. 6464**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA AMENDING THE OPERATING BUDGET OF VARIOUS FUNDS FOR FISCAL YEAR 2019-20.***

7. Consider And Vote On A Lease Agreement Between The City Of Ponca City (Lessor) And Vicki & Norma Green (Lessee) For The Residence Located At 1901 Rose Lane, At The E.W. Marland Estate, Commencing On July 1, 2019 And Terminating On June 30, 2020.
8. Consider And Vote Upon Awarding The Bid For Project No. Gen 19-9, Sidewalk Improvement Project, Grand Avenue From Sixth Street To Seventh Street, To Hembree & Hodgson Construction In The Amount Of \$44,576.43.
9. Consider And Vote On The Agreement With The Ponca City Public Schools To Receive Reimbursement In The Amount Of \$124,420.93 For Providing School Resource Officers For The 2019-2020 School Year.
10. Consider And Vote Upon Accepting All Unit Price Bids Submitted By Various Contractors For Items Of Work Performed For Sidewalk Maintenance Through December 31, 2019.

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

11. None

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

12. None

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

13. CITY MANAGER'S REPORT

City Manager Craig Stephenson made it known as a result of the extreme weather and flooding in Kay County, FEMA will open a DRC (Disaster Recovery Center) in Ponca City. The DRC provides a space for recovery specialists from FEMA and the U.S. Small Business Administration to provide information on the recovery services and assistance programs available to those who have suffered damage and loses. A DRC is a readily accessible office near a disaster scene where citizens can find information about recovery programs and ask questions. They can help individuals register for disaster assistance and provide referrals and help with appeals. This service is available to home owners, renters, and businesses. They can also assist by: clarifying any written correspondence received, answer questions and provide resolutions to problems, explain application status, and submit additional documentation requested by FEMA. The DRC will be located in the Ponca City Chamber of Commerce building at 420 E. Grand, and will be open July 25-27, 2019 and July 29, 2019. Office hours will be 8:00 a.m. to 7:00 p.m. each day. The DRC will not be open on Sunday, July 28, 2019. For additional information contact Paula Cain, Emergency Management Director, 767-0380

Stephenson reminded the public July 29, 2019 is the fifth Monday of the month, therefore there is not a scheduled regular City Commission meeting next week.

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

14. Consider And Vote Upon Authorization to Advertise for Bids for "Street Improvement Project, Asphalt Mill and Overlay, Turner Street – Hartford Avenue to Donner Avenue", Project No. SST 20-1.

Commissioner Chapman made the motion to approve item #14 as stated. Commissioner Scott seconded.

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

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

15. None

**RECESS TO PONCA CITY UTILITY AUTHORITY MEETING**

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

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

At 5:48 p.m. Acting Mayor Taylor recessed to the Ponca City Utility Authority meeting.

At 5:54 p.m. the Commission returned to regular session

16. Receive Ponca City Development Authority Review.

PCDA Executive Director David Myers gave commissioners an overview of the local economy.

17. 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 6:02 p.m. Commissioner Chapman made the motion to enter executive session. Commissioner Scott seconded.

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

18. Return To Regular Session And Take Any Necessary Action, If Appropriate, On Items Discussed In Executive Session.

The commission returned to Regular Session with no action being taken.

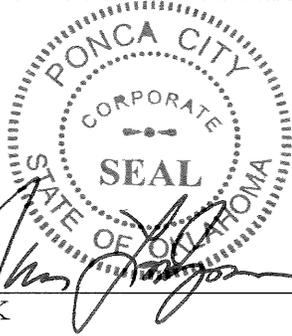
19. ADJOURN

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

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

Acting Mayor Taylor adjourned the Board of Commissioners meeting at 6:22 p.m.

***PASSED IN SESSION AND APPROVED THIS 12<sup>TH</sup> DAY OF AUGUST 2019.***



*Howe Welton*  
MAYOR

ATTEST:  
*[Signature]*  
CITY CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
July 22, 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 Acting Chairman Paul Taylor presiding.

Present: Lanita Chapman, Trustee  
Shasta Scott, Trustee  
Paul Taylor, Trustee  
Craig Stephenson, City Manager  
Michael Vanderburg, Trust Attorney  
Marc LaBossiere, Secretary

Absent: Homer Nicholson, Chairman  
Ryan Austin, Trustee

Others Present: Tana McKinley, Jim Fairbanks, Butch Herring, Richard Evans, Chris Henderson, John Andrew, Dave Williams, Hong Fu, City Staff, David Myers, PCDA; citizens; Mike Seals, Ponca City News and Beverly Bryant, TEAM Radio.

1. CALL TO ORDER  
Acting Chairman Paul Taylor called the meeting to order at 5:48 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 Scott made the motion to approve the consent agenda as presented. Trustee Chapman seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held July 8, 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. 1070**

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

4. Consider And Vote Upon A Resolution Of The Ponca City Utility Authority, Ponca City, Oklahoma Amending The Operating Budget Of Various PCUA Funds For Fiscal Year 2019-20.

**RESOLUTION NO. 1071**

***A RESOLUTION OF THE PONCA CITY UTILITY AUTHORITY, PONCA CITY, OKLAHOMA AMENDING THE OPERATING BUDGET OF VARIOUS PCUA FUNDS FOR FISCAL YEAR 2019-20.***

5. Consider And Vote Upon Change Order No. 1 To Construction Contract With Sober Brothers, Inc. For The Santa Fe Creek Bridge Water Line Relocation Project In The Add-On Amount Of \$5,222.00, Amendment No. 1 In The Deduct Amount Of \$3,770.00, Acknowledge Project Is Complete, And Authorize Final Payment.

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

6. None

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

7. Consider And Vote On A Construction Contract For The Bois D'Arc Sanitary Sewer Interceptor-Phase II Project With Urban Contractors, Inc. In The Amount Of \$1,324,044.50.

Trustee Chapman made the motion to approve item #7 as stated. Trustee Scott seconded.

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

8. ADJOURN

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

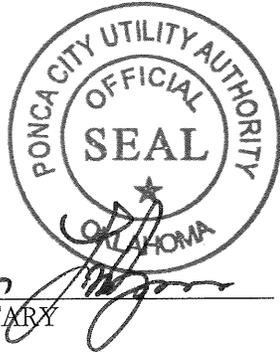
Roll: Yeas; Scott, Chapman, Taylor. Nays; None. Motion carried.

Acting Chairman Taylor adjourned the Ponca City Utility Authority meeting at 5:54 p.m.

***PASSED IN SESSION AND APPROVED THIS 12TH DAY OF AUGUST 2019.***

ATTEST:

  
TRUST SECRETARY





CHAIRMAN