

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
August 26, 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 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: Tana McKinley, Butch Herring, Don Bohon, Randy Tyner, John Andrew, Rhonda Skrapke, Jim Fairbanks, Rob Dick, Dave Williams, Phil Johnston, Steve Sullivan, Will Tripp, Hong Fu, City Staff; Rich Cantillon, Garrett Bowers, Ponca City Chamber of Commerce; David Myers, PCDA; Mike Seals, 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. Presentation By The Ponca City Chamber of Commerce Of The Gary Martin City Employee Of The Year Award.

Garrett Bowers, representing the Ponca City Chamber of Commerce, presented the 2019 Gary Martin City Employee Of The Year Award to Technology Services Director Dave Williams.

****CONSENT AGENDA****

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

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Work Session Held August 5, 2019 And Regular Session Held August 12, 2019.

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

RESOLUTION NO. 6469

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. 6470

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 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. 6471

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.

8. Consider And Vote Upon A Resolution Of The City Of Ponca City Establishing Petty Cash Accounts In Amounts Allocated By The Governing Body For Use In Making Payments For Costs Incurred In Operating Municipality.

RESOLUTION NO. 6472

A RESOLUTION OF THE CITY OF PONCA CITY ESTABLISHING PETTY CASH ACCOUNTS IN AMOUNTS ALLOCATED BY THE GOVERNING BODY FOR USE IN MAKING PAYMENTS FOR COSTS INCURRED IN OPERATING MUNICIPALITY.

9. Consider And Vote On The Purchase Of A 2020 Model 13-15 Yard Tandem Axle Dump Truck From The Summit Truck Group For The Public Works Department, Street And Drainage Division In The Amount Of \$117,024.20.
10. Consider And Vote On Contract Amendment #1 To The Agreement With Cabbiness Engineering, LLC To Provide Professional Design Services For The Reconstruction Of Highland Avenue From Sunset Street To Ash Street In The Amount Of \$8,000.00.

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

11. None

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

12. Commissioner Ryan Austin congratulated Dave Williams on receiving Gary Martin Employee of the year award.

Mayor Homer Nicholson commented he is looking forward to cooler weather.

****REPORTS****

13. CITY MANAGER'S REPORT

City Manager Craig Stephenson let the public know that Ambuc Pool will be open for Adult Lap Swim only and will be offered on Mondays, Wednesdays, and Thursdays thru Thursday, September 12, 2019 from 5:00 p.m. to 7:00 p.m. Wentz Pool will close for the season after this weekend September 1, 2019.

Stephenson stated Staff met with representatives of FEMA on Monday of last week to go over preliminary details of flood damage from the May flood event in and around Ponca City. Staff has 60 days from last Monday to identify any additional damage and get all the details into FEMA for reimbursement consideration. FEMA will reimburse 75% of the expenditures that are properly documented and have proof of being caused by the flood event. Staff has already gathered a majority of the information prior to our meeting so it should go well.

Stephenson announced ADG and members of their team met last week with members of KSB and City staff to kick-off the Public Safety Center facility project.

Stephenson informed the public September 2, 2019 is Labor Day and City Offices will be closed for the day. Wentz Golf Course will be open. Emergency services will be staffed accordingly.

Stephenson concluded by wishing everyone has a Safe and Enjoyable Labor Day!

****NEW BUSINESS****

14. Consider And Vote Upon Awarding The Contract And Authorizing The Execution Of The Contract Documents For, "Street Improvement Project, Asphalt Mill And Overlay, Turner Street – Hartford Avenue To Donner Avenue", Project No. SST 20-1, To Evans And Associates Construction Company, Inc. Of Ponca City, Oklahoma In The Amount Of \$468,070.50.

Commissioner Austin made the motion to approve item #14. Commissioner Chapman seconded.

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

15. Consider And Vote To Submit A Revised Application For The Small Cities Community Development Block Grant (CDBG) Program To The Oklahoma Department Of Commerce For FY-2019 Funding In The Amount Of \$112,787.00 And Execute Resolution In Support Of Application.

Commissioner Scott made the motion to approve item #15. Commissioner Chapman seconded.

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

16. Consider And Vote On A Resolution Obligating Funds To Be Used As Leverage With The FY-19 Small Cities Community Development Block Grant (CDBG) Program.

RESOLUTION NO. 6473

A RESOLUTION OBLIGATING FUNDS TO BE USED AS LEVERAGE WITH THE FY-19 SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM.

Commissioner Chapman made the motion to approve item #16 as stated. Commissioner Austin seconded.

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

17. Consider And Vote On A Professional Services Agreement Between The City Of Ponca City And KSB, LLC To Perform CMaR (Construction Manager at Risk) Services For Construction Of The Ponca City Public Safety Center, And Authorize The Mayor To Execute All Related Documents.

Commissioner Chapman made the motion to approve item #17 as stated. Commissioner Taylor seconded.

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

****CITIZENS COMMENTS****

18. None

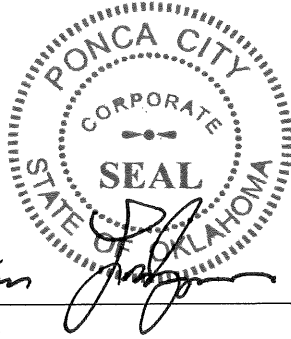
19. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:59 p.m.

PASSED IN SESSION AND APPROVED THIS 9TH DAY OF SEPTEMBER 2019.



Homer Nicholson

MAYOR

ATTEST:

[Signature]

CITY CLERK

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

Absent: None

Others Present: Tana McKinley, Butch Herring, Don Bohon, Randy Tyner, John Andrew, Jim Fairbanks, Rob Dick, Dave Williams, Phil Johnston, Steve Sullivan, Will Tripp, Hong Fu, City Staff; Mike Seals, Ponca City News and Beverly Bryant, TEAM Radio.

1. CALL TO ORDER
Chairman Homer Nicholson called the meeting to order at 5:59 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 Scott made the motion to approve the consent agenda as presented. Trustee Chapman seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held August 12, 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. 1074

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. 1075

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

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

5. None

****NEW BUSINESS****

6a. Consider And Vote On A Contract With Asplundh Tree Expert Co. For Tree And Brush Trimming Of Areas 1, 2, 18, 19, And 20 In The Amount Of \$456,210.39.

Trustee Chapman made the motion to approve item #6a and #6b as stated. Trustee Austin seconded.

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

6b. Consider And Vote On A Contract With Asplundh Tree Expert Co. For Hourly Tree And Brush Trimming.

7. Consider And Vote On A Contract With Cabbiness Engineering To Provide Preliminary Engineering, Design, Bidding Services, And Construction Administration For The West Broadway Avenue Water Main Replacement Project In The Not-To-Exceed Amount Of \$40,000.00.

Trustee Taylor made the motion to approve item #7. Trustee Scott seconded.

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

8. ADJOURN

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

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

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:07 p.m.

PASSED IN SESSION AND APPROVED THIS 9TH DAY of September 2019.

ATTEST:

TRUST SECRETARY



CHAIRMAN

Homer Nicholson