

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
October 14, 2019

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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
Lanita Chapman, Commissioner
Paul Taylor, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Janet Ivers, Secretary to the City Manager

Absent: Ryan Austin, Commissioner
Shasta Scott, Commissioner
Marc LaBossiere, Finance Director/City Clerk

Others Present: Terry Brown, Darwin Haney, Chris Henderson, Dave Baur, John Andrew, Kevin Jeffries, Sherri Tapp, Mike Lane, Butch Herring, Eric Newell, City Staff; citizens; Beverly Bryant, Team Radio, Mike Seals, Ponca City News.

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 October: Initiative
4. Proclamation: Friends Of The Libraries Week

****CONSENT AGENDA****

The Board of Commissioners found items #5 through #9 non-controversial and routine in nature. Commissioner Chapman made the motion to approve the consent agenda as stated. Commissioner Taylor seconded.

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

5. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held September 23, 2019.
6. Consider And Vote Upon A Resolution Appropriating Money For Payment Of Claims Against The City of Ponca City, Oklahoma.

RESOLUTION NO. 6478

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

7. Consider And Vote On A Resolution Acknowledging City Options For Bridge Inspections For Compliance With National Bridge Inspection Standards And Approving City Staff's Actions In Utilizing Option Number 4 For Selecting Engineering Firm To Perform Inspections For Inspection Cycle Of April 1, 2020 To March 31, 2022.

RESOLUTION NO. 6479

A RESOLUTION ACKNOWLEDGING CITY OPTIONS FOR BRIDGE INSPECTIONS FOR COMPLIANCE WITH NATIONAL BRIDGE INSPECTION STANDARDS AND APPROVING CITY STAFF'S ACTIONS IN UTILIZING OPTION NUMBER 4 FOR SELECTING ENGINEERING FIRM TO PERFORM INSPECTIONS FOR INSPECTION CYCLE OF APRIL 1, 2020 TO MARCH 31, 2022.

8. Consider And Vote On The Oklahoma Municipal Assurance Group "Municipal Liability Protection Plan" Totaling \$274,022.00 For The Policy Period Of November 1, 2019 Through November 1, 2020.
9. Consider And Vote To Partially Release A Water Pipeline Easement Across Property Located At 2501 North 14th Street.

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

10. None

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

11. Commissioner Paul Taylor mentioned the beautiful fall weather Ponca City has been having the past few days.

****REPORTS****

12. CITY MANAGER'S REPORT

City Manager Craig Stephenson announced that Ponca City Energy's wholesale power supplier, OMPA (Oklahoma Municipal Power Authority), will be conducting a phone survey of residential electric customers beginning in October. Phone calls may appear as being from Glastonbury, Connecticut or from Great Blue Research. These surveys are not sales calls, and are used to help OMPA gauge customer satisfaction rates, as well as interest in programs and emerging technologies.

Stephenson made the public aware that the Great Shakeout Earthquake drill is October 17, 2019 at 10:17 a.m., or any time that day. Across the Nation, communities practice earthquake response during the Great Shakeout in order to be prepared when a serious earthquake occurs. Minimize your movements to a few steps to a nearby safe place, drop under a sturdy desk or table; if those aren't close crouch in an interior corner if you are indoors, stay there until the shaking has stopped and you are sure exiting is safe. If you are outdoors move away from buildings to an open space. For additional information contact Paula Cain, Emergency Management Director, 767-0380

Stephenson invited the public to the Ponca City Senior Expo being held on October 19, 2019 from 9:30 a.m. to 1:30 p.m. at the Ponca City Senior Center. This year's program theme is "Balancing Your Life Effectively" and lunch is included, but reservations are needed for the lunch and can be made by calling 763-8051. Also, Medicare Part D reviews are October 21-25, 2019 at the Senior Center. This is an important step in securing the best costs for your prescription medications. Please call the Senior Center to schedule your appointment time at 763-8051.

Stephenson stated that Schiralli Construction was given a Notice to Proceed on October 1, 2019. Schiralli is the contractor on the Lake Ponca Trails project that was recently awarded by ODOT (Oklahoma Department of Transportation). The contract time is 90 days for this project.

Stephenson relayed to the public that the median modifications are complete at 14th Street and Highland Avenue. The striping of the intersection should begin tomorrow, October 15, 2019.

Stephenson noted that the final numbers are not in on the Octoberfest event as of yet, but believes it did quite well in spite of the weather.

Stephenson gave notice that on October 23, 2019 from 8:00 a.m. to 5:00 p.m., the Kaw Dam road crossing will be closed for removal of equipment stored in the Dam. The road will reopen the same day, October 23, 2019, when the work is completed. There will be signs and warning flashers at Highway 60, at the COE Corp of Engineers office just after Sun N Fun water park, and at Enterprise Road alerting the drivers of the road closure.

****PUBLIC HEARINGS****

13A. Conduct A Public Hearing On Subparagraph (B) Hereof;

Chris Henderson, Development Services Director, presented a PowerPoint with details and information on the agenda item.

John Watson, 7045 E. Hartford, explained that, at this time, he only had plans for more mini-storage buildings in the back of his property.

13B. Consider And Vote On An Ordinance Zoning Real Property Located At 713-733 North 14th Street, More Particularly Described Below, From C-1 Local Commercial To C-2 General Commercial, And Directing The Development Services Director To Change The Official Zoning Map Of The City Accordingly, And Directing The City Clerk To File Of Record.

ORDINANCE NO. 6272

AN ORDINANCE ZONING REAL PROPERTY LOCATED AT 713-733 NORTH 14TH STREET, MORE PARTICULARLY DESCRIBED BELOW, FROM C-1 LOCAL COMMERCIAL TO C-2 GENERAL COMMERCIAL, AND DIRECTING THE DEVELOPMENT SERVICES DIRECTOR TO CHANGE THE OFFICIAL ZONING MAP OF THE CITY ACCORDINGLY, AND DIRECTING THE CITY CLERK TO FILE OF RECORD.

Commissioner Taylor made the motion to approve item #13B rezoning 713-733 N. 14th to C-2 General Commercial. Commissioner Chapman seconded.

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

14A. Conduct A Public Hearing On Subparagraph (B) Hereof;

Chris Henderson, Development Services Director, presented a PowerPoint with details and information on the agenda item.

No public comment received.

14B. Consider And Vote On An Ordinance Zoning Real Property Located At 1505 East Grand Avenue, More Particularly Described Below, From R-1 Single Family Residential To C-1 Local Commercial, And Directing The Development Services Director To Change The Official Zoning Map Of The City Accordingly, And Directing The City Clerk To File Of Record.

ORDINANCE NO. 6273

AN ORDINANCE ZONING REAL PROPERTY LOCATED AT 1505 EAST GRAND AVENUE, MORE PARTICULARLY DESCRIBED BELOW, FROM R-1 SINGLE FAMILY RESIDENTIAL TO C-1 LOCAL COMMERCIAL, AND DIRECTING THE DEVELOPMENT SERVICES DIRECTOR TO CHANGE THE OFFICIAL ZONING MAP OF THE CITY ACCORDINGLY, AND DIRECTING THE CITY CLERK TO FILE OF RECORD.

Commissioner Chapman made the motion to approve item #14B as stated on the agenda. Commissioner Taylor seconded.

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

15A. Conduct A Public Hearing On Subparagraph (B) Hereof;

Chris Henderson, Development Services Director, presented details and information on the agenda item.

Dr. Vishal Aggarwal, Tulsa, OK, stated the intentions and goals for the building and for a Residential Care facility to serve older adults in the Kay County area.

Isaac Edwards, Pinnacle Care Advisors in Durant, OK, expressed support for the Residential Care facility.

Wayne Washington, a nurse working with Dr. Aggarwal, explained the plans for the Residential Care facility once it is opened and staffed.

Ann Bennett, who has been on the board with Dr. Aggarwal for the past three years, supports the Residential Care facility and gave details of activities planned for the future residents.

David Thomas, 721 E. Grand, expressed concerns of code violations past and present and whether the construction/remodel will be finished once it begins.

Debbie Winterrowd, 129 Whitworth, asked questions pertaining to Special Use Permits.

Richard Winterrowd, 129 Whitworth, believes is it not an appropriate Special Use Permit for downtown and asked that the Commission deny the Special Use permit.

David Anderson, 319 E. Brookfield, stated his concerns about the facility being in the downtown area and believes the facility would not be beneficial to downtown.

- 15B. Consider And Vote Upon A Petition For A Special Use Permit In The CBD (Central Business District) To Permit A Residential Care Facility At 120 South 3rd Street.

Commissioner Taylor made the motion to table item #15B. Commissioner Chapman seconded.

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

****NEW BUSINESS****

16. Consider And Vote Upon A Resolution Setting Non-Utility Rates, Fees, And Charges For The Ponca City RecPlex.

RESOLUTION NO. 6480

A RESOLUTION SETTING NON-UTILITY RATES, FEES, AND CHARGES FOR THE PONCA CITY RECPLEX.

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

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

17. Consider And Vote Upon Awarding The Bid For Project No. SST 20-4, Hartford Avenue & Kygar Road Street Improvements, To Evans & Associates Construction In The Amount Of \$513,271.17.

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

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

****CITIZENS COMMENTS ****

18. Cathy Tippin, 2812 Fieldcrest, Census 2020 recruiting assistant, asked that anyone interested, to apply now for the Census Taker jobs that will be available April 2020.

Leonard Epperson, 3514 Old River Road, President of the Ponca City Noon Ambucs, wishes to have the donors to the Lake Ponca Park recognized as they see fit.

Bill Stuever, 2600 Fieldstone Trail, wanted to make it known what the City's investment was in the Lake Ponca Park.

Gary Miles, 8 Fawn Lane, stated that he assumed there would be a donor wall to recognize the donors for the Lake Ponca Park and asked the City to let Ambucs put up the wall.

Bob Robbins, 16 Donner Place, wants the VFW's donation for a dressing room area at Lake Ponca to be recognized on a donor memorial wall.

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. Nays; None. Motion carried.

At 7:05 p.m. Mayor Nicholson recessed to the Ponca City Utility Authority Meeting.

At 7:09 p.m. the Commission returned to regular session.

19. Consider And Vote To Conduct An Executive Session Pursuant To Title 25 Section 307B Subsection 2 Oklahoma Statutes For Purposes Of Discussing Negotiations With The International Association of Fire Fighters (IAFF) And Fraternal Order of Police (FOP).

Commissioner Taylor made the motion to enter into executive session. Commissioner Chapman seconded.

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

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

No action was taken.

21. ADJOURN

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

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

Mayor Nicholson adjourned the Board of Commissioners meeting at 8:52 p.m.

PASSED IN SESSION AND APPROVED THIS 28TH DAY OF OCTOBER 2019.



Honor Beckman

MAYOR

ATTEST:

[Signature]

CITY CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
October 14, 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
Lanita Chapman, Trustee
Paul Taylor, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Janet Ivers, Secretary to the City Manager

Absent: Ryan Austin, Trustee
Shasta Scott, Trustee
Marc LaBossiere, Secretary

Others Present: Terry Brown, Darwin Haney, Chris Henderson, John Andrew, Kevin Jeffries, Sherri Tapp, Mike Lane, Butch Herring, Eric Newell, citizen; Beverly Bryant, Team Radio, Mike Seals, Ponca City News.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 7:05 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 Taylor made the motion to approve the consent agenda. Trustee Chapman seconded.

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

2. Consider And Vote Upon The Minutes Of The Regular Session Held September 23, 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. 1080

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

4. Consider And Vote To Write Off Ponca City Utility Authority Accounts With Delinquent Balances And Transfer Uncollectible Accounts To Bad Debt Expense.

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

5. None

****NEW BUSINESS****

6. Consider And Vote On A Contract With Cabbiness Engineering, LLC To Provide Engineering Design Services For The Donner Avenue Water Main Improvement Project In The Not-To-Exceed Amount Of \$40,000.00.

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

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

7. ADJOURN

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

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

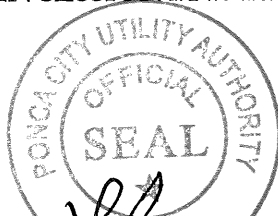
Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 7:09 p.m.

PASSED IN SESSION AND APPROVED THIS 28TH DAY of October 2019.

ATTEST:



TRUST SECRETARY





CHAIRMAN