

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
January 13, 2020

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
Lanita Chapman, Commissioner
Paul Taylor, Commissioner
Shasta Scott, Commissioner
Craig Stephenson, City Manager
Michael Vanderburg, City Attorney
Holly Wallen, Deputy City Clerk

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

Others Present: Mike Lane, John Andrew, Terry Brown, Chris Henderson, Kevin Jeffries, Jim Fairbanks, Eric Newell, Ryan Hafen, Tana McKinley, Dave Williams, Butch Herring, City Staff; Glenda Underwood, citizens.

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 January: Discipline

****CONSENT AGENDA****

The Board of Commissioners found items #4 through #8 non-controversial and routine in nature. Commissioner Scott made the motion to approve the consent agenda as read. Commissioner Taylor seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held December 23, 2019 And Work Session Held January 6, 2020.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims Against The City of Ponca City, Oklahoma.

RESOLUTION NO. 6492

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

6. 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 March 28, 2020 And Waiving The \$5 Permit Fee In Conjunction With The City's Annual Spring Cleanup Which Will Be Held March 28 Through April 4, 2020.

RESOLUTION NO. 6493

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 MARCH 28, 2020 AND WAIVING THE \$5 PERMIT FEE IN CONJUNCTION WITH THE CITY'S ANNUAL SPRING CLEANUP WHICH WILL BE HELD MARCH 28 THROUGH APRIL 4, 2020.

7. Consider And Vote Upon The Full Release Of All Claims And Acknowledgement Of The Satisfaction Of All Obligations For The Ponca City Recreation Center Operating Agreement And Associated Agreements.
8. Consider And Vote Upon All Unit Price Bids Submitted By Various Contractors For Items Of Work Performed For Sidewalk Maintenance Through June 30, 2020.

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

9. None

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

10. Mayor Homer Nicholson recognized a boy scout present.

****REPORTS****

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson made it known that The ODOC (Oklahoma Department of Commerce) made changes to the 2020 CDBG Small Cities Program and will require some adjustments for Ponca City. ODOC will only allow Ponca City to do one infrastructure project and two other projects. In the past, Ponca City has done multiple projects in an effort to best support the Ponca City Community. This year's award; out of 15 Letters of Intent submitted to participate in the 2020 program nine cities were selected. Every city will receive the same amount, so Ponca City's portion this year is \$152,222.22.

Stephenson reminded the public that the City of Ponca City will observe January 20, 2020 as a City Holiday and City offices will be closed. Residential refuse will not be picked up January 20, 2020 and will resume January 21, 2020.

Stephenson gave an update on the Northern Oklahoma Animal Care Facility – Ponca City; the property located at 705 E Hubbard Road has been purchased as of December 31, 2019. Staff is currently developing plans and specifications for removal and replacement of the roof of the building. The shingle façade that is currently on the building will be removed as well and replaced with a standing seam metal façade. Staff is also working on quotes for the power washing and sealing of the exterior of the building which will include the resealing of the standing seams on the concrete tip up wall construction. The windows will be replaced as well as the two garage doors on the back of the building. There will need to be additional work done outside the building, which includes fencing along with paved road to the back of the building. An architect has been secured to do a design of the interior for offices, storage, and kennel placements. Once those drawings are completed, staff will determine the best course forward with the construction of the interior.

Stephenson let the community know that United Community Action Program, Inc. /Cimarron Public Transit will hold community forums in January related to public transportation for Creek, Kay, Osage, Pawnee, and Washington counties. Cimarron Transit seeks comments from citizens regarding transportation needs and issues for consideration in updating the agency's transportation plan. The meeting for Ponca City is scheduled for January 28, 2020, at City Hall, 516 East Grand Avenue, in the Barnes Room, from 11:00 a.m. to Noon. Those interested in attending may request free transportation to/from the meeting. A limited number of free rides will be available to first callers who schedule 72-hours in advance. Those unable to attend a meeting can submit responses by email to lcorff@ucapinc.org, by fax to 918-762-3041 Ext.181 or by mail to 501 Sixth Street, Pawnee, OK 74058.

Stephenson reminded the public that the City of Ponca City's *Autumn Leaf Collection* is ongoing until January 24, 2020.

****PUBLIC HEARINGS****

12A. Conduct A Public Hearing On Subparagraph (B) Hereof;

Development Services Director Chris Henderson presented slide show explaining the property zoning.

12B. Consider And Vote Upon An Ordinance Zoning Real Property Located At 3420 North Pecan Road, More Particularly Described Below, From R-1 Single Family Residential 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 table item #12b and direct staff to explore other possibilities for what we can do for this property. Commissioner Scott seconded.

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

****NEW BUSINESS****

13. Consider And Vote Upon The Final Change Order, Acknowledge Final Acceptance, And Authorize Final Payment To Evans & Associates Construction For Project No. SST 20-4, Mill & Overlay/Reconstruct Hartford Avenue & Kygar Road, In The Amount Of \$498,566.66.

Commissioner Chapman made the motion to approve item #13 as stated. Commissioner Taylor seconded.

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

14. Consider And Vote Upon Authorization To Advertise For Bids For Street Improvement Projects: Project No. SST 20-2, Knight Boulevard - Asphalt Mill And Overlay And Concrete Reconstruction, 14th Street To The West 1200 Feet, And Project No. SST 20-3, 5th Street - Asphalt Mill And Overlay, Prospect Avenue To The North 1576 Feet.

Commissioner Taylor made the motion to approve item #14. Commissioner Scott seconded

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

15. Consider And Vote On A Lease Agreement With Ruby Nutrition PC LLC To Lease Office Space At The Ponca City RecPlex To Operate Concessions.

Commissioner Taylor made the motion to approve item #15 as stated. Commissioner Chapman seconded

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

****CITIZENS COMMENTS ****

16. None

RECESS TO THE PONCA CITY UTILITY AUTHORITY MEETING

Commissioner Scott made the motion to recess to the Ponca City Utility Authority Meeting. Commissioner Taylor seconded.

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

At 6:11 p.m. Mayor Nicholson recessed to the Ponca City Utility Authority Meeting.

17. Consider And Vote To Conduct An Executive Session For Purposes Of Discussing Negotiations With The IAFF (International Association of Fire Fighters) And FOP (Fraternal Order of Police). Authority For The Executive Session Is 25 O.S. § 307B.2.

At 6:13 p.m. the City Commission returned to regular session, and Commissioner Taylor made the motion to enter into executive session. Commissioner Chapman seconded.

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

At 6:25 p.m. the City Commission returned to regular session.

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

No action was taken.

19. ADJOURN

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

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

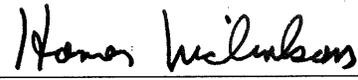
Mayor Nicholson adjourned the Board of Commissioners meeting at 6:27 p.m.

PASSED IN SESSION AND APPROVED THIS 27TH DAY OF JANUARY 2020.

ATTEST:


CITY CLERK




MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
January 13, 2020

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
Shasta Scott, Trustee
Craig Stephenson, City Manager
Michael Vanderburg, Trust Attorney
Holly Wallen, Deputy Secretary

Absent: Ryan Austin, Trustee
Marc LaBossiere, Secretary

Others Present: Mike Lane, John Andrew, Terry Brown, Chris Henderson, Kevin Jeffries, Jim Fairbanks, Eric Newell, Ryan Hafen, Tana McKinley, Dave Williams, Butch Herring, City Staff; Glenda Underwood, citizens.

1. CALL TO ORDER

Chairman Homer Nicholson called the meeting to order at 6:11 p.m.

****CONSENT AGENDA****

The Board of Trustees found items #2 through #6 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. Trustee Chapman seconded.

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

2. Consider And Vote Upon The Minutes Of The Ponca City Utility Authority Regular Session Held December 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. 1087

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. 1088

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 Authorizing Chairman To Submit Monthly Operating Statement To OWRB.
6. Consider And Vote Upon The Full Release Of All Claims And Acknowledgement Of The Satisfaction Of All Obligations For The Ponca City Recreation Center Operating Agreement And Associated Agreements.

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

7. None

****NEW BUSINESS****

None

9. ADJOURN

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

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

Chairman Nicholson adjourned the Ponca City Utility Authority meeting at 6:13 p.m.

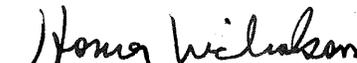
PASSED IN SESSION AND APPROVED THIS 27TH DAY of January 2020.

ATTEST:



TRUST SECRETARY





CHAIRMAN