

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS  
PONCA CITY, OKLAHOMA  
February 24, 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 Vice Mayor Ryan Austin presiding:

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

Absent: Homer Nicholson, Mayor

Others Present: Tana McKinley, Chris Henderson, Richard Evans, Jim Fairbanks, John Andrew, Sherri Tapp, Eric Newell, Don Bohon, Dave Baur, Butch Herring, Kevin Jeffries, Don Nuzum, Anthony Rogers, City Staff; citizens; Beverly Bryant, TEAM Radio.

1. CALL TO ORDER  
Vice Mayor Ryan Austin called the meeting to order at 5:30 p.m.
2. PLEDGE OF ALLEGIANCE

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

3. Oath of Office For Commissioners—Elect Chapman And Scott

**\*\*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 presented. Commissioner Taylor seconded.

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

4. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held February 10, 2020.
5. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims Against The City of Ponca City, Oklahoma.

**RESOLUTION NO. 6496**

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

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 Commissioners And Establishing The Terms of Office Thereof.

**RESOLUTION NO. 6497**

***A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA, APPOINTING MEMBERS TO VARIOUS BOARDS AND COMMISSIONERS 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. 6498**

***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 Designating Certain City Employees As Purchasing Officers With Authority To Make Purchases Against City And Municipal Trust Appropriations.

**RESOLUTION NO. 6499**

***A RESOLUTION DESIGNATING CERTAIN CITY EMPLOYEES AS PURCHASING OFFICERS WITH AUTHORITY TO MAKE PURCHASES AGAINST CITY AND MUNICIPAL TRUST APPROPRIATIONS.***

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

9. None

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

10. Vice Mayor Ryan Austin announced that Mayor Nicholson was representing Ponca City in Washington D.C. Austin also congratulated Commissioners' Scott and Chapman.

Commissioner Taylor congratulated Commissioners Scott and Chapman as well.

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

11. CITY MANAGER'S REPORT

City Manager Craig Stephenson congratulated Commissioners' Chapman and Scott on their new term of office. Stephenson thanked the commissioners on behalf of the community and city staff for their continued commitment to Ponca City.

Stephenson announced that residents will begin receiving information from the United States Census Bureau mid-March of this year. Residents will have the opportunity to complete the Census form one of three ways, on-line, via phone or paper questionnaire.

Stephenson reminded the public that spring cleanup will be held March 28, 2020 thru April 4, 2020 for Ponca City residents. Solid Waste crews will pick up most trash and haul it away, or residents can haul it to the landfill themselves and get rid of it for free. There is information on the City's website on what will not be picked as well as everyone receiving a utility bill from Ponca City has or will receive a flyer outlining the details.

Stephenson let it be known to the public that the annual City Wide Garage Sale will be held on March 28, 2020. For this one day only the City will waive the regular requirements for a garage sale. The \$5 permit won't be required, and the garage sale will not be counted toward the yearly limit of two. Residents who hold garage sales on this day are encouraged to place the leftovers out at their regular trash pickup spot for proper disposal or donate them to a local charity. In case of inclement weather, the event will be held on April 4, 2020.

Stephenson stated that the AARP Foundation Tax-Aide is currently in the Ponca City Library Monday through Thursday each week from 9:00 a.m. to 5:00 p.m. through April 15, 2020. Drop-ins only; first come, first served. Inclement weather policy: If the Library is open, AARP Foundation Tax-Aide will be there, Monday thru Thursday.

Stephenson noted the first installment of Ponca Politics will be held February 28, 2020 in the City Commission Chambers from Noon till 1:00 p.m. Senator Coleman and Representatives Luttrell and Pfeiffer will be in attendance to discuss the current status of the 2020 Legislative Session.

Stephenson noted that the March 16, 2020 Work Session will have an item to hear presentations from the Outside Agencies and their requests. There may well be other items the agenda as well.

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

12. Consider And Vote Upon Authorization And Execution Of The Contract Documents To Evans And Associates Construction Company, Inc. Of Ponca City, Oklahoma, For 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, In The Amount Of \$721,012.10.

Commissioner Chapman made the motion to approve item #12 as stated. Commissioner Taylor seconded.

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

13. Consider And Vote Upon Authorization And Execution Of The Contract Documents To Bloyer & Sons Roofing Company, Of Winfield, Kansas, For Project No. GEN 20-2 Roof Repair And Replacement At The Northern Oklahoma Regional Animal Care Facility, 705 East Hubbard Road, In The Amount Of \$73,535.00

Commissioner Taylor made the motion to approve item #13. Commissioner Scott seconded.

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

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

14. None

16. ADJOURN

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

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

Vice Mayor Aust adjourned the Board of Commissioners meeting at 5:56 p.m.

***PASSED IN SESSION AND APPROVED THIS 9<sup>TH</sup> DAY OF MARCH 2020.***



Howe Wilkerson  
MAYOR

ATTEST:  
Nolly Walker  
CITY CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY UTILITY AUTHORITY  
February 24, 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 Vice Chairman Ryan Austin presiding.

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

Absent: Homer Nicholson, Chairman

Others Present: Tana McKinley, Chris Henderson, Richard Evans, Jim Fairbanks, John Andrew, Sherri Tapp, Eric Newell, Dave Baur, Butch Herring, City Staff; citizens; Beverly Bryant, TEAM Radio.

1. CALL TO ORDER  
Vice Chairman Ryan Austin called the meeting to order at 5:56 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 Taylor seconded.

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

2. Consider And Vote Upon The Minutes Of The Ponca City Utility Authority Regular Session Held February 10, 2020.
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. 1092**

***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. 1093**

***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 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\*\***

7. None

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

NONE

8. ADJOURN

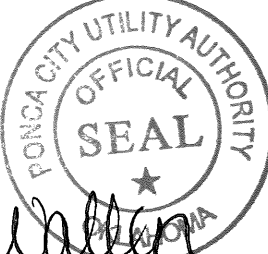
A motion to adjourn was made by Trustee Chapman and seconded by Trustee Taylor.

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

Vice Chairman Austin adjourned the Ponca City Utility Authority meeting 5:58m.

***PASSED IN SESSION AND APPROVED THIS 9<sup>TH</sup> DAY of March 2020.***

ATTEST:

  
Nolly Wallen  
TRUST SECRETARY

Honey Welleson  
CHAIRMAN