

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
April 27, 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 (In Person)
Lanita Chapman, Commissioner (Teleconference)
Shasta Scott, Commissioner (Teleconference)
Paul Taylor, Commissioner (In Person)
Craig Stephenson, City Manager
John Andrew, Interim City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: Ryan Austin, Commissioner

Others Present: Chris Henderson, Terry Brown, Jim Fairbanks, Tana McKinley, Kevin Jeffries, David Keathly, Jayne Detten, Rob Dick, Eric Newell, Dave Williams, Butch Herring, City Staff.

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

****CONSENT AGENDA****

The Board of Commissioners found items #3 through #9 non-controversial and routine in nature. Commissioner Taylor made the motion to approve the consent agenda as presented. Commissioner Scott seconded.

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

3. Consider And Vote Upon Minutes Of The Ponca City Board Of Commissioners Regular Session Held April 13, 2020 And Work Session Held April 20, 2020.
4. Consider And Vote Upon Resolution Appropriating Money For Payment Of Claims Against The City of Ponca City, Oklahoma.

RESOLUTION NO. 6505

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

5. 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 The Office Thereof.

RESOLUTION NO. 6506

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 THE OFFICE THEREOF.

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. 6507

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 Change Order No. 1 To Marine Development, Inc. For The Addition Of Building Insulation To "Checkstand Road Fishing Dock", Project No. Gen 20-1, In The Add Amount of \$5,106.00.
8. Consider And Vote On The Annual Contract Between United Safety & Claims, Inc. For Fiscal Year 2020-2021.
9. Consider And Vote On An Agreement With Clean Harbors Environmental Services, Inc. To Provide Collection And Disposal Services During The May 30, 2020 Household Hazardous Waste Event.

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

10. None

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

11. Mayor Nicholson encouraged all to endure and stay healthy.

****REPORTS****

- 12.. CITY MANAGER'S REPORT

City Manager Craig Stephenson let the public know that the Governor announced the reopening of the economy of the State in a three phase approach, Open Up and Recover Safely (OURS). Since then staff has been working on plans to open facilities that were closed due to the COVID-19 issue in mid/late March. The City closed the Library, Marland Mansion, Marland's Grand Home, RecPlex, and Senior Center. Staff is planning on the following proposals to reopen and will be modified as necessary pursuant to any direction received from state. Reminder, this is subject to change. Schedule is as follows:

The Library will have a soft re-opening beginning on Tuesday, May 5, 2020. The hours of operation will be 9:00 a.m. to 5:00 p.m. Tuesday through Saturday. Seating areas have been redone to promote social distancing. The extra chairs have been stored in the programming room which will be closed to the public. There will be push back and some early struggles for the staff as they work with the patrons, due to the reduced access points and specifically the computer lab reduction for social distancing.

The Marland Mansion and Marland's Grand Home plan to open up on Monday, May 4 2020 and follow guidelines from the CDC and State.

The overwhelming majority of Senior Center attendees find themselves in the category of being over the age of 65 or part of a vulnerable population. Under Oklahoma's *Open Up and Recover Safely* plan, this group has been advised to remain under the guidelines of the state's safer-at-home policy. As a result, staff recommends remaining closed to the public through Phases 1 and 2 of the OURS plan. During Phases 1 and 2 staff recommends implementing a drive-thru meal program, similar to those already implemented by several senior centers throughout the state, as a vital public service for their regular attendees.

The RecPlex in accordance with Phase 1 of the state of Oklahoma's, Open Up and Recover Safely (OURS), response to Covid-19, will re-open to the public May 4, 2020 at 5:00 a.m. Operating hours during Phase 1 will be, 5:00 a.m.-8:00 p.m. Monday-Friday, 8:00 a.m.-4:00 p.m. Saturday, and 8:00 a.m.-4:00 p.m. Sunday. The aquatics area of the facility will operate 6:00 a.m.-2:00 p.m. Monday-Friday, 10:00 a.m.-2:00 p.m. Saturday, and 10:00 a.m.-2:00 p.m. Sunday. Basketball courts, racquetball courts, fitness studios, steam rooms, dry sauna, hot tub, and Kidzone will remain closed. All sports activities and leagues including volleyball, basketball, and pickleball remain suspended, as well as special events and facility rentals. RecPlex staff will be instituting strict social distancing protocols and the following proactive measures to promote safe use of the facility.

Stephenson announced that the City of Ponca City and Phillips 66 will host a Household Hazardous Waste event on May 30, 2020 at the Phillips 66 parking lot on the corner of Pine Street and South Avenue. There have been informational bulletins mailed in the utility bills. The information is also posted on the City's website.

****NEW BUSINESS****

13. Consider And Vote Upon Awarding The Contract And Authorizing The Mayor To Execute The Necessary Documents For Marland's Grand Home Improvements Phase 2 To Mid-Continental Restoration Company, Inc., In The Amount Of \$118,788.00

Commissioner Taylor made the motion to approve the item as presented. Commissioner Chapman seconded.

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

14. Consider And Vote To Submit An Application For The Coronavirus Emergency Supplemental Funding Program And Execute Required Documents In Support Of Application In The Amount Of \$48,751.00

Commissioner Taylor made the motion to approve the item as presented. Commissioner Scott seconded.

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

15. ADJOURN

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

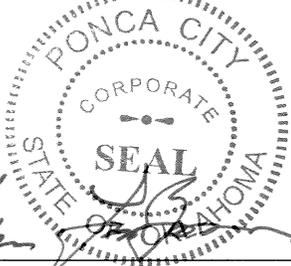
Roll: Yeas; Taylor, Chapman, Nicholson, Scott. Nays; None. Motion carried.

Mayor Nicholson adjourned the Board of Commissioners meeting at 5:52 p.m.

PASSED IN SESSION AND APPROVED THIS 11TH DAY OF MAY 2020.

ATTEST:

CITY CLERK



Henry Wehobas
MAYOR

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
April 27, 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 (In Person)
Lanita Chapman, Trustee (Teleconference)
Shasta Scott, Trustee (Teleconference)
Paul Taylor, Trustee (In Person)
Craig Stephenson, City Manager
John Andrew, Interim Trust Attorney
Marc LaBossiere, Secretary

Absent: Ryan Austin, Trustee

Others Present: Chris Henderson, Terry Brown, Jim Fairbanks, Tana McKinley, Kevin Jeffries, David Keathly, Jayne Detten, Rob Dick, Eric Newell, Dave Williams, Butch Herring, City Staff.

1. CALL TO ORDER

Mayor Homer Nicholson called the meeting to order at 5:52 p.m.

****CONSENT AGENDA****

The Board of Trustees found items #2 and #5 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 Scott seconded.

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

2. Consider And Vote Upon The Minutes Of The Ponca City Utility Authority Regular Session Held April 13, 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. 1097

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

4. Consider And Vote Upon Authorizing Chairman To Submit Monthly Operating Statement to OWRB.
5. Consider And Vote To Acknowledge Receipt Of Oklahoma Department Of Environmental Quality Construction Permit WL000036200202 For The Construction Of 450 Linear Feet Of 6-Inch PVC For The Public Safety Center Waterline Extension Project.

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

6. NONE

****NEW BUSINESS****

NONE

7. ADJOURN

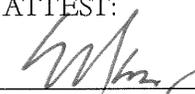
A motion to adjourn was made by Trustee Taylor and seconded by Trustee Chapman.

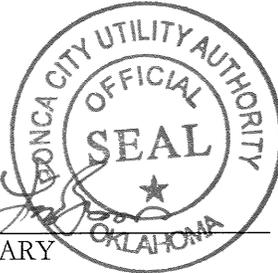
Roll: Yeas; Taylor, Chapman, Nicholson, Scott. Nays; None. Motion carried.

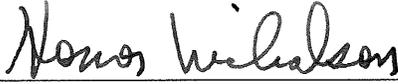
Mayor Nicholson adjourned the Ponca City Utility Authority meeting 5:54 p.m.

PASSED IN SESSION AND APPROVED THIS 11TH DAY of MAY 2020.

ATTEST:


TRUST SECRETARY




CHAIRMAN