

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
NOVEMBER 6, 2006

Pursuant to notice as required by law, the Ponca City Board of Commissioners met in regular (work) session at 2:30 p.m. in the Commission Chamber at City Hall, 516 E. Grand with Vice Mayor Krueger presiding:

Present: Paul Krueger, Vice Mayor
Wayne Foxworthy, Commissioner
Stan Paynter, Commissioner
Diane Anderson, Commissioner
Gary Martin, City Manager
Kevin Murphy, City Attorney
Marc LaBossiere, Finance Director/City Clerk

Absent: Richard Stone, Mayor

Others Present: Hong Fu, Phil Johnston, Craig Stephenson, Darwin Haney, Butch Herring, Chris Henderson, David Horinek, Dwaine Vincent, Mike Lane, Don Nuzum, Tana McKinley, City staff; Rhonda Skrapke, grants consultant; Homer Nicholson, Gerald Graham, citizens; Rolf Clements, Ponca City News.

1. Vice Mayor Krueger called the meeting to order at 2:30 p.m.

2. RECEIVE HONEYWELL PRESENTATION ON PERFORMANCE CONTRACTING SERVICES.

Environmental Services Director Hong Fu introduced the topic of performance contracting and introduced Jose Torres of Honeywell. Torres proceeded with a presentation on performance contracting, including an outline of what is provided for by State law and a general overview of the program. Commissioner Paynter left the meeting at 2:52 p.m.

Commissioner Foxworthy questioned the contract method of negotiated versus doing RFQ's. Torres explained that State law provides for selection of vendor by RFQ, or direct selection of a vendor and negotiate the contract. Discussion ensued. City Manager Gary Martin emphasized that for a system-wide study on mechanical efficiencies, as is being proposed, the City doesn't have the expertise in-house as Honeywell has on their staff. Martin also clarified that he would like to meet with management staff to discuss the program before going any further.

4. DISCUSS CURBSIDE RECYCLING.

Solid Waste Superintendent David Horinek began by discussing three basic types of curbside recycling programs. The first is known as single-stream, where each resident gets a large container, into which they place all kinds of acceptable recyclable materials. The container is rolled out and picked up once a week. Horinek explained that this method is easy for residents and easy to pickup, but with everything co-mingled, everything needs to be sorted at a facility, either manually, or with machine.

The second method is dual stream, where materials are separated into two categories and separate containers by residents. Horinek qualified that this is still fairly simple for residents, somewhat more difficult on the pickup side, and still requires a sorting center and is labor intensive there.

Horinek continued, explaining the third method called a bin system, where three or more containers are given to each resident, and they sort what goes into each one. Horinek stated that it is still a good system, but more complicated for residents as well as collectors who must sort as they pickup recyclables. This type of program requires less work at a recycling facility, where little sorting would be required.

Regarding facilities, Horinek explained that a recycling facility has three elements, including a staging area, processing area, and shipping area. Horinek qualified that the size facility needed depends on the type of curbside program offered. Commissioner Paynter returned at 3:20 p.m. Horinek then discussed personnel requirements that would be necessary for each type of program, as well as additional equipment.

Horinek then discussed other considerations, including educating the public so there is participation in the program, preparing residents on how to participate, determining the frequency of pickups, and charges. Discussions ensued on what other cities have done and are currently doing. Commissioners Foxworthy and Krueger both stated that such a program is important and that the City needs to seriously evaluate whether such a program is feasible.

3. RECEIVE UPDATE ON PONCA TRIBE OF OKLAHOMA COMMUNITY LIAISON PROGRAM. (ITEM TAKEN OUT OF ORDER)

Dwight Howe, Community Liaison of the Ponca Tribe, relayed recent history of having moved back from South Dakota to Ponca City to assume the position of liaison with the community. Howe explained that he will be attending community board meetings and sub-committees to keep up on what is happening that affects the Native American community. Howe relayed some statistics regarding education and a goal to represent Native American interests that are not being met at this time.

Howe emphasized that the Ponca Tribe wants to speak for itself, and one strategy is to create a speakers bureau to make presentations in the community. Other possibilities were then presented and discussion ensued. City Manager Gary Martin noted that he had given Howe a calendar of all City boards and commission meetings and had invited him attend meetings and be a part of the process.

5. DISCUSS AIRPORT LAND LEASE RATES.

Airport Advisory Board Chairman Homer Nicholson began a discussion of land leases of airport property, and current issues the board wishes to address to make lease rates equitable. Nicholson discussed the loss of revenue due to loss of the essential air service, and a feeling that the airport needs to maximize other revenue sources. Discussion ensued.

6. DISCUSS FUNDING OF REMAINING PROJECTS CONNECTED WITH THE PONCA CITY ENERGY HEADQUARTERS PROJECT AND FOR UPCOMING SYSTEM IMPROVEMENTS.

Ponca City Energy Director Phil Johnston began, outlining two distinctly different issues. First, Johnston reviewed three needed improvements that were not included in the new facilities contract with Rick Scott, including a highway median cross-over, an electric operated front gate, and a concrete apron for the truck barn. The estimated total for the three items is \$95,000 and Finance Director Marc LaBossiere recommended a supplemental appropriation from fund balance for facility completion.

Johnston then discussed the second item, a substation in the Osage service area. Johnston explained that due to the long lead time required in getting a substation transformer from order to delivery, he recommends getting it ordered as soon as possible. LaBossiere reminded the Commission that they had designated \$500,000 of fund balance for the project several years ago, and recommended appropriating those funds at this time as well as an additional \$475,000 to provide for engineering, land acquisition, and the balance of the substation transformer cost. Discussion ensued.

7. DISCUSS AMBULANCE BILLING SERVICES REQUEST FOR PROPOSALS.

Fire Chief Butch Herring informed the Commission that the current third party administrator (TPA) for ambulance billing has been servicing the City since 1989. Herring noted that the current contract expired in 2003, and it is his desire to do a “request for proposal” (RFP) to assure the City is getting value service in this area. Herring informed the Commission that he has had contact with six different providers over past six months, and evaluated their comments. Herring expressed a desire to have something in place by the first of the new year, but qualified that Finance has some budget concerns, dependant on RFP results. Discussion ensued.

8. RECEIVE TRAFFIC COMMISSION UPDATE.

Traffic Engineering Manager Mike Lane began by introducing Gerald Graham, Chairman of the Traffic Commission. Lane explained that the need for an advisory board was recognized long ago with the original board established in 1951, followed by revisions in 1963 and again in 1979, where the current Traffic Commission came into being. Lane qualified that the Traffic Commission is an advisory board to the City Commission and read from a list of duties listed in the City Code of Ordinances.

Lane elaborated on items that go to Traffic Commission where the board act as a buffer on citizen issues, including sign placements, speed limits, and a forum for citizens to voice opinions. Lane expressed a feeling that a big value in the Traffic Commission is that they are well trained and offer a good venue to hear citizen input. Lane noted that the Traffic Commission also oversees the street sales tax and that they meet on the third Friday of each month. Lane then named current members, and discussion ensued.

9. RECEIVE MARLAND ESTATE COMMISSION UPDATE.

Item removed from the agenda.

10. CITY MANAGER COMMENTS.

City Manager Gary Martin polled the Commission and announced there would not be a work session on Monday, November 20, 2006. Martin continued, informing the Commission that due to an early frost the City has begun leaf pickup, and that a press release is forthcoming. Martin relayed news that Assistant City Manager Craig Stephenson received notice from Larkin Aquatics that design work for Wentz Pool improvements will be completed in December and out for bid by the end of the year, to help assure that improvements are completed by mid-May for the season. Martin concluded, noting several staff will be gone during the next week to attend the Governor's Water Conference, an important matter in Oklahoma.

11. COMMENTS FROM MAYOR AND COMMISSIONERS.

Commissioner Foxworthy reminded all that the Veteran's Day Parade will be held the following Saturday at 11:00 a.m., and encouraged all to attend.

Commissioner Anderson relayed a citizen request for an agenda item at the next regular meeting, to discuss the sales tax election. As the election has been called for, and ballot written, no member of the Commission expressed a desire for the item to be on the agenda.

Commissioner Paul Krueger encouraged all citizens to vote the following day, for Election Day.

12. Mayor Stone adjourned the meeting at 4:27 p.m.

PASSED IN SESSION AND APPROVED THIS 27TH DAY OF NOVEMBER, 2006

ATTEST:

MAYOR

CITY CLERK