

MINUTES OF THE MEETING OF THE BOARD OF COMMISSIONERS
PONCA CITY, OKLAHOMA
JUNE 13, 2011

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 Paul Krueger presiding:

Present:

Paul Krueger, Vice-Mayor
Diane Anderson, Commissioner
Lanita Chapman, Commissioner
Craig Stephenson, City Manager
Kevin Murphy, City Attorney
Paulette Cross, Deputy City Clerk

Absent:

Homer Nicholson, Mayor
Bill Flegler, Commissioner
Marc LaBossiere, City Clerk/Finance Director

Others Present:

Don Bohon, Randy Tyner, Walt Klinger, Terry Brown, Chris Henderson, Jim Sindelar, Craige Baird, Butch Herring, City Employees; Dave Autry, Richard Stone, Rev. Larry Nigh, Paul Hadley, Shane Harland, Doyle Brewer, Donus & Janice Parker, and numerous other citizens; Beverly Bryant, Ponca City News.

1. Mayor Homer Nicholson called the meeting to order at 5:34 p.m.
2. Invocation – Pastor David Frees – St. Luke’s Church of the Nazarene
3. Pledge of Allegiance

****CEREMONIES AND PROCLAMATIONS****

None.

****CONSENT AGENDA****

The Board of Commissioners found items #5, #6, #7, #8, and #9 non-controversial and routine in nature. Commissioner Anderson made the motion to approve the consent agenda. Chapman seconded.

Roll: Yeas; Anderson, Chapman, and Krueger. Nays; None. Motion carried.

4. Consider and vote upon minutes of the Ponca City Board of Commissioners work session held May 2, 2011 and regular session held May 9, 2011, and work session held May 16, 2011.
5. **RESOLUTION NO. 5900**

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

6. **RESOLUTION NO. 5901**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF PONCA CITY, OKLAHOMA, AMENDING THE OPERATING BUDGETS OF VARIOUS FUNDS, AS OUTLINED ON AMENDMENT #7, FOR THE FISCAL YEAR 2010-11.

7.. **RESOLUTION NO. 5902**

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.

<u>BOARD OR COMMISSION</u>	<u>NAME</u>	<u>TERM</u>	<u>TERM EXPIRATION</u>
Board of Adjustment	Phil Bandy	Re-Appointed	2014
Cultural Affairs Commission	William Oldfield	Appointed	2014
Historic Preservation Advisory Panel	Timilyn Crank	Re-Appointed	2014
Historic Preservation Advisory Panel	Marcia Davis	Re-Appointed	2014
Park & Recreation Advisory Board	Timothy Rathbun	Appointed	2014
Park & Recreation Advisory Board	Wes Young	Appointed	2014
Personnel Board	Dennis Czaplinski	Appointed	2014
Planning Commission	Warren Frantz	Re-Appointed	2014
Traffic Commission	Rick Norris	Appointed	2014

- 8.. Consider and vote on issuing Western Enterprises, Inc. a permit to conduct a fireworks display at West Lake Ponca Dam on July 4, 2011 and authorizing the Mayor to execute a pyrotechnical production contract with Western Enterprises for the event in the amount of \$22,000.00.
- 9.. Consider and vote on write-off of ambulance accounts with delinquent balances to bad debt expense and transfer uncollectible to Collection Service Bureau of Stillwater, Oklahoma for additional collection efforts.

Commissioner Anderson had a question about some of the dates on the write-offs list. Anderson stated that looking at the documentation given to the Commissioners, the list showed that some of those on the list were received in March 2011, and wondered if we should not wait until 60 or 90 days have passed before writing off to bad debt expense and transferring them to the Collection Service Bureau of Stillwater, Oklahoma. Fire Chief Butch Herring explained that all of the accounts being sent for collection were accounts that have had no activity for at least 90 to 120 days prior to being written off to the Collection Service.

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

10. None.

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

11. None.

****REPORTS****

12. CITY MANAGER'S REPORT

City Manager Craig Stephenson advised that City pools would be opening on Monday, May 30, 2011, and informed every one of admission fees, and days of operation. Stephenson informed the Commissioners that City staff still trains for emergencies, and this week the City participated in a joint exercise with Conoco Phillips. Stephenson also advised that City staff is working on Nims 300 and Nims 400 training, which are federal requirements.

Stephenson thanked all the departments that helped with the grass sweep last Wednesday. Stephenson stated that 360 notices were sent out to residents on high grass and weeds. Stephenson further announced that Ponca Politics would be held this Friday, May 27, 2011 in the Commission Chamber

Stephenson concluded that Monday, May 30, 2011 was the fifth Monday and there would be no Commission meeting, and due to three Commissioners being unavailable on Monday, June 6, 2011 there would be no work session.

****PUBLIC HEARINGS****

None.

****UNFINISHED BUSINESS****

None.

****NEW BUSINESS****

13A.

ORDINANCE NO. 6140

AN ORDINANCE AMENDING TITLE 11, CHAPTER 12 OF THE CODE OF PONCA CITY, ENTITLED "SIGN REGULATIONS", PROVIDING FOR THE APPLICATION OF SPECIFIC USE STANDARDS REGARDING THE DISPLAY OF TEMPORARY OUTDOOR OFF PREMISES ADVERTISING SIGNS, REPEALING ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY.

Development Services Director Chris Henderson explained that this item is about an Ordinance that was approved on year ago on a temporary basis in an effort to manage the use and placement of off-premise temporary advertising signs. Henderson further explained that at that time an Ordinance was passed which was meant to be fair and equitable to all users. Henderson stated that there has been great cooperation with our local residents, but not out of tow users, but feels it is now appropriate to adopt this Ordinance permanently. Henderson concluded by saying that the Planning Commission approved the adoption of this Ordinance unanimously.

Commissioner Chapman made the motion to approve an Ordinance amending Title 11, Chapter 12 of the Code of Ponca City, entitled "Sign Regulations" providing for the application of specific use standards regarding the display of temporary outdoor off premises advertising signs, repealing ordinances in conflict; providing for severability and declaring an emergency. Anderson seconded.

Roll: Yeas; Chapman, Anderson, and Krueger. Nays; None. Motion carried.

13B. Consider and vote upon the Emergency Clause of the Ordinance.

City Manager Craig Stephenson informed the Commission that there were not enough

Commissioners present to pass an Emergency Clause; therefore, the Ordinance would take effect thirty days after publication.

16.

RESOLUTION NO. 5903

A RESOLUTION AMENDING THE CITY OF PONCA CITY'S HEALTH INSURANCE BENEFIT PLAN.

Human Resource Director Terry Brown explained that this Resolution is to amend the City of Ponca City's health benefit plan that is furnished to all City employees. Brown explained that the City is self-insured as far as medical insurance is concerned. Brown stated that over the years changes have been made to the plan as costs have increased, but in spite of these changes, the insurance fund is considerably low. Brown further added that last October the City invoked an insurance committee and asked City employees what their preferences were. Brown gave examples of some of the changes that will be implemented on July 1, 2011, those being employees fund 20%, extended waiting period for new employees, retirees that are Medicare eligible will not be offered insurance, etc.

Commissioner Anderson made the motion to amend the City of Ponca City's Health Insurance Benefit Plan. Chapman seconded.

Roll: Yeas; Anderson, Chapman, and Krueger. Nays; None. Motion carried.

****CITIZENS COMMENTS****

15. The following people appeared and expressed their approval for the YMCA's present Family Membership Policy of the Ponca City Aquatic and Family Center/YMCA: Richard Stone, 1409 Reveille; Dr. Larry Nigh, 15 Donner Place; Wendy Stobbe, 3621 Larkspur; J.D. Childress, 2105 John; Maureen Coats, 705 Greenbriar; Ted Naman, 1410 Reveille Drive; Darren Kirchenbauer, 4781 E. Prospect; Harold Wells, 2504 Hummingbird; Lorinda Hayes, 289 Hiawatha Drive; Becky Poet, 3210 Woodmont Drive; Sean Stanton, 1813 Richway Drive; Steve Vaughn, #1 Skinner Lane; Sylvia Crain, 7100 W. North Avenue; Jeremy Whiles, 1613 Blackard Lane; Elaine Hutchins, 1201 E. Broadway; Tristan Helm, 517 W. Otoe; Wayne Edwards, 2712 McKinley Place; Stacy Hobbs, 1505 Monument Rd.; and Michael Ridgway, 23 Longview Boulevard.

The following people appeared and expressed their disapproval of the present Family Membership Policy of the Ponca City Aquatic and Family Center/YMCA: Jesse Mannering, 1417 Reveille, Tim Dancey, 1504 N. Pecan Rd.; Deborah Greer, 1628 Donahoe; Brent Colle, 5 Ramblewood; and Karen Banta, 158 Whitworth.

16. Commissioner Anderson made the motion to adjourn the regular session of the Board of Commissioners. Chapman seconded.

Roll: Yeas; Anderson, Chapman, and Krueger. Nays; None. Motion carried.

Vice-Mayor Krueger adjourned the Board of Commissioners at 6:50 p.m.

PASSED IN SESSION AND APPROVED THIS 13TH DAY OF JUNE 2011.

MAYOR

ATTEST:

CLERK

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY UTILITY AUTHORITY
MAY 23, 2011

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 Paul Krueger presiding.

Present: Paul Krueger, Vice Chairman
Diane Anderson, Trustee
Lanita Chapman, Trustee
Craig Stephenson, City Manager
Kevin Murphy, City Attorney
Paulette Cross, Deputy City Clerk

Absent: Homer Nicholson, Chairman
Marc LaBossiere Finance Director/City Clerk
Bill Flegler, Trustee

Others Present: Beverly Bryant, Ponca City News

1. Vice-Chairman Paul Krueger called the meeting to order at 6:50 p.m.

****CONSENT AGENDA****

The Board of Trustees found items #2, #3, and #4 noncontroversial and routine in nature by the governing body and are approved by one motion.

Trustee Anderson made the motion to approve the consent agenda. Chapman seconded.

Roll: Yeas; Anderson, Chapman, and Krueger. Nays; None. Motion carried.

2. Consider and vote upon the minutes of the regular session held May 9, 2011.

3. **RESOLUTION NO. 793**

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.

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

5. None.

****NEW BUSINESS****

None.

7. Trustee Anderson moved to adjourn the Ponca City Utility Authority meeting at 6:55 p.m. Chapman seconded.

Roll: Yeas; Anderson, Chapman, and Krueger. Nays; None. Motion carried.

PASSED IN SESSION AND APPROVED THIS 13TH DAY OF JUNE 2011.

VICE-CHAIRMAN:

ATTEST:

TRUST SECRETARY