

**MINUTES OF A MEETING OF THE  
NEWCASTLE PUBLIC WORKS AUTHORITY  
(Opening Prayer & Flag Salute)**

**DATE:** March 12, 2018  
**TIME:** 6:00 P.M.  
**PLACE:** NEWCASTLE MULTI-PURPOSE CENTER  
705 NW 10<sup>TH</sup> STREET

**ITEM 1: CALL TO ORDER/ROLL CALL**

**PRESENT:** Chair Gene Reid  
Vice Chair Joe Covey  
Trustee Mike Fullerton  
Trustee Jimmy Gurley  
Trustee Karl Nail

**ABSENT:** None

**OTHERS PRESENT:** Kevin Self, Assistant General Manager; Scott Hannan, IT Director/Acting NPWA Secretary; Todd Kennemer, Community Development Director; Gordon Harness, Planning Commission Chair; Ted Haxel, City Attorney; Kenny Sullivan, P.E., City Engineer

**ITEM 2: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF THE AGENDA**

Motion was made by Joe Covey and seconded by Mike Fullerton to approve the agenda. Board polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

**ITEM 3: CITIZENS' COMMENTS**

None

**ITEM 4: CONSENT AGENDA**  
**A. Minutes: February 12, 2018; March 2, 2018**  
**B. Claims**  
**C. Transfer of Funds**  
**D. Appropriation of Funds**  
**E. Budget Amendments: #18-04**  
**F. Approval of Claims in excess of \$25,000.00**

Motion was made by Mike Fullerton and seconded by Karl Nail to approve the consent agenda. Board polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 5: DISCUSSION AND POSSIBLE ACTION ON ADJUSTMENT OF UTILITY ACCOUNTS:**  
**A. Account #04-1439-00 for service address of 201 SW 16<sup>th</sup> St. (Karen Stonebraker)**

No action was taken.

**B. Account #07-2228-01 for service address of 4724 Crystal Lakes Road (Theresa Holman)**

No action was taken.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF SUBMITTAL OF APPLICATIONS FOR PERMITS TO CONSTRUCT TOGETHER WITH PLANS AND SPECIFICATIONS TO ODEQ FOR WATERLINE AND SEWER LINE EXTENSIONS FOR WYNDEMERE PHASE I, WYNDEMERE PHASE II AND WYNDEMERE PHASE III AND FOR OFF-SITE WATERLINE EXTENSION FOR WYNDEMERE PHASE II**

Motion was made by Mike Fullerton and seconded by Karl Nail to approve Item 6. Board polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF REQUEST FOR EXTENSION OF TIME FROM ODEQ FOR PERMIT TO CONSTRUCT WATERLINE PROJECT IN THE ACRES**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve Item 7. Board polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, abstain; Gene Reid, yes. Motion carried.

**ITEM 8: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF CONTRACT WITH DOLESE BROS. CO. FOR PURCHASE OF REAL ESTATE IN THE VICINITY OF NORTHEAST 16<sup>TH</sup> AND PORTLAND AVENUE BEING PART OF THE NORTH HALF (N/2) OF THE NORTHEAST QUARTER (NE/4) OF SECTION 14, TOWNSHIP 9 NORTH, RANGE 4, W.I.M., McCLAIN COUNTY, OKLAHOMA, CONTAINING 69.36 ACRES, MORE OR LESS**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve proposed contract between the City/NPWA and Dolese Bros. Co. as presented by Ted Haxel under Item 8. Board polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

**ITEM 9: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF COST-OF-LIVING PAY ADJUSTMENT FOR ALL NEWCASTLE PUBLIC WORKS AND CITY EMPLOYEES WITH THE EXCEPTION OF POLICE AND FIRE UNION MEMBERS AND CITY TREASURER**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve a 3% cost of living pay adjustment, retroactive to January 1, 2018, for all Newcastle Public Works and City employees with the exception of police union and fire union members, the city treasurer, and the city manager. Board polled: Mike Fullerton, yes; Jimmy Gurley, abstain; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 10: TREASURER'S MONTHLY FINANCIAL REPORT**

None

**ITEM 11: ASSISTANT GENERAL MANAGER'S COMMENTS**

Kevin Self presented his comments.

**ITEM 12: TRUSTEES' COMMENTS**

Trustees' comments were presented.

**ITEM 13: ADJOURNMENT**

Motion was made by Joe Covey and seconded by Karl Nail to adjourn. The motion unanimously passed and the meeting was adjourned at 6:46 p.m.

Except for motions, the minutes only constitute an outline of discussion made by the Council/NPWA and legal advice by the City Attorney.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice Chair

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

**MINUTES OF A MEETING OF  
THE NEWCASTLE CITY COUNCIL**

**DATE:** March 12, 2018  
**TIME:** 6:00 P.M.  
**PLACE:** NEWCASTLE MULTI-PURPOSE CENTER  
705 NW 10<sup>TH</sup> STREET

**ITEM 1: CALL TO ORDER/ROLL CALL**

Gene Reid called the meeting to order at 6:47 p.m.

**PRESENT:** Mayor Gene Reid  
Vice Mayor Joe Covey  
Council Member Mike Fullerton  
Council Member Jimmy Gurley  
Council Member Karl Nail

**ABSENT:** None

**OTHERS PRESENT:** Kevin Self, Assistant City Manager; Scott Hannan, IT Director/Acting City Clerk; Todd Kennemer, Community Development Director; Gordon Harness, Planning Commission Chair; Ted Haxel, City Attorney; Kenny Sullivan, P.E., City Engineer

**ITEM 2: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF THE AGENDA**

Motion was made by Mike Fullerton and seconded by Karl Nail to approve the agenda as revised, calling Items 23, 24 and 25 of the City Council agenda immediately following Item 13 of the agenda. Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

**ITEM 3: CITIZENS' COMMENTS**

None

**ITEM 4: CONSENT AGENDA**

- A. Minutes: February 12, 2018; March 2, 2018**
- B. Claims**
- C. Transfer of Funds**
- D. Appropriation of Funds**
- E. Budget Amendments**
- F. Claims in excess of \$25,000.00**
- G. Non-waiver of Sales/Use Tax Penalties and Interest: GoPro Inc., \$13.00**

Motion was made by Mike Fullerton and seconded by Karl Nail to approve the consent agenda. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 5: DISCUSSION AND POSSIBLE ACTION ON PARTICIPATION IN OKLAHOMA MUNICIPAL ASSURANCE GROUP (OMAG) RECOGNITION PROGRAM AND PRESENTATION FROM OMAG RISK MANAGEMENT SERVICES**

Representatives from OMAG appeared and presented the OMAG Recognition Program and risk management services offered by OMAG. Motion was made by Joe Covey and seconded by Jimmy Gurley to approve Item 5. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 6: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR REZONING FROM E-2 (URBAN ESTATE RESIDENTIAL) TO C-C-2 (COMMUNITY COMMERCIAL DISTRICT) FOR SHIRLEY FLEMING LOCATED IN A PART OF THE NE/4 OF SECTION 10, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., MCCLAIN COUNTY, OKLAHOMA, AND FOR ADOPTION OF ORDINANCE NO. 807; PROPERTY LOCATION: 2321 N. CARR, NEWCASTLE, OK (R2018-002)**

Presentation of the recommendation of the Planning Commission was made by Gordon Harness and Todd Kennemer to approve the rezoning request under Item 6, with conditions as to the site screen fencing, upon development. Motion was made by Karl Nail and seconded by Mike Fullerton to approve the rezoning, with conditions as recommended by the Planning Commission, and adopt Ordinance No. 807. Council polled: Karl Nail, yes; Joe Covey, no; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 807**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve the emergency clause of Ordinance No. 807. Council polled: Joe Covey, no; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

**ITEM 8: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR REZONING FROM E-2 (URBAN ESTATE RESIDENTIAL) TO C-C-2 (COMMUNITY COMMERCIAL DISTRICT) FOR JAMES A. & LINDA ORTON LOCATED IN THE W/2 NE/4 NE/4 NE/4 OF SECTION 10, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., MCCLAIN COUNTY, OKLAHOMA, AND FOR ADOPTION OF ORDINANCE NO. 808; PROPERTY LOCATION: 2345 N. CARR, NEWCASTLE, OK (R2018-003)**

Presentation of the recommendation of the Planning Commission was made by Gordon Harness and Todd Kennemer to approve the rezoning request under Item 8, with conditions as to the site screen fencing, upon development. Motion was made by Karl Nail and seconded by Mike Fullerton to approve the rezoning, with conditions as recommended by the Planning Commission, and adopt Ordinance No. 808. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, no; Gene Reid, yes. Motion carried.

**ITEM 9: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 808**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve the emergency clause of Ordinance No. 808. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, no; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 10: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR REZONING FROM E-2 (URBAN ESTATE RESIDENTIAL)**

**TO C-C-2 (COMMUNITY COMMERCIAL DISTRICT) FOR HAL DANE & CHERYL D. BARBOUR LOCATED IN A PART OF THE NW/4 NE/4 NE/4 OF SECTION 10, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., MCCLAIN COUNTY, OKLAHOMA, AND FOR ADOPTION OF ORDINANCE NO. 809; PROPERTY LOCATION: 200 NW 24TH PLACE, NEWCASTLE, OK (R2018-004)**

Presentation of the recommendation of the Planning Commission was made by Gordon Harness and Todd Kennemer to approve the rezoning request under Item 10, with conditions as to the site screen fencing, upon development. Motion was made by Karl Nail and seconded by Mike Fullerton to approve the rezoning, with conditions as recommended by the Planning Commission, and adopt Ordinance No. 809. Council polled: Karl Nail, yes; Joe Covey, no; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**ITEM 11: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 809**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve the emergency clause of Ordinance No. 809. Council polled: Joe Covey, no; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

**ITEM 12: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION ON AN APPLICATION FOR REZONING FROM PUD (PLANNED UNIT DEVELOPMENT #692) TO PUD (PLANNED UNIT DEVELOPMENT) TO SERVE BRUSH CREEK EVENT CENTER) FOR TOM GILLIAM/NEW OWNER JOHN CRENSHAW LOCATED IN THE NW/4 OF SECTION 25, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., MCCLAIN COUNTY, OKLAHOMA, AND FOR ADOPTION OF ORDINANCE NO. 810; PROPERTY LOCATION: 1900 SE 16TH STREET, NEWCASTLE, OK (R2018-005)**

Presentation of the recommendation of the Planning Commission was made by Gordon Harness and Todd Kennemer for approval of revision to the PUD with wording changes as discussed, and to allow wedding and banquet venues. Motion was made by Joe Covey and seconded by Jimmy Gurley to approve the recommendation of the Planning Commission and adopt Ordinance No. 810. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 13: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 810**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve the emergency clause of Ordinance No. 810. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, no; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

(At this time Items 23, 24 and 25 were called.)

**ITEM 14: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF FINAL PLAT OF ARROWHEAD**

Presentation of the recommendation of the Planning Commission was made by Gordon Harness and Todd Kennemer for approval of the Final Plat of Arrowhead. Motion was made by Joe Covey and seconded by Karl Nail to approve the Final Plat of Arrowhead, with notes as indicated. Council polled: Karl Nail,

yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**ITEM 15: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF FINAL PLAT OF CHISHOLM TRAIL**

Presentation of the recommendation of the Planning Commission was made by Gordon Harness and Todd Kennemer for approval of the Final Plat of Chisholm Trail. Motion was made by Joe Covey and seconded by Jimmy Gurley to approve the Final Plat of Chisholm Trail, with notes as indicated. Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

**ITEM 16: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF ORDINANCE NO. 811, AMENDING REMINGTON RIDGE ADDITION PUD ORDINANCE NO. 534, REDUCING ACREAGE BY TEN ACRES**

Presentation of the recommendation of the Planning Commission was made by Gordon Harness and Todd Kennemer for approval of Item 16, amending the existing Remington Ridge PUD to conform to reduced acreage after approval of the Chisholm Trail rezoning. Motion was made by Karl Nail and seconded by Mike Fullerton to adopt Ordinance No. 811, reducing the acreage of the Remington Ridge PUD by ten (10) acres. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 17: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 811**

Motion was made by Karl Nail and seconded by Mike Fullerton to adopt the emergency clause of Ordinance No. 811. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 18: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF FINAL PLAT OF THE RIDGE, SECTION II**

No action was taken.

**ITEM 19: DISCUSSION AND POSSIBLE ACTION ON DEDICATION AND ACCEPTANCE OF EASEMENT FROM SOUTH CANADIAN LAND LLC**

No action was taken.

**ITEM 20: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF CONTRACT WITH DOLESE BROS. CO. FOR PURCHASE OF REAL ESTATE IN THE VICINITY OF NORTHEAST 16TH AND PORTLAND AVENUE BEING PART OF THE NORTH HALF (N/2) OF THE NORTHEAST QUARTER (NE/4) OF SECTION 14, TOWNSHIP 9 NORTH, RANGE 4, W.I.M., McCLAIN COUNTY, OKLAHOMA, CONTAINING 69.36 ACRES, MORE OR LESS**

Motion was made by Joe Covey and seconded by Karl Nail to approve contract under Item 20. Council polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**ITEM 21: DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF A COUNCIL MEMBER AS AN EX-OFFICIO MEMBER OF THE PARKS BOARD**

Motion was made by Jimmy Gurley and seconded by Mike Fullerton to appoint Gene Reid as ex-officio member of the Parks Board. Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

**ITEM 22: DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF MEMBER TO THE NEWCASTLE ECONOMIC DEVELOPMENT AUTHORITY**

Motion was made by Mike Fullerton and seconded by Jimmy Gurley to appoint Miranda Talaferro as a member of the NEDA. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 23: DISCUSSION AND POSSIBLE ACTION ON CREATION OF A “USE POLICY” FOR THE COMMUNITY STORM SHELTER**

Motion was made by Karl Nail and seconded by Joe Covey to approve the creation of a “use policy” for the Community Storm Shelter. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 24: DISCUSSION REGARDING PLANNING MEETING WITH THE NEWCASTLE PUBLIC SCHOOLS FOR THE DEVELOPMENT OF AN EMERGENCY RESPONSE PLAN**

General discussion was held.

**ITEM 25: DISCUSSION REGARDING POSSESSION OF MINIATURE GOATS WITHIN THE E-3, RESIDENTIAL ESTATE DISTRICT (SUBURBAN ESTATES II)**

General discussion was held.

**ITEM 26: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF COST-OF-LIVING PAY ADJUSTMENT FOR ALL NEWCASTLE PUBLIC WORKS AND CITY EMPLOYEES WITH THE EXCEPTION OF POLICE AND FIRE UNION MEMBERS AND CITY TREASURER**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve a 3% cost of living pay adjustment, retroactive to January 1, 2018, for all Newcastle Public Works and City employees with the exception of police union and fire union members, the city treasurer, and the city manager. Council polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, abstain; Gene Reid, yes. Motion carried.

**ITEM 27: ASSISTANT CITY MANAGER’S COMMENTS**

A handout was presented to the council members.

**ITEM 28: COUNCIL MEMBERS’ COMMENTS**

Council members’ comments were made.

**ITEM 29: A. DISCUSSION AND POSSIBLE ACTION ON ENTERING INTO AN**



**EXECUTIVE SESSION AS PERMITTED UNDER 25 O.S. 307 (B)(1)  
DISCUSSING THE EMPLOYMENT, HIRING, APPOINTMENT, PROMOTION,  
DEMOTION, DISCIPLINING OR RESIGNATION OF ANY INDIVIDUAL  
SALARIED PUBLIC OFFICER OR EMPLOYEE (CITY MANAGER)**

Motion was made by Mike Fullerton and seconded by Joe Covey to convene the meeting of the Newcastle City Council into executive session under Item 29 to include the City Attorney and City Council Members. Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes Gene Reid, yes. The motion carried and the Council convened into executive session at 10:18 p.m.

Motion was made at 10:39 p.m. by Joe Covey and seconded by Mike Fullerton to reconvene the open meeting of the Newcastle City Council. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**B. DISCUSSION AND POSSIBLE ACTION ON ANY ITEMS DISCUSSED IN  
EXECUTIVE SESSION**

Motion was made by Gene Reid not to renew city manager Nick Nazar's contract after its expiration on June 30, 2018 to include giving of notice and further give notice that the 8-month severance package commence March 1, 2018. Joe Covey seconded. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 30: ADJOURNMENT**

Motion was made by Joe Covey and seconded by Mike Fullerton to adjourn. The motion unanimously passed and the meeting was adjourned at 10:41 p.m.

Except for motions, the minutes only constitute an outline of discussion made by the Council/NPWA and legal advice by the City Attorney.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Vice Mayor

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member