

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

DATE: December 2, 2011
TIME: 3:00 p.m.
PLACE: NEWCASTLE MULTI-PURPOSE CENTER
705 NW 10TH
ITEM 1: CALL TO ORDER/ROLL CALL

Chairman Karl Nail called the meeting to order at 3:00 p.m.

PRESENT: Chairman Karl Nail
Vice Chairman Linda Molsbee
Trustee Cindy Frizzell
Trustee Wayne McDoulett (appearing following Item 6)
Trustee Chris Turner

OTHERS PRESENT: Nick Nazar, General Manager; Kevin Self, Assistant General Manager; Camille Dowers, NPWA Secretary; Sharon Ferguson, City Treasurer; Ian Crittenden, City Planner; Dinah Alizadeh, Administrative Assistant

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

Motion was made by Cindy Frizzell and seconded by Linda Molsbee to approve the agenda. Board polled: Linda Molsbee, yes; Cindy Frizzell, yes; Chris Turner, yes; Karl Nail, yes. Motion carried.

ITEM 3: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF LICENSE AND SERVICE AGREEMENT WITH UNITED SYSTEMS TECHNOLOGY, INC. (USTI) FOR CREDIT AND DEBIT CARD SERVICES AND SUPPORT, E-BILL AND ON-LINE PAYMENT PROGRAM AND SUPPORT, AND AUTHORIZATION TO PROCESS MUNICIPAL COURT COSTS, FEES, FINES, BONDS, UTILITY DEPOSITS AND ACCOUNT PAYMENTS FOR CREDIT AND DEBIT CARDS PRESENTED IN-PERSON, ON-LINE, OR BY TELEPHONE

Motion was made by Cindy Frizzell and seconded by Linda Molsbee to approve Item 3. Board polled: Cindy Frizzell, yes; Chris Turner, yes; Linda Molsbee, yes; Karl Nail, yes. Motion carried.

ITEM 4: DISCUSSION AND POSSIBLE ACTION ON SUBMITTING BOOSTER STATION REHABILITATION AND SCADA SYSTEM UPGRADE PROJECT TO ODEQ FOR REVIEW, AND IF NECESSARY, TO SUBMIT AN APPLICATION FOR PERMIT TO CONSTRUCT WITH REQUIRED FEES

Motion was made by Linda Molsbee and seconded by Chris Turner to approve Item 4. Board polled: Chris Turner, yes; Linda Molsbee, yes; Cindy Frizzell, yes; Karl Nail, yes. Motion carried.

ITEM 5: GENERAL MANAGER’S COMMENTS

General Manager Nick Nazar reported Wee Construction has begun work on the Oklahoma City side of the waterline. The anchors for the bore have been completed. City crews have been working on jobs at the school construction sites.

ITEM 6: TRUSTEES’ COMMENTS

Cindy Frizzell inquired whether water rationing had ended. Mayor Karl Nail stated he had just signed a proclamation ending water rationing.

(At this time Wayne McDoulett entered the meeting.)

ITEM 7: ADJOURNMENT

Motion was made by Linda Molsbee and seconded by Chris Turner to adjourn. The motion unanimously passed and the meeting was adjourned at 3:10 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.

Chairman

Vice Chairman

Trustee

Trustee

Trustee

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

DATE: December 2, 2011
TIME: 3:00 p.m.
PLACE: NEWCASTLE MULTI-PURPOSE CENTER
705 NW 10TH
ITEM 1: CALL TO ORDER/ROLL CALL

Mayor Karl Nail called the meeting to order at 3:11 p.m.

PRESENT: Mayor Karl Nail
Vice Mayor Linda Molsbee
Council Member Cindy Frizzell
Council Member Wayne McDoulett
Council Member Chris Turner

ABSENT: None

OTHERS PRESENT: Nick Nazar, City Manager; Kevin Self, Assistant City Manager; Camille Dowers, City Clerk; Sharon Ferguson, City Treasurer; Ian Crittenden, City Planner; Dinah Alizadeh, Administrative Assistant

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

Motion was made by Cindy Frizzell and seconded by Linda Molsbee to approve the agenda. Council polled: Linda Molsbee, yes; Cindy Frizzell, yes; Wayne McDoulett, yes; Chris Turner, yes; Karl Nail, yes. Motion carried.

ITEM 3: DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OR DENIAL
OF TORT CLAIM OF DAN GALLAGHER, JR.

Motion was made by Chris Turner and seconded by Cindy Frizzell to approve Item 3 in the amount of \$225.00 for tort claim filed with the City Clerk on November 21, 2011. Council polled: Cindy Frizzell, yes; Wayne McDoulett, yes; Chris Turner, yes; Linda Molsbee, yes; Karl Nail, yes. Motion carried.

ITEM 4: DISCUSSION AND POSSIBLE ACTION ON NONEXCLUSIVE LICENSE
AGREEMENT WITH THE TUTTLE PUBLIC WORKS AUTHORITY
REGARDING EXISTING NATURAL GAS UTILITY LINES AND
EXTENSION OF NATURAL GAS UTILITY LINES INTO THE SPRING
CREEK ADDITION IN THE CITY OF NEWCASTLE

Motion was made by Cindy Frizzell and seconded by Linda Molsbee to approve Item 4. Council polled: Wayne McDoulett, yes; Chris Turner, yes; Linda Molsbee, yes; Cindy Frizzell, yes; Karl Nail, yes. Motion carried.

ITEM 5: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF LICENSE AND SERVICE AGREEMENT WITH UNITED SYSTEMS TECHNOLOGY, INC. (USTI) FOR CREDIT AND DEBIT CARD SERVICES AND SUPPORT, E-BILL AND ON-LINE PAYMENT PROGRAM AND SUPPORT, AND AUTHORIZATION TO PROCESS MUNICIPAL COURT COSTS, FEES, FINES, BONDS, UTILITY DEPOSITS AND ACCOUNT PAYMENTS FOR CREDIT AND DEBIT CARDS PRESENTED IN-PERSON, ON-LINE, OR BY TELEPHONE

Motion was made by Linda Molsbee and seconded by Chris Turner to approve Item 5. Council polled: Chris Turner, yes; Linda Molsbee, yes; Cindy Frizzell, yes; Wayne McDoulett, yes; Karl Nail, yes. Motion carried.

ITEM 6: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF MODIFICATIONS TO STREET DEPARTMENT PAVING PLAN TO INCLUDE CUL-DE-SAC ON FLEENOR LANE

Motion was made by Linda Molsbee and seconded by Chris Turner to approve Item 6. Council polled: Linda Molsbee, yes; Cindy Frizzell, yes; Wayne McDoulett, yes; Chris Turner, yes; Karl Nail, yes. Motion carried.

ITEM 7: DISCUSSION AND POSSIBLE ACTION ON DEDICATION AND ACCEPTANCE OF STREET AND UTILITY EASEMENT FROM LARRY DUNAGON AND PAULA K. DUNAGON LOCATED AT THE SOUTHWEST CORNER OF THE INTERSECTION OF NORTHEAST 34TH STREET AND PORTLAND AVENUE, BEING PART OF THE S ½ OF THE SE ¼ OF SECTION 35-9N-4 W.I.M., McCLAIN COUNTY, OKLAHOMA

Motion was made by Linda Molsbee and seconded by Chris Turner to approve Item 7, as amended authorizing payment in the amount of \$1,000.00 to Larry Dunagan and Paula K. Dunagan (corrected as to spelling of name). Council polled: Cindy Frizzell, yes; Wayne McDoulett, yes; Chris Turner, yes; Linda Molsbee, yes; Karl Nail, yes. Motion carried.

ITEM 8: DISCUSSION AND POSSIBLE ACTION ON SUBMITTING BOOSTER STATION REHABILITATION AND SCADA SYSTEM UPGRADE PROJECT TO ODEQ FOR REVIEW, AND IF NECESSARY, TO SUBMIT AN APPLICATION FOR PERMIT TO CONSTRUCT WITH REQUIRED FEES

Motion was made by Linda Molsbee and seconded by Wayne McDoulett to approve Item 8. Council polled: Wayne McDoulett, yes; Chris Turner, yes; Linda Molsbee, yes; Cindy Frizzell, yes; Karl Nail, yes. Motion carried.

ITEM 9: CITY MANAGER'S COMMENTS

City Manager Nick Nazar reported the street crews are paving Del Rex Drive and completion is expected within two weeks. The police station parking lot will also be paved. Paving on 2nd St., including curb, adjacent to the bank property, the cul-de-sac on Fleenor Lane, and finishing Portland Ave., will conclude the paving plan by the end of January. Negotiations are continuing with the school and the Fair Board regarding easements for 4th Street. Mr. Nazar also reported on

the design for the Safe Routes to Schools project and the new crossing controls at 10th St. and Main.

ITEM 10: COUNCIL MEMBERS' COMMENTS

Council member Chris Turner inquired about the orange cone marking near a drainage ditch in Bradford Place. Cindy Frizzell inquired about a marked location on SW 24th St. near Rockwell.

ITEM 11: ADJOURNMENT

Motion was made by Linda Molsbee and seconded by Chris Turner to adjourn. The motion unanimously passed and the meeting was adjourned at 4:15 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