

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

DATE: August 14, 2017
TIME: 6:00 P.M.
PLACE: NEWCASTLE MULTI-PURPOSE CENTER
705 NW 10TH STREET

ITEM 1: CALL TO ORDER/ROLL CALL

Gene Reid called the meeting to order at 6:00 p.m.

PRESENT: Chair Gene Reid
Trustee Mike Fullerton
Trustee Jimmy Gurley
Trustee Karl Nail

ABSENT: Vice Chair Joe Covey

OTHERS PRESENT: Kevin Self, Assistant General Manager; Camille Dowers, NPWA Secretary; Dinah Alizadeh, Executive Administrative Assistant; Rebecca Blaine, Community Development Director; Gordon Harness; Planning Commission Chair; Kenny Sullivan, P.E., City Engineer; Ted Haxel, City Attorney; Gary Norman, Police Chief

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

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

ITEM 3: CITIZENS' COMMENTS

None

ITEM 4: RECOGNITION OF LT. KEITH CLEGHORN FOR SERVICE TO THE CITY OF NEWCASTLE AND THE NEWCASTLE POLICE DEPARTMENT

Keith Cleghorn and his wife, Terry, were present. He received a plaque presented by Mayor Gene Reid in appreciation for 14 years of service. Chief of Police Gary Norman also spoke and expressed appreciation for Lt. Cleghorn's long service to the force.

ITEM 5: DISCUSSION AND POSSIBLE ACTION ON ADJUSTMENT OF UTILITY ACCOUNT #03-1541-00 FOR SERVICE ADDRESS OF 2009 SW 7TH STREET (AMMY DILBECK)

No action was taken.

ITEM 6: CONSENT AGENDA
A. Minutes: July 10, 2017
July 24, 2017
B. Claims

- C. Transfer of Funds**
- D. Appropriation of Funds**
- E. Budget Amendments**
- F. Approval of Claims in excess of \$25,000.00**
- G. Approval of Contracts**

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

ITEM 7: TREASURER’S MONTHLY FINANCIAL REPORT

The monthly treasurer’s report was deferred to the City Council meeting.

ITEM 8: ASSISTANT GENERAL MANAGER’S COMMENTS

Kevin Self reported on a water main break at Markham Drive and Country Club Road occurring Thursday, with crews working through the night making repairs during a thunderstorm with lightening. It was resolved around 10:30 a.m. the next morning. Residents in The Oaks were without water for a period of time. Crews are watching the line on Portland between SE 24th and SE 32nd where the new road was put in to see if there is a potential leak or whether the road was washed out by the rains. It has been temporarily repaired with gravel.

ITEM 9: GENERAL MANAGER’S COMMENTS

None

ITEM 10: TRUSTEES’ COMMENTS

None

ITEM 11: ADJOURNMENT

Motion was made by Mike Fullerton and seconded by Karl Nail to adjourn. The motion passed unanimously and the meeting was adjourned at 6:09 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

(Preceding the August 14, 2017 City Council meeting Mayor Gene Reid acknowledged Council Member Karl Nail for his service to the city, having served as Mayor of the City of Newcastle for ten years. A wooden plaque bearing an attached silver gavel with words of appreciation from the City was presented by Gene Reid to Karl Nail.)

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

DATE: August 14, 2017
TIME: 6:00 P.M.
PLACE: NEWCASTLE MULTI-PURPOSE CENTER
705 NW 10TH STREET

ITEM 1: CALL TO ORDER/ROLL CALL

Gene Reid called the meeting to order at 6:11 p.m.

PRESENT: Mayor Gene Reid
Vice Mayor Joe Covey (arriving at 6:22 p.m.)
Council Member Mike Fullerton
Council Member Jimmy Gurley
Council Member Karl Nail

ABSENT: None

OTHERS PRESENT: Kevin Self, Assistant City Manager; Camille Dowers, City Clerk; Kimberly Coffman, City Treasurer; Dinah Alizadeh, Executive Administrative Assistant; Rebecca Blaine, Community Development Director; Gordon Harness; Planning Commission Chair; Kenny Sullivan, P.E., City Engineer; Ted Haxel, City Attorney

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. Council polled: 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: July 10, 2017
July 24, 2017**
- B. Claims**
- C. Transfer of Funds**
- D. Appropriation of Funds**
- E. Budget Amendments**
- F. Approval of Claims in excess of \$25,000.00**
- G. Approval of Contracts:**
 - i. School Resource Officer Mutual Cooperation Agreement**
 - ii. McClain County and City of Newcastle Interlocal Agreements (3)**
 - iii. Jail Services Agreement with McClain County**

- iv. **Interlocal Agreement with the Newcastle Chamber of Commerce**
- v. **HBC Engagement Letter for audit services for FYE 2017**
- vi. **Crafton, Tull & Associates, Inc. for design services of roadway near NW 16th St. and Country Club Road**
- vii. **BMI Leasing, Ltd., for lease of City Hall copier**
- H. **Dedication and acceptance of Easement of the east 40 ft. of the E/2 SE/4 NE/4 NE/4 of Sec. 16-9N-4WIM, McClain County, Oklahoma (Jay W. Jeffries & Cheryl L. Jeffries)**
- I. **Approval of Resolution No. 2017-08 for establishment of 9-1-1 Emergency Fee at 3% for the 2018 Calendar Year**
- J. **Denial of Tort Claims Tyler Drivere and Sarah Flatt, 1741 Cottonwood Lane, Newcastle, OK for loss occurring 7/14/2017**
- K. **Surplus Property: 1979 Ward (LaFrance Engine 4) VIN #801606**
- L. **Non-waiver of Sales/Use Tax Penalties and Interest:
Approximate amount of \$31.00 from MWI Veterinary Supply Co.**

Motion was made by Jimmy Gurley and seconded by Gene Reid to remove Item 4(H) from the consent agenda and for it to be called under Item 6. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

Motion was made by Mike Fullerton and seconded by Karl Nail to approve the consent agenda with the exception of Item 4(H). Council polled: Karl Nail, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

ITEM 5: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF DEVIATION FROM FAÇADE REQUIREMENTS FOR BOB BARTLEY ELECTRIC, 3305 SE 44TH STREET, NEWCASTLE, OKLAHOMA, AS DESCRIBED IN THE NEWCASTLE CODE OF ORDINANCES, SECTION 154.081(B)—EXTERIOR COMMERCIAL AND INDUSTRIAL BUILDING REQUIREMENTS IN COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS

(Joe Covey arrived at this time and all council members were present.)

Gordon Harness presented the recommendation of the Planning Commission for approval of deviation from façade requirements under Item 5. Appearances were made by Donna Clark, President of Bob Bartley Electric, Mickey Hines, general contractor and Bobby Jones, sales manager. A color and design board exhibit was presented and information packets were distributed to the council members. She stated the business will become “Bartley Industries”. Motion was made by Jimmy Gurley and seconded by Mike Fullerton to approve Item 5. Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

ITEM 6: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF REZONING APPLICATION OF JAY W. AND CHERYL JEFFRIES FROM A (AGRICULTURE) TO E-2 (URBAN ESTATE RESIDENTIAL) LOCATED IN THE E/2 SE/4 NE/4 NE/4 OF SECTION 16, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., McCLAIN COUNTY, OKLAHOMA AND FOR ADOPTION OF ORDINANCE NO. 789. PROPERTY LOCATION: 1317 N. COUNTRY CLUB, NEWCASTLE, OKLAHOMA (R2017-009)

Gene Reid announced that Item 4(H) would be considered in conjunction with Item 6. Gordon Harness presented the recommendation of the Planning Commission to approve Item 6. The grant of a 50 ft.

easement along Country Club Road was discussed. Motion was made by Gene Reid and seconded by Mike Fullerton to approve the recommendation of the Planning Commission under Item 6 for rezoning subject, however, to a grant of a 50 ft. easement along the east side of the property, and to adopt Ordinance No. 789. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

ITEM 7: DISCUSSION AND POSSIBLE ACTION ON EMERGENCY CLAUSE OF ORDINANCE NO. 789

No action was taken.

ITEM 8: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF REZONING APPLICATION OF THE TERRI L. FOX REVOCABLE TRUST, TERRI L. FOX, TRUSTEE; JANET K. FOX TUCKER; AND THE OKLAHOMA DEPARTMENT OF TRANSPORTATION FROM E-3 (RESIDENTIAL ESTATE)/ A (AGRICULTURE) TO R-F-1 (SINGLE FAMILY RESIDENTIAL) LOCATED IN THE NE/4 AND THE NW/4 OF SECTION 23, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., McCLAIN COUNTY, OKLAHOMA. PROPERTY LOCATION: SE CORNER OF EAST FOX LANE AND HIGHWAY 62 (MAIN STREET), NEWCASTLE, OKLAHOMA (R2017-010) (continued by Planning Commission)

No action was taken.

(Kim Coffman arrived at 6:59 p.m.)

ITEM 9: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF REZONING APPLICATION OF PATTI S. MANESS FROM R-F-1 (SINGLE FAMILY RESIDENTIAL) TO C-C-2 (COMMUNITY COMMERCIAL) LOCATED IN THE S/2 SE/4 NE/4 OF SECTION 10, TOWNSHIP 9 NORTH, RANGE 4 WEST, I.M., McCLAIN COUNTY, OKLAHOMA AND FOR ADOPTION OF ORDINANCE NO. 790. PROPERTY LOCATION: 2000 N. MAIN STREET, NEWCASTLE, OKLAHOMA (R2017-011)

Gordon Harness presented the recommendation of the Planning Commission to approve the rezoning application under Item 9 and stated no opposition was made to the Planning Commission. Patti Maness appeared reported that the front of the tract was rezoned commercial at one time, with a lot split, and the back of the tract was left as agricultural with lower property taxes. Motion was made by Mike Fullerton and seconded by Jimmy Gurley to approve the recommendation of the Planning Commission and adopt Ordinance No. 790. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

ITEM 10: DISCUSSION AND POSSIBLE ACTION ON EMERGENCY CLAUSE OF ORDINANCE NO. 790

Motion was made by Mike Fullerton and seconded by Karl Nail to adopt the emergency clause of Ordinance No. 790. 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 APPROVAL OF PRELIMINARY PLAT OF THE RIDGE, SECTION II

Gordon Harness presented the recommendation of the Planning Commission to approve the preliminary plat for The Ridge, Section II. Joe Covey noted the detention ponds were shown on the plat to be on residential lots, thereby reducing buildable area, but were nevertheless included in the lot sizes. Motion was made by Mike Fullerton and seconded by Joe Covey to deny Item 11 and return the plat to Planning Commission for further review. Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

ITEM 12: DISCUSSION AND POSSIBLE ACTION REGARDING SOLID WASTE SERVICES

Written proposals from Republic Waste Services were given to the council. No action was taken.

ITEM 13: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF STREET PROJECT FOR ONE MILE OF ASPHALT OVERLAY ON NW 24TH STREET BETWEEN COUNTRY CLUB ROAD AND ROCKWELL AVENUE

Kevin Self stated this roadway was laid 4-5 years ago. It has not ever been chip-sealed and there is sinking occurring in the asphalt. Motion was made by Mike Fullerton and seconded by Jimmy Gurley to approve Item 13 as well as looking at removing the old WPA headwalls and extending the radius. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

ITEM 14: DISCUSSION AND POSSIBLE ACTION ON AMENDING THE NEWCASTLE CITY CODE TITLE III, CHAPTER 32, SECTION 32.20 REGARDING APPOINTMENT OF CITY ATTORNEY

No action was taken.

ITEM 15: ASSISTANT CITY MANAGER'S COMMENTS

None

ITEM 16: CITY MANAGER'S COMMENTS

None

ITEM 17: COUNCIL MEMBERS' COMMENTS

Mike Fullerton requested inquiry be made to Oklahoma Turnpike Authority and an agenda item be placed on the next agenda regarding the repairs to the west frontage road along H.E. Bailey between NW 24th and NW 32nd for damages caused by road construction.

Gene Reid encouraged Kim Coffman to communicate more freely with the council members by email. The monthly treasurer's report was presented at this time.

ITEM 18: EXECUTIVE SESSION:

- 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’S EVALUATION)**

Motion was made by Mike Fullerton and seconded by Joe Covey to convene the meeting of the Newcastle City Council into executive session to include the City Attorney and City Council Members. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried. After a short recess the council convened into executive session at 8:10 p.m.

Motion was made by Gene Reid and seconded by Joe Covey to reconvene the open meeting of the Newcastle City Council. Council polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried and open session of the meeting of the Newcastle City Council was reconvened at 9:01 p.m.

B. DISCUSSION AND POSSIBLE ACTION ON ENTERING INTO AN EXECUTIVE SESSION AS PERMITTED UNDER 25 O.S. SECTION 307(B)(2) DISCUSSING NEGOTIATIONS CONCERNING EMPLOYEES AND REPRESENTATIVES OF EMPLOYEE GROUPS (TWIN CITIES LODGE #135 AND IAFF LOCAL #3910)

No action was taken.

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

No action was taken.

ITEM 19: ADJOURNMENT

Motion was made by Mike Fullerton and seconded by Jimmy Gurley to adjourn. The motion passed unanimously and the meeting was adjourned at 9:02 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