

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

**DATE:** December 11, 2017  
**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 6:00 p.m.

**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; Dinah Alizadeh, Executive Administrative Assistant; Kim Coffman, City Treasurer; Todd Kennemer, Community Development Director; Ted Haxel, City Attorney; Kenny Sullivan, PE, Glenn Sullivan & Associates, 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: November 13, 2017  
December 4, 2017**
- B. Claims**
- C. Transfer of Funds**
- D. Appropriation of Funds**
- E. Budget Amendments**
- 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 ACCOUNT #07-4293-00 FOR SERVICE ADDRESS OF 4550 S. WESTERN AVENUE (JOSHUA AND TRACY O'NEAL)**

No action was taken.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION ON AMENDMENT TO CITY OF NEWCASTLE PERSONNEL MANUAL, SECTION 310, ADDING BEREAVEMENT LEAVE FOR AN EMPLOYEE'S "SON-IN-LAW" AND "DAUGHTER-IN-LAW"**

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 ADOPTION OF TEMPORARY LIGHT-DUTY POLICY, SECTION 106.1, TO THE CITY OF NEWCASTLE PERSONNEL MANUAL**

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

**ITEM 8: DISCUSSION AND POSSIBLE ACTION ON JOINT RESOLUTION OF THE CITY OF NEWCASTLE NO. 2017-13 AND THE NEWCASTLE PUBLIC WORKS AUTHORITY NO. 2017-03 FOR ADJUSTMENT OF SOLID WASTE REMOVAL FEES**

Motion was made by Karl Nail and seconded by Joe Covey to approve Item 8, effective January 1, 2018. 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 JOINT RESOLUTION OF THE CITY OF NEWCASTLE NO. 2017-14 AND THE NEWCASTLE PUBLIC WORKS AUTHORITY NO. 2017-04 FOR ADJUSTMENT OF WATER USER RATES**

Alternate water cost calculations and rate adjustment proposals were presented by Kenny Sullivan. Motion was made by Karl Nail and seconded by Mike Fullerton to approve Item 9 and adopt the proposed adjustment establishing a base rate of \$34.00 for the first 2,000 gallons of metered water, plus \$5.65/1,000 gallons over the first 2,000 gallons, effective January 1, 2018. Board polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 10: DISCUSSION AND POSSIBLE ACTION ON PROFESSIONAL SERVICES AGREEMENT WITH GLENN SULLIVAN & ASSOCIATES, INC. FOR ENGINEERING SERVICES FOR PREPARATION OF ENGINEERING REPORT, ENVIRONMENTAL INFORMATION DOCUMENT, AND SLUDGE MANAGEMENT PLAN FOR THE EXPANSION AND RELOCATION OF THE NEWCASTLE WASTEWATER TREATMENT FACILITY, INCLUDING COMPUTER MODELING AND SERVICES ASSOCIATED WITH RELOCATION OF THE EFFLUENT DISCHARGE POINT**

Appearance was made by City Engineer Kenny Sullivan. Jimmy Gurley inquired about the Fox Lane line extension approved within the last year and requested the City review other options for locations and possibly phasing the project beginning with existing property owned by the City. Karl Nail commented that the City should proceed with an Engineering Report to address these issues and suggested that the report include the potential for upgrading the existing plant. Kenny Sullivan said that would be an ODEQ requirement. Joe Covey recommended proceeding with the Engineering Report and approving the

contract with deletion of the 30-day warranty clause. Motion was made by Karl Nail and seconded by Mike Fullerton to approve Item 10. Board polled: Jimmy Gurley, no; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 11: DISCUSSION AND POSSIBLE ACTION REGARDING AGREEMENT FOR INSTALLATION OF PUBLIC SEWER TAP IN CONSIDERATION OF GRANT OF EASEMENT TO THE CITY OF NEWCASTLE AND THE NEWCASTLE PUBLIC WORKS AUTHORITY BY LOTTIE E. HENNING FOR PROPERTY NOW OWNED BY GREG HENNING**

Motion was made by Karl Nail and seconded by Joe Covey to approve Item 11. Board polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**ITEM 12: TREASURER'S MONTHLY FINANCIAL REPORT**

Kim Coffman presented the monthly Treasurer's report.

**ITEM 13: ASSISTANT GENERAL MANAGER'S COMMENTS**

The Assistant General Manager deferred his comments to the Assistant City Manager's comments on the City Council agenda.

**ITEM 14: TRUSTEES' COMMENTS**

None

**ITEM 15: ADJOURNMENT**

Motion was made by Mike Fullerton and seconded by Karl Nail to adjourn. The motion passed unanimously and the meeting was adjourned at 7:20 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.

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Chair

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

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

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

**DATE:** December 11, 2017  
**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 7:20 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; Dinah Alizadeh, Executive Administrative Assistant; Kim Coffman, City Treasurer; Todd Kennemer, Community Development Director; Ted Haxel, City Attorney; Kenny Sullivan, PE, Glenn Sullivan & Associates, 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. 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**

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

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 DRAINAGE STUDY OF GLENN SULLIVAN AND ASSOCIATES IN THE AREA OF HIGHWAY 9 AND SANTA FE AVENUE, DOWNSTREAM TO THE MOTORSPORTS COMPLEX**

Kenny Sullivan appeared and reported on the drainage problems. Mr. Sullivan will prepare an executive summary for presentation to the council. An owner of property in the area appeared and commented on safety issues presented. No action was taken.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION ON JOINT RESOLUTION OF THE CITY OF NEWCASTLE NO. 2017-13 AND THE NEWCASTLE PUBLIC WORKS AUTHORITY NO. 2017-03 FOR ADJUSTMENT OF SOLID WASTE REMOVAL FEES**

Motion was made by Mike Fullerton and seconded by Karl Nail to approve Item 6, effective January 1, 2018. Council 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 JOINT RESOLUTION OF THE CITY OF NEWCASTLE NO. 2017-14 AND THE NEWCASTLE PUBLIC WORKS AUTHORITY NO. 2017-04 FOR ADJUSTMENT OF WATER USER RATES**

Motion was made by Mike Fullerton and seconded by Karl Nail to approve Item 7 and adopt the proposed adjustment establishing a base rate of \$34.00 for the first 2,000 gallons of metered water, plus \$5.65/1,000 gallons over the first 2,000 gallons, effective January 1, 2018. Council polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**ITEM 8: DISCUSSION AND POSSIBLE ACTION REGARDING AGREEMENT FOR INSTALLATION OF PUBLIC SEWER TAP IN CONSIDERATION OF GRANT OF EASEMENT TO THE CITY OF NEWCASTLE AND THE NEWCASTLE PUBLIC WORKS AUTHORITY BY LOTTIE E. HENNING FOR PROPERTY NOW OWNED BY GREG HENNING**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve Item 8. Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

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Motion was made by Mike Fullerton and seconded by Joe Covey to approve Item 9. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 10: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF TEMPORARY LIGHT-DUTY POLICY, SECTION 106.1, TO THE CITY OF NEWCASTLE PERSONNEL MANUAL**

Motion was made by Mike Fullerton and seconded by Karl Nail to approve Item 10. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 11: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF 2015 INTERNATIONAL CODE COUNCIL (ICC) BUILDING CODES:**

- A. Proposed Ordinance No. 792 adopting the 2015 International Residential Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 792. Council polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**B. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 792**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 792. A voice vote was called and the motion unanimously passed.

**C. Proposed Ordinance No. 793 adopting the 2015 International Building Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 793. A voice vote was called and the motion unanimously passed.

**D. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 793**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 793. A voice vote was called and the motion unanimously passed.

**E. Proposed Ordinance No. 794 adopting the 2015 International Plumbing Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 794. A voice vote was called and the motion unanimously passed.

**F. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 794**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 794. A voice vote was called and the motion unanimously passed.

**G. Proposed Ordinance No. 795 adopting the 2015 International Mechanical Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 795. A voice vote was called and the motion unanimously passed.

**H. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 795**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 795. A voice vote was called and the motion unanimously passed.

**I. Proposed Ordinance No. 796 adopting the 2015 International Fuel Gas Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 796. A voice vote was called and the motion unanimously passed.

**J. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 796**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 796. A voice vote was called and the motion unanimously passed.

**K. Proposed Ordinance No. 797 adopting the 2015 International Fire Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 797. A voice vote was called and the motion unanimously passed.

**L. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 797**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 797. A voice vote was called and the motion unanimously passed.

**M. Proposed Ordinance No. 798 adopting the 2015 International Energy Conservation Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 798. A voice vote was called and the motion unanimously passed.

**N. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 798**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 798. A voice vote was called and the motion unanimously passed.

**O. Proposed Ordinance No. 799 adopting the 2015 International Property Maintenance Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 799. A voice vote was called and the motion unanimously passed.

**P. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 799**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 799. A voice vote was called and the motion unanimously passed.

**Q. Proposed Ordinance No. 800 adopting the 2015 International Existing Building Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 800. A voice vote was called and the motion unanimously passed.

**R. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 800**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 800. A voice vote was called and the motion unanimously passed.

**S. Proposed Ordinance No. 801 adopting the 2015 International Swimming Pool and Spa Code, as amended by the Oklahoma Uniform Building Code Commission**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 801. A voice vote was called and the motion unanimously passed.

**T. Discussion and possible action on adoption of Emergency Clause of Ordinance No. 801**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 801. A voice vote was called and the motion unanimously passed.

**ITEM 12: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF ORDINANCE NO. 802 ADOPTING THE 2014 EDITION OF THE NATIONAL ELECTRIC CODE, AS AMENDED BY THE OKLAHOMA UNIFORM BUILDING CODE COMMISSION**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt Ordinance No. 802. A voice vote was called and the motion unanimously passed.

**ITEM 13: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 802**

Motion was made by Joe Covey and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 802. A voice vote was called and the motion unanimously passed.

**ITEM 14: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION ON RECOMMENDATION OF PLANNING COMMISSION ON APPLICATION FOR REZONING OF MASON AND KRISTIE DUNN FROM "A" (AGRICULTURE) TO "E-1" (SUBURBAN ESTATES RESIDENTIAL DISTRICT) OF TRACT LOCATED IN SECTION 5, TOWNSHIP 8 NORTH, RANGE 3 WEST, I.M., McCLAIN COUNTY, OKLAHOMA; PROPERTY LOCATION: 3434 SE 32ND STREET, NEWCASTLE, OKLAHOMA (R2017-013) AND FOR ADOPTION OF ORDINANCE NO. 803**

Todd Kennemer presented the recommendation of the Planning Commission to approve Item 14. Motion was made by Joe Covey and seconded by Mike Fullerton to approve the recommendation of the Planning Commission, subject to correction of the legal description and subject to dedication of an additional easement to total 50 feet from the center of the adjoining section line, and for adoption of Ordinance No. 803. Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.



**ITEM 15: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 803**

Motion was made by Karl Nail and seconded by Mike Fullerton to adopt the Emergency Clause of Ordinance No. 803. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, no; Gene Reid, yes. Motion carried.

**ITEM 16: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION ON RECOMMENDATION OF PLANNING COMMISSION ON APPLICATION FOR REZONING OF JAMES AND LINDA KILBY/REMINGTON DEVELOPMENT, LLC—PROPOSED BUYER, FROM “PUD” (PLANNED UNIT DEVELOPMENT ORD. NO. 534) AND “A” (AGRICULTURE) TO E-3 (RESIDENTIAL ESTATE DISTRICT) OF TRACT LOCATED IN THE N/2 SE/4 NE/4 OF SECTION 6, TOWNSHIP 8 NORTH, RANGE 3 WEST I.M., McCLAIN COUNTY, OKLAHOMA; PROPERTY LOCATION: SOUTH OF SE 32<sup>ND</sup> AND PENNSYLVANIA AVE., NEWCASTLE, OKLAHOMA (R2017-014) AND FOR ADOPTION OF ORDINANCE NO. 804**

Todd Kennemer presented the recommendation of the Planning Commission. Applicant Daniel Remington and Kendall Dillon, PE, of Crafton Tull appeared and addressed amending the PUD document to revise the legal description. He stated that copies have been submitted to Todd Kennemer. Motion was made by Joe Covey and seconded by Mike Fullerton to approve the recommendation of the Planning Commission and adopt Ordinance No. 804. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 17: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 804**

Motion was made by Mike Fullerton and seconded by Jimmy Gurley to adopt the Emergency Clause of Ordinance No. 804. Council polled: Karl Nail, yes; Joe Covey, no; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**ITEM 18: DISCUSSION AND POSSIBLE ACTION ON PLANNING COMMISSION RECOMMENDATION FOR APPROVAL OF PRELIMINARY PLAT OF CHISHOLM TRAIL**

Todd Kennemer presented the Planning Commission recommendation. Motion was made by Joe Covey and seconded by Mike Fullerton to approve the preliminary plat of Chisholm Trail. Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

**ITEM 19: DISCUSSION AND POSSIBLE ACTION ON PLANNING COMMISSION RECOMMENDATION FOR APPROVAL OF PRELIMINARY PLAT OF ARROWHEAD**

Todd Kennemer presented the Planning Commission recommendation. Motion was made by Joe Covey and seconded by Mike Fullerton to approve the preliminary plat of Arrowhead. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 20: DISCUSSION AND POSSIBLE ACTION ON THE IMPLEMENTATION OF MANDATORY ADMINISTRATIVE AND TECHNOLOGICAL FEES TO BE**

**ASSESSED AS COSTS ON MUNICIPAL CITATIONS, EARMARKED FOR THE PURCHASE OR REPLACEMENT OF POLICE DISPATCH AND COURT EQUIPMENT ITEMS, COMMUNICATION ITEMS AND INFORMATION TECHNOLOGY ITEMS AND DIRECTING THE CITY ATTORNEY AND CITY STAFF TO DRAFT A RESOLUTION (Tabled from 11/13/2017)**

Motion was made by Joe Covey and seconded by Mike Fullerton to table Item 20 to the January 8, 2018, meeting. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 21: DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2017-15 ESTABLISHING FEES FOR DRIVEWAY PERMITS**

Kevin Self requested approval of Resolution No. 2017-15 establishing a \$30.00 fee for driveway permits and inspections for each residential and commercial permit issued, effective January 1, 2018. Motion was made by Joe Covey and seconded by Mike Fullerton to approve Item 21. Council polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**ITEM 22: DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2017-16 FOR APPROVAL OF ASSIGNMENT OF STREET NAME OF "COAL CREEK ROAD" TO AN EXISTING UN-NAMED STREET IN SECTION 8, TOWNSHIP 9 NORTH, RANGE 4, WEST OF THE I.M., CITY OF NEWCASTLE, McCLAIN COUNTY, OKLAHOMA; STREET LOCATION: EXTENDING SOUTH OF NW 24<sup>TH</sup> ST., ½ MILE EAST OF SH-76**

Motion was made by Joe Covey and seconded by Mike Fullerton to approve Resolution No. 2017-16 under Item 22 to name the existing private road "Coal Creek Road". Council polled: Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Gene Reid, yes. Motion carried.

**ITEM 23: DISCUSSION AND POSSIBLE ACTION TO CONFIRM APPOINTMENT BY THE MAYOR OF MEMBER(S) TO THE LOCAL PLANNING AND ADVISORY COMMITTEE (LPAC)**

- **Thadga Giles**

The spelling of Thadga Giles was corrected to Thaja Giles. Motion was made by Joe Covey and seconded by Mike Fullerton to approve Item 23 for the appointment of Thaja Giles to serve on the LPAC. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

Gene Reid requested that Item 26 be called at this time, returning to Item 24 and Item 25 following executive session. There was no objection and Item 26 was called.

**ITEM 24: ASSISTANT CITY MANAGER'S COMMENTS**

Kevin Self reported the Christmas Tree Lighting was cancelled due to cold weather. He has spoken with the Chamber of Commerce about a possible Christmas parade for next Christmas. He extended an invitation to the council members for the employee Christmas luncheon on Wednesday from 12:00 p.m. to 2:00 p.m.

He further commented that he spoke with engineer Phil Hagen of Crafton Tull regarding the solid rock

hill which the City is attempting to cut for the Wyndemere development and whether plans could be changed for the street. He reported that Mr. Hagen said the hill will have to be cut but there is a potential for the dirt contractor for the developer to help the City with the hill. He stated there is a meeting scheduled for tomorrow regarding the dirt contractor to help at no expense to the City. If an agreement is unable to be reached, better equipment needs to be obtained by the City and he recommended a B8 dozer. Equipment rental cost estimates are approximately \$9,000 per week and about two weeks would be required to complete the job.

He also commented he met with Blake Callaham from Pioneer about high-speed internet in the City. Pioneer will begin an overbuild with fiber-optic in January 2018 with ongoing improvements in different locations around the City. Pricing will be 20%-50% less, beginning January 1, 2018, with substantial savings for businesses. A customer relations specialist is being hired by Pioneer to attend council meetings and school board meetings, and for other customer service issues and representation for Pioneer.

**ITEM 25: COUNCIL MEMBERS' COMMENTS**

Mike Fullerton commented on a resident on NW 22<sup>nd</sup> St. in the R-3 zoning district who was called upon about violations for keeping three goats as show animals for their children.

**ITEM 26: 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 TREASURER)**

Motion was made by Karl Nail and seconded by Mike Fullerton to convene the meeting of the Newcastle City Council into executive session to include the Assistant City Manager, City Attorney and the City Treasurer, if called. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. The motion carried and the Council convened into executive session at after a 5-minute recess.

Motion was made, seconded and unanimously passed to reconvene the open meeting of the Newcastle City Council.

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

Motion was made by Gene Reid and seconded by Mike Fullerton to accept the resignation of Kim Coffman effective 12/31/2018 with an agreement to pay her as contract labor at \$50.00 per hour with a targeted usage of 50 hours per month to enable the City to "bridge over" to a new City Treasurer. Council polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes.

**ITEM 27: ADJOURNMENT**

Motion was made by Joe Covey and seconded by Karl Nail to adjourn. The motion passed unanimously and the meeting was adjourned at 9:28 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.

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Mayor

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Vice Mayor

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Council Member

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Council Member

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Council Member