

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

**DATE:** January 8, 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 6:00 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; Camille Dowers, NPWA Secretary/City Clerk; Todd Kennemer, Community Development Director; Ted Haxel, City Attorney; Kenny Sullivan, PE, Glenn Sullivan & Associates, City Engineer; Gordon Harness, Planning Commission Chair

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

Motion was made by Mike Fullerton and seconded by Jimmy Gurley 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**

David Howard representing Sherwood Baptist Church, 3333 NW 32<sup>nd</sup> St., appeared regarding a request for adjustment of the water bill at the parsonage due to an underground leak. He presented a statement for repairs and was advised it will appear on the next agenda for adjustment.

**ITEM 4: CONSENT AGENDA**  
**A. Minutes: December 11, 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 APPROVAL OF AGREEMENT WITH THRU-TUBING SOLUTIONS, INC. FOR JOINT SEWER PROJECT AT 2000 N MAIN STREET**

Kevin Self stated the City plans to extend sewer line to the SE corner of the property. There is an agreement by

the City to contribute \$30,000, including engineering fees, to extend sewer line to the property. Motion was made by Gene Reid and seconded by Joe Covey for approval of Item 5 with correction of the address to 2001 N. Main Street. Board polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION ON PROFESSIONAL SERVICES AGREEMENT OF GLENN SULLIVAN & ASSOCIATES, INC. FOR ENGINEERING SERVICES ASSOCIATED WITH CONSTRUCTION OF AN 8-INCH GRAVITY SEWER FROM THE EXISTING SYSTEM AT THE POND CREEK LIFT STATION TO THE SOUTHEAST CORNER OF THE THRU-TUBING SITE LOCATED IN THE NE/4 OF SECTION 10, TOWNSHIP 9 NORTH, RANGE 4 WEST OF THE INDIAN MERIDIAN**

Kenny Sullivan stated the GSA warranty period runs 30 days past the one-year engineering services period. Motion was made by Mike Fullerton and seconded by Karl Nail to approve Item 6. Board polled: Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Jimmy Gurley, yes; Gene Reid, yes. Motion carried.

**ITEM 7: TREASURER’S MONTHLY FINANCIAL REPORT**

Kevin Self presented the Oklahoma Tax Commission tax report for the City of Newcastle.

**ITEM 8: ASSISTANT GENERAL MANAGER’S COMMENTS**

Kevin Self reported that Blanchard had a water main break that drained The Oaks tower. It took at least 24 hours to re-fill the tower. After Blanchard made repairs, they opened the valve to full capacity without Newcastle’s knowledge. Newcastle crews turned the valve back down to control water pressure.

**ITEM 9: TRUSTEES’ COMMENTS**

Mike Fullerton complimented the way the water crews handled the water issues with Blanchard.

**ITEM 10: ADJOURNMENT**

Motion was made by Mike Fullerton and seconded by Karl Nail to adjourn. The motion passed unanimously and the meeting was adjourned at 6:29 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:** January 8, 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 6:30 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 General Manager; Camille Dowers, City Clerk; Todd Kennemer, Community Development Director; Ted Haxel, City Attorney; Kenny Sullivan, PE, Glenn Sullivan & Associates, City Engineer; Gordon Harness, Planning Commission Chair

**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**

- A. Minutes: December 11, 2017**
- B. Claims**
- C. Transfer of Funds**
- D. Appropriation of Funds**
- E. Budget Amendments: #18-04**
- F. Claims in excess of \$25,000.00**
- G. Acknowledgment of ODEQ Permit No. WL000044170734 for 3001 l.f. of 6 in. and 345 l.f. of 8 in. waterline (Bradford Place VI); and ODEQ Permit No. SL000044170735 for 3190 l.f. of 8 in. sanitary sewer line (Bradford Place VI)**
- H. Dedication and acceptance of Easement from Mason and Kristie Dunn, part of Sec. 5-8N-3W, McClain Co., Oklahoma**

Joe Covey stated the signed easement had not been received under Item H from the Masons. Motion was made by Mike Fullerton and seconded by Joe Covey to approve Items 4(A) through 4(G) and removing Item 4(H) from the consent agenda. Council polled: Mike Fullerton, yes; Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Gene Reid, yes. Motion carried.

**ITEM 5: PUBLIC HEARING, DISCUSSION AND POSSIBLE ACTION ON PLANNING COMMISSION RECOMMENDATION FOR APPROVAL OF REZONING**

**APPLICATION OF WILLIAM WRIGHT & AMANDA WRIGHT REVOCABLE TRUST FOR TRACT LOCATED IN THE SE/4 OF SECTION 25, TOWNSHIP 9 NORTH, RANGE 4 WEST OF THE I.M., McCLAIN COUNTY, OKLAHOMA, FROM A (AGRICULTURE) TO E-1 (SUBURBAN ESTATE RESIDENTIAL DISTRICT) AND ADOPTION OF ORDINANCE NO. 805; PROPERTY LOCATION: 2125 SE 24<sup>TH</sup> STREET, NEWCASTLE, OKLAHOMA (R2017-015)**

Gordon Harness and Todd Kennemer presented the recommendation of the Planning Commission to approve the rezoning application and adopt Ordinance No. 805. Joe Covey commented that a total of 50 ft. of easement from the centerline of the adjoining section line would need to be obtained. Motion was made by Joe Covey and seconded by Karl Nail to approve Item 5 and adopt Ordinance No. 805. Council polled: Jimmy Gurley, yes; Karl Nail, yes; Joe Covey, yes; Mike Fullerton, yes; Gene Reid, yes. Motion carried.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 805**

Motion was made by Karl Nail and seconded by Mike Fullerton to approve Item 6. 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 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 12/11/2017)**

No action was taken.

**ITEM 8: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF ORDINANCE NO. 806 FOR THE ESTABLISHMENT OF TECHNOLOGICAL FEES AND ADMINISTRATIVE FEES TO BE ASSESSED AS ADDITIONAL COSTS ON MUNICIPAL CITATIONS WITH CERTAIN EXCEPTIONS FOR DISMISSALS WITHOUT COSTS, ADJUDICATIONS OF "NOT GUILTY" AND WAIVERS OF FEES BY THE COURT**

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.

**ITEM 9: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE OF ORDINANCE NO. 806**

Motion was made by Karl Nail and seconded by Mike Fullerton 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: ASSISTANT CITY MANAGER'S COMMENTS**

Kevin Self reported that positions are open at City Hall for cashier and City Treasurer. He also reported on negative media stories about the Bison Creek Boys Home and that meetings will be held with area and county law enforcement. He stated that Bison Creek Boys Home is not within the city limits of Newcastle.

**ITEM 11: COUNCIL MEMBERS COMMENTS**

Jimmy Gurley inquired about the North 24<sup>th</sup> Street striping at the new Love's Travel Stop. Joe Covey and Karl Nail requested striping near Braums. Karl Nail also stated that striping at the Senior Center needs to be re-done.

**ITEM 12: A. DISCUSSION AND POSSIBLE ACTION ON ENTERING INTO AN EXECUTIVE SESSION AS PERMITTED UNDER 25 O.S. 307(B)(3) DISCUSSING THE PURCHASE OR APPRAISAL OF REAL PROPERTY (NE 16<sup>TH</sup> & PORTLAND AVENUE)**

**B. DISCUSSION AND POSSIBLE ACTION ON ENTERING INTO AN EXECUTIVE SESSION AS PERMITTED UNDER 25 O.S. 307(B)(4) DISCUSSING CONFIDENTIAL COMMUNICATIONS BETWEEN A PUBLIC BODY AND ITS ATTORNEY CONCERNING A PENDING INVESTIGATION, CLAIM, OR ACTION IF THE PUBLIC BODY, WITH THE ADVICE OF ITS ATTORNEY, DETERMINES THAT DISCLOSURE WILL SERIOUSLY IMPAIR THE ABILITY OF THE PUBLIC BODY TO PROCESS THE CLAIM OR CONDUCT A PENDING INVESTIGATION, LITIGATION, OR PROCEEDING IN THE PUBLIC INTEREST (DEBBIE SCHAER VS. CITY OF NEWCASTLE)**

**C. DISCUSSION AND POSSIBLE ACTION ON ENTERING INTO AN EXECUTIVE SESSION AS PERMITTED UNDER 25 O.S. 307(B)(4) DISCUSSING CONFIDENTIAL COMMUNICATIONS BETWEEN A PUBLIC BODY AND ITS ATTORNEY CONCERNING A PENDING INVESTIGATION, CLAIM, OR ACTION IF THE PUBLIC BODY, WITH THE ADVICE OF ITS ATTORNEY, DETERMINES THAT DISCLOSURE WILL SERIOUSLY IMPAIR THE ABILITY OF THE PUBLIC BODY TO PROCESS THE CLAIM OR CONDUCT A PENDING INVESTIGATION, LITIGATION, OR PROCEEDING IN THE PUBLIC INTEREST (NEWCASTLE PUBLIC WORKS AUTHORITY VS. RIVER VIEW, L.L.C., INTERVENING PLAINTIFF, AND DARRELL STANDLEE CONSTRUCTION, LLC)**

**D. 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 Gene Reid and seconded by Mike Fullerton to convene the meeting of the Newcastle City Council into executive session to include the City Attorney, and the Assistant City Manager on Items 12(A)(B) and (C). 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 6:58 p.m.

Motion was made at 8:04 p.m. by Joe Covey and seconded by Mike Fullerton 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.

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

No action was taken.

**ITEM 13: ADJOURNMENT**

Motion was made by Joe Covey and seconded by Karl Nail to adjourn. The motion passed unanimously and the meeting was adjourned at 8:05 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

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

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Council Member