

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

DATE: January 11, 2010

TIME: 6:00 P.M.

PLACE: NEWCASTLE MULTI-PURPOSE CENTER
705 NW 10TH STREET

ITEM 1: CALL TO ORDER/ROLL CALL

Chairman Karl Nail called the meeting to order at 6:00 p.m.

PRESENT: Chairman Karl Nail
Vice Chairman James Inskeep
Trustee Cindy Frizzell
Trustee Linda Molsbee
Trustee Chris Turner

OTHERS PRESENT: Nick Nazar, City Manager; Ted Haxel, City Attorney; Sharon Ferguson, City Treasurer; Camille Dowers, City Clerk; Ian Crittenden, City Planner; Dinah Alizadeh, Administrative Assistant; Kenny Sullivan, P.E., of Glenn Sullivan and Associates, Inc.

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

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

ITEM 3: CITIZENS' COMMENTS

None

ITEM 4: CONSENT AGENDA

- A. Minutes:**
 - December 14, 2009**
 - December 17, 2009**
- B. Claims**
- C. Transfer of Funds**
- D. Appropriation of Funds**

Motion was made by Jim Inskeep and seconded by Chris Turner to approve the consent agenda. Board polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

ITEM 5: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF WATER SERVICES AVAILABILITY AGREEMENT WITH THE CITY OF OKLAHOMA CITY

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve the Water Services Availability Agreement with the City of Oklahoma City under Item 5. Board polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

ITEM 6: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF PROPOSAL RECEIVED FOR FINANCING \$10,900.00 FOR NPWA PURCHASE OF 2006 FORD F250

Motion was made by Linda Molsbee and seconded by Cindy Frizzell to approve NPWA financing with Sooner State Bank of a 2006 Ford F250 in the amount of \$10,900.00 at 4.25% for a term of two (2) years. Board polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

ITEM 7: CITY MANAGER’S COMMENTS

City Manager Nick Nazar reported he is pleased the Water Contract with Oklahoma City has been completed. He stated that the city is beginning to accept delivery of pipe and supplies at the landfill location.

ITEM 8: TRUSTEES’ COMMENTS

None

ITEM 9: OLD BUSINESS

None

ITEM 10: NEW BUSINESS

None

ITEM 11: ADJOURNMENT

Motion was made by Jim Inskeep and seconded by Chris Turner to adjourn. Board polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried and the meeting was adjourned at 6:15 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.

Chairman

Vice Chairman

Trustee

Trustee

Trustee

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

DATE: January 11, 2010
TIME: 6:00 P.M.
PLACE: NEWCASTLE MULTI-PURPOSE CENTER
705 NW 10TH STREET
ITEM 1: CALL TO ORDER/ROLL CALL

Chairman Karl Nail called the regular meeting of the Newcastle City Council to order at 6:16 p.m.

PRESENT: Mayor Karl Nail
Vice Mayor James Inskeep
Council Member Cindy Frizzell
Council Member Linda Molsbee
Council Member Chris Turner

OTHERS PRESENT: Nick Nazar, City Manager; Ted Haxel, City Attorney; Sharon Ferguson, City Treasurer; Camille Dowers, City Clerk; Ian Crittenden, City Planner; Dinah Alizadeh, Administrative Assistant; Kenny Sullivan, P.E., of Glenn Sullivan and Associates, Inc.

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

Motion was made by Jim Inskeep and seconded by Cindy Frizzell to approve the agenda. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

ITEM 3: CITIZENS' COMMENTS

None

ITEM 4: CONSENT AGENDA
A. Minutes:
December 14, 2009
December 17, 2009
B. Claims
C. Transfer of Funds
D. Appropriation of Funds
E. Acknowledgement of receipt of DEQ Permit for Waste Treatment Facility

Motion was made by Jim Inskeep and seconded by Cindy Frizzell to approve the consent agenda. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

ITEM 5: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF SERVICE AVAILABILITY WATER SERVICE AGREEMENT WITH THE CITY OF OKLAHOMA CITY

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve the Water Service Availability Water Service Agreement with the City of Oklahoma City under Item 5. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

ITEM 6: DISCUSSION AND POSSIBLE ACTION ON ORDINANCE NO. 653 REGARDING EMPLOYEE TAKE-HOME VEHICLE POLICIES

Motion was made by Cindy Frizzell and seconded by Linda Molsbee to adopt Ordinance No. 653 establishing policies and guidelines for assignment and usage of city-owned vehicles. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

ITEM 7: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE FOR ORDINANCE NO. 653

Motion was made by Cindy Frizzell and seconded by Chris Turner to adopt the emergency clause of Ordinance No. 653. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

ITEM 8: DISCUSSION AND POSSIBLE ACTION TO DECLARE FIVE (5) HAND-HELD "PSION WORKABOUT" METER READING DEVICES AS SURPLUS PROPERTY

Motion was made by Linda Molsbee and seconded by Jim Inskeep to declare five (5) PSION Workabout meter-reading devices described in Item 8 as surplus property. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

ITEM 9: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF PROPOSAL RECEIVED FOR FINANCING \$10,900.00 FOR NPWA PURCHASE OF 2006 FORD F250

Motion was made by Linda Molsbee and seconded by Jim Inskeep to approve NPWA financing with Sooner State Bank of a 2006 Ford F250 in the amount of \$10,900.00 at 4.25% for a term of two (2) years. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

ITEM 10: DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT TO VACATION TIME ACCRUAL POLICY AND EFFECTIVE DATE OF AMENDMENT

Motion was made by Linda Molsbee and seconded by Jim Inskeep to approve amendment to employee vacation time accrual policy capping vacation time at 240 hours, having an effective date of January 1, 2010. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

ITEM 11: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF AMENDMENTS TO DELTA DENTAL PLAN DEFINING ELIGIBILITY FOR DEPENDENTS OF EMPLOYEES

Motion was made by Linda Molsbee and seconded by Chris Turner to approve amendment to Delta Dental Plan for city employees, expanding the definition of dependents eligible for group coverage. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes.

Motion carried.

ITEM 12: DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF NEW OFFICIAL CITY SEAL

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve a new design for the official city seal, or stamp, to be used by the city clerk on official documents and conforming to the official city seal recently adopted for the City of Newcastle. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

ITEM 13: DISCUSSION AND POSSIBLE ACTION ON ORDINANCE NO. 654 REGARDING COLLECTION OF PAST-DUE UTILITY ACCOUNTS

No action was taken.

ITEM 14: DISCUSSION AND POSSIBLE ACTION ON ADOPTION OF EMERGENCY CLAUSE FOR ORDINANCE NO. 654

No action was taken.

ITEM 15: DISCUSSION AND POSSIBLE ACTION ON PLACEMENT OF STOP SIGN ON 10TH ST. TO PROVIDE ACCESS FOR SCHOOL BUSES ON SCHOOL BUS ROUTE

Motion was made by Cindy Frizzell and seconded by Chris Turner to approve placement of stop sign on 10th Street to assist school bus access. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

ITEM 16: DISCUSSION AND POSSIBLE ACTION ON THE CITY OF NEWCASTLE ACTING AS TRUSTEE FOR SCHOOL BOND FUNDS

Motion was made by Cindy Frizzell and seconded by Jim Inskeep to approve the City of Newcastle acting in capacity as trustee for school bond funds. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

ITEM 17: CITY MANAGER'S COMMENTS

City Manager Nick Nazar reported on the recent snow storm with snowfall beginning December 23rd and continuing through Christmas Day. He stated the initial damage report to be submitted to FEMA is approximately \$20,000.00. Additional documentation will follow regarding total costs. A public Connect-CTY call was made regarding storm warnings and shelter procedures. Mr. Nazar also reported that sales tax revenues were down but that next month should show an improvement. He said he will meet with department heads to make recommendations for budget reductions.

ITEM 18: COUNCIL MEMBERS' COMMENTS

Cindy Frizzell inquired whether the snow storm closed City Hall. No additional closure was made since the most snowfall was received over the holidays. She also inquired about the 16th Street project. Mr. Nazar reported the Pinecrest documents are being re-signed and the Dolese documents were being signed. After the waterline is moved the project will start.

Linda Molsbee thanked city crews, police and fire departments for their work during the storm.

ITEM 19: OLD BUSINESS

None

ITEM 20: NEW BUSINESS

None

ITEM 21: A. DISCUSSION AND POSSIBLE ACTION ON ENTERING INTO AN EXECUTIVE SESSION AS PERMITTED UNDER 25 O.S. 307.B(2) DISCUSSING NEGOTIATIONS CONCERNING EMPLOYEES AND REPRESENTATIVES OF EMPLOYEES' GROUPS (TWIN CITIES FOP #135, IAFF LOCAL 3910 CONTRACTS)

Motion was made by Jim Inskeep and seconded by Cindy Frizzell at 6:45 p.m. to enter into executive session, to include the City Manager and the City Attorney, for discussion of Item 21A. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried. The Council convened into executive session at 6:45 p.m.

Motion was made by Linda Molsbee and seconded by Jim Inskeep to come out of executive session at 7:24 p.m. and reconvene the regular open meeting of the Newcastle City Council. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

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

No action was taken.

ITEM 22: ADJOURNMENT

Motion was made by Linda Molsbee and seconded by Chris Turner to adjourn. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. The motion carried and the meeting was adjourned at 7:25 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