

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

**DATE:** February 8, 2010  
**TIME:** 6:00 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 6:02 p.m.

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

**ABSENT:** None

**OTHERS PRESENT:** Nick Nazar, City Manager; Ted Haxel, City Attorney; Camille Dowers, City Clerk; Ian Crittenden, City Planner; Gordon Harness, Planning Commission Chairman; 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:  
January 11, 2010  
January 25, 2010  
b. Claims  
c. Transfer of Funds  
d. Appropriation of Funds  
e. DWSRF Payment Request

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

**ITEM 5: DISCUSS AND ACT ON SUBMITTING PLANS AND DOCUMENTS FOR THE OKC CONNECTION PHASE I WATER LINE TO OKLAHOMA CITY FOR THEIR REVIEW**

Kenny Sullivan, P.E., presented and recommended plans to be submitted to the City of Oklahoma City for Phase I of the OKC Connection waterline project. Motion was made by Linda Molsbee and seconded by Chris Turner to approve Item 5 to submit OKC Connection, Phase I, plans to the City of Oklahoma City for review. Board polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION REGARDING NEGOTIATION OF LEASE FOR CITY HALL PROPERTY AT 422 S. MAIN**

Item 6 was deferred to the City Council meeting immediately following.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION REGARDING RECOMMENDATION OF PROPOSED CITY ORDINANCE NO. 654 FOR UTILITY ACCOUNT BILLING AND COLLECTION PROCESSES**

City attorney Ted Haxel distributed a draft resolution of recommended policies for utility account billing and collection procedures for the council to review. No action was taken.

**ITEM 8: CITY MANAGER'S COMMENTS**

City Manager Nick Nazar reported that good progress is being made on the OKC Connection waterline project. He stated the contractor's work is 56% complete, and that 9% of the pipe has been installed by city crews.

**ITEM 9: TRUSTEES' COMMENTS**

Linda Molsbee reported that a large pothole or sinkhole on Country Club Road, south of Hwy. 37 is in need of repair.

**ITEM 10: OLD BUSINESS**

None

**ITEM 11: NEW BUSINESS**

None

**ITEM 12: ADJOURNMENT**

Motion was made by Linda Molsbee and seconded by Jim Inskeep to adjourn. Board polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried and the meeting was adjourned at 6:24 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.

cc-npwa 2/8/10

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Vice Chairman

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

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

**DATE:** February 8, 2010  
**TIME:** 6:00 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 6:25 p.m.

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

**ABSENT:** None

**OTHERS PRESENT:** Nick Nazar, City Manager; Ted Haxel, City Attorney; Camille Dowers, City Clerk; Ian Crittenden, City Planner; Gordon Harness, Planning Commission Chairman; 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.  
Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 3: CITIZENS' COMMENTS**

None

**ITEM 4: CONSENT AGENDA**  
**a. Minutes:**  
January 11, 2010  
January 25, 2010  
**b. Claims**  
**c. Transfer of Funds**  
**d. Appropriation of Funds**  
**e. NPWA Payment Request from DWSRF**

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

**ITEM 5: PIONEER LIBRARY ANNUAL DIRECTOR'S REPORT TO COUNCIL**

Item 5 was stricken from the agenda. No appearance was made due to weather.

**ITEM 6: RECOGNITION OF EMPLOYEE CERTIFICATION**

City Planner Ian Crittenden has successfully passed the Oklahoma Floodplain Managers Association certification examination and was named a Certified Floodplain Manager on January 15, 2010. Mayor Karl Nail congratulated him with presentation of his CFM certificate and pins.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION ON RECOMMENDATIONS OF PARKS, RECREATION AND BEAUTIFICATION BOARD**

**Parks, Recreation and Beautification Board Agenda Item 6 (January 20, 2010 meeting): DISCUSSION AND POSSIBLE ACTION ON REQUEST FROM TRI CITY SOCCER ASSOCIATION TO DISPLAY SPONSORSHIP SIGNS AT EACH SOCCER FIELD IN VETERAN'S PARK**

- a. **The Parks, Recreation and Beautification Board recommends the Tri-City Soccer Association follow the parameters to use temporary signs and that signs will only be displayed during game time when fields are in operation.**

Motion was made by Cindy Frizzell and seconded by Jim Inskeep to approve the recommendation made by the Parks, Recreation and Beautification Board, agenda Item 6 (January 20, 2010 meeting). Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**Parks, Recreation and Beautification Board Agenda Item 10 (January 20, 2010 meeting): DISCUSSION AND POSSIBLE ACTION ON NAME FOR PINECREST LANDFILL, NE 16<sup>TH</sup> AREA PARK**

- a. **The Parks, Recreation and Beautification Board recommends "Pinecrest Park" as the name for the new park location on NE 16<sup>th</sup> Street.**

Motion was made by Jim Inskeep and seconded by Chris Turner to approve the recommendation made by the Parks, Recreation and Beautification Board, agenda Item 10 (January 20, 2010 meeting). Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

**ITEM 8: REPORT OF FINDINGS OF OVERSIGHT COMMITTEE**

City Manager Nick Nazar presented the written report of the Oversight Committee.

**ITEM 9: DISCUSSION AND POSSIBLE ACTION REGARDING APPOINTMENTS TO OVERSIGHT COMMITTEE**

**Oversight Committee Agenda Item 7 (January 18, 2010 meeting):**

**a. Frank Tietjens would like to be appointed as an Alternate to the Oversight Committee.**

Motion was made by Linda Molsbee and seconded by Chris Turner to appoint Frank Tietjens as alternate member of the Oversight Committee. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

**ITEM 10: DISCUSSION AND POSSIBLE ACTION REGARDING FAILURE OF FLEENOR ENTERPRISES TO COMPLY WITH ORDINANCES REGARDING ASPHALT REQUIREMENTS AND TRANSFER TO HOMEOWNERS ASSOCIATION**

City Attorney Ted Haxel advised the Council of options available to the City as recourse against Fleenor Enterprises, Inc., for failure to satisfy street construction requirements in Fleenor Estates and Eagle Lake Estates, Sec. 1. Motion was made by Jim Inskeep and seconded by Chris Turner to instructing the City Attorney, and granting him full authority, to pursue Fleenor Enterprises, Inc. to the fullest extent of the law to collect for damages for failure to comply with ordinances regarding street construction. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 11: DISCUSSION AND POSSIBLE ACTION TO ADOPT ORDINANCE NO. 654 REGARDING UTILITY ACCOUNT BILLING AND COLLECTION PROCESSES**

No action was taken.

**ITEM 12: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL FOR PARTICIPATION IN OKLAHOMA HIGHWAY SAFETY PROJECT GRANT FOR OVERTIME PAY & BENEFITS, AND THREE (3) IN-CAR CAMERA SYSTEMS**

Motion was made by Linda Molsbee and seconded by Jim Inskeep to approve Item 12. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**ITEM 13: DISCUSSION AND POSSIBLE ACTION TO APPROVE CONTRIBUTION(S) TO LOCAL AND/OR NATIONAL BOY SCOUTS OF AMERICA**

City Attorney Ted Haxel will report at the next meeting on the propriety of donating public funds for non-public purposes. No action was taken.

**ITEM 14: DISCUSS AND ACT ON SUBMITTING PLANS AND DOCUMENTS FOR THE OKC CONNECTION PHASE I WATER LINE TO OKLAHOMA CITY FOR THEIR REVIEW**

Motion was made by Linda Molsbee and seconded by Jim Inskeep to approve Item 14 to submit the OKC Connection, Phase I, plans to the City of Oklahoma City for review. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

**ITEM 15: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF NEGOTIATION OF LEASE BY NPWA FOR CITY HALL PROPERTY AT 422 S. MAIN**

Dr. Stephen McCan, the property owner, appeared and requested the lease be renewed with modifications, and excepting the east 230 ft. of the property from the lease. Motion was made by Chris Turner and seconded by Linda Molsbee to approve negotiations for three (3) one year renewable lease terms, with no option to purchase, with the legal description to except the east 230 ft. of the property. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

**ITEM 16: DISCUSSION AND POSSIBLE ACTION REGARDING PARTICIPATION IN U.S. CENSUS BUREAU 2010 PARTNERSHIP PROGRAM**

Motion was made by Linda Molsbee and seconded by Chris Turner to approve Item 16. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 17: DISCUSSION AND POSSIBLE ACTION FOR DEVELOPMENT OF LIST OF PRE-QUALIFIED VENDORS FOR DISASTER MITIGATION SERVICES**

Motion was made by Linda Molsbee and seconded by Cindy Frizzell to approve Item 17, authorizing the City Manager to develop a list of pre-qualified vendors for disaster mitigation services. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**ITEM 18: DISCUSSION AND POSSIBLE ACTION REGARDING NOMINATION AND APPOINTMENT OF PLANNING COMMISSION MEMBER**

Nomination was made by Karl Nail and seconded by Jim Inskeep to appoint Tracy Shirley as Planning Commission member. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

**ITEM 19: CITY MANAGER'S COMMENTS**

City Manager Nick Nazar reported that estimates for the January 2010 snow storm have been received for submission of claims to FEMA.

**ITEM 20: COUNCIL MEMBERS' COMMENTS**

Linda Molsbee thanked the Police Department for taking advantage of available grant applications.

**ITEM 21: OLD BUSINESS**

None

cc-npwa 2/8/10

**ITEM 22: NEW BUSINESS**

None

**ITEM 23: ADJOURNMENT**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to adjourn. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried and the meeting was adjourned at 7:12 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