

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

DATE: August 9, 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

ABSENT: None

Nick Nazar, City Manager; Sharon Ferguson, City Treasurer; Camille Dowers, City Clerk; Ian Crittenden, City Planner; Ted Haxel, City Attorney; Glenn Sullivan, II of Glenn Sullivan and Associates, Inc.; Gordon Harness, Planning Commission Chairman; Dinah Alizadeh, Administrative Assistant; Doris Raab, Human Resources Director

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. 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:**
 - July 12, 2010
 - July 26, 2010
- B. Claims**
- C. Transfer of Funds**
- D. Appropriation of Funds**
- E. DWSRF Payment Request No. 8**
- F. OKC Connection Claims**
- G. Surplus property: 1993 Ford Crown Victoria VIN #2FALP71W5PX153379**

Motion was made by Jim Inskeep 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: DISCUSSION AND POSSIBLE ACTION ON ACCEPTANCE OF BID FOR 4,400 LINEAR FEET OF 24" HDPE WATER LINE AND DIRECTIONAL DRILL FOR OKC CONNECTION, PHASE I, WATER LINE PROJECT AND AUTHORIZATION TO ENTER INTO CONTRACT

City engineer Kenny Sullivan recommended the bid for the directional drilling for the Canadian River crossing as part of Phase I of the OKC Connection waterline project be awarded to TransAmerican Underground, Ltd., of Flower Mound, Texas, in the amount of \$1,189,000.00. Motion was made by Chris Turner and seconded by Linda Molsbee to accept the bid from TrnasAmerican Underground, Ltd. Board polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

ITEM 6: DISCUSSION AND POSSIBLE ACTION ON ADJUSTMENT OF UTILITY ACCOUNT AT SERVICE ADDRESS OF 1113 LINDA LANE

Motion was made by Jim Inskeep and seconded by Cindy Frizzell to approve Item 6 with an adjustment of \$123.25. Board polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

ITEM 7: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT WITH COMPUTER INFORMATION CONCEPTS, INC. (CIC)

General manager Nick Nazar reported that the contract with CIC had been reviewed again and that he recommended the handheld interface provisions be deleted, removing the amounts of \$625 on exhibit page 1 and \$175 on exhibit page 2. Also, the items referencing the accounts receivable functions for amounts of \$3,000 and \$1,080 would be added back into the contract. Motion was made by Jim Inskeep and seconded by Cindy Frizzell to approve Item 7, as modified. Board polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

ITEM 8: GENERAL MANAGER'S COMMENTS

The waterline installation is proceeding but moving more slowly because of larger pipe segments and existing utilities. City manager Nick Nazar stated that 30 days were being added to the date of completion, primarily due to weather. The line should be charged and begin to service water from Oklahoma City should begin to flow by May of 2011.

ITEM 9: TRUSTEES' COMMENTS

None

ITEM 10: OLD BUSINESS

None

ITEM 11: NEW BUSINESS

None

ITEM 12: ADJOURNMENT

Motion was made by Jim Inskeep and seconded by Chris Turner to adjourn. Board polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried and the meeting was adjourned at 6:21 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: August 9, 2010

TIME: 6:00 P.M.

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

ITEM 1: CALL TO ORDER/ROLL CALL

Mayor Karl Nail called the meeting to order at 6:22 p.m.

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

ABSENT: None

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

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

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

ITEM 3: CITIZENS' COMMENTS

Kim Brown announced that newspaper editor Victoria Middleton delivered a baby girl today at 5:35 p.m.

ITEM 4: CONSENT AGENDA

- A. Minutes:**
 - July 12, 2010
 - July 26, 2010
- B. Claims**
- C. Transfer of Funds**
- D. Appropriation of Funds**
- E. DWSRF Payment Request No. 8**
- F. OKC Connection Claims**

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

ITEM 5: DISCUSSION AND POSSIBLE ACTION ON RECOMMENDATIONS OF
PARKS, RECREATION AND BEAUTIFICATION BOARD

Parks Board Agenda Item 6, July 21, 2010, meeting:
DISCUSSION AND POSSIBLE ACTION ON USE OF LIONS PARK FOR DOG SHOW IN OCTOBER

- A. The Parks, Recreation and Beautification Board recommends approval of the use of Lions Park for a dog show in October subject to all requirements and ordinances being met.**

No action was taken due to lack of information.

Parks Board Agenda Item 12, July 21, 2010, meeting:
DISCUSSION AND POSSIBLE ACTION ON RECOMMENDATION TO CITY COUNCIL FOR APPOINTMENT OF JENNIFER CATHEY TO PARKS BOARD

- B. The Parks, Recreation and Beautification Board recommends the appointments of Jennifer Cathey and Jennifer Howeth as alternates to the Board.**

Motion was made by Linda Molsbee and seconded by Jim Inskeep to appoint Jennifer Howeth as alternate Parks Board member. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried. No action was taken as to Jennifer Cathey.

ITEM 6: DISCUSSION AND POSSIBLE ACTION ON RECOMMENDATIONS OF CEMETERY BOARD

Cemetery Board Agenda Item 6, July 19, 2010, meeting:
DISCUSSION AND POSSIBLE ACTION ON CEMETERY BY-LAWS—continued

- A. The Cemetery Board recommends the By-Laws approved at the July 12, 2010 meeting of the Newcastle City Council be adopted by Ordinance**

No action was taken. City attorney Ted Haxel will review.

Cemetery Board Agenda Item 7, July 19, 2010, meeting:
DISCUSSION AND POSSIBLE ACTION ON CEMETERY SOFTWARE—continued

- B. The Cemetery Board recommends approval of the CIMS (Cemetery Information Management System) Software at approximate cost of \$2,000**

City Planner Ian Crittenden recommended purchase of the CIMS proposal which has enhanced features and map maintenance capabilities at a cost of approximately \$4,000. Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve purchase of the CIMS software recommended by Mr. Crittenden in an amount not to exceed \$5,000. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

- C. The Cemetery Board recommends approval of sending designee for CIMS training**

No action was taken.

Cemetery Board Agenda Item 10, July 19, 2010, meeting:
DISCUSSION AND POSSIBLE ACTION ON CEMETERY LOT PRICES

D. The Cemetery Board recommends an introductory price of \$750.00 per lot that can be changed at the discretion of the City Council

Motion was made by Jim Inskeep and seconded by Cindy Frizzell to offer sales of cemetery lots at \$750.00 per lot for one year, and readdress the issue at the end of the first year of offering at this amount. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

ITEM 7: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF BID FOR 4,400 LINEAR FEET OF 24" HDPE WATER LINE AND DIRECTIONAL DRILL FOR OKC CONNECTION, PHASE I, WATER LINE PROJECT AND RATIFICATION OF CONTRACT

Motion was made by Chris Turner and seconded by Linda Molsbee to approve acceptance of bid submitted by TransAmerican Underground, Ltd., by NPWA for OKC Connection, Phase I, Canadian River crossing directional drilling in the amount of \$1,189,000.00. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

ITEM 8: DISCUSSION AND POSSIBLE ACTION ON EXTENSION OF RENTAL AGREEMENT BETWEEN CITY OF NEWCASTLE AND LIFE SPRINGS CHURCH

Motion was made by Chris Turner and seconded by Jim Inskeep to extend rental agreement for six (6) months beginning October 1, 2010, for use of the Multi-Purpose Community Center by Life Springs Church. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

ITEM 9: DISCUSSION AND POSSIBLE ACTION REGARDING RENTAL OF COMMUNITY BUILDING FOR SOLDIER'S HOMECOMING

Motion was made by Jim Inskeep and seconded by Linda Molsbee to waive all fees and refund the security deposit, upon satisfaction of conditions for refund, for use of the Multi-Purpose Community Center for Soldier's Homecoming celebration on August 21, 2010. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

ITEM 10: DISCUSSION AND POSSIBLE ACTION TO FILL ONE POSITION ON PLANNING COMMISSION TO SERVE THREE-YEAR TERM

Mayor Karl Nail nominated Dennis Sanders for reappointment to the Planning Commission to serve a three-year term, from June 2010 through June 2013. Jim Inskeep seconded the nomination. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

ITEM 11: DISCUSSION AND POSSIBLE ACTION TO FILL TWO POSITIONS ON THE BOARD OF ADJUSTMENTS TO SERVE THREE-YEAR TERMS

Motion was made by Jim Inskeep and seconded by Cindy Frizzell for re-appointments of Joe Covey and Jan Talkington to the Board of Adjustments, each to serve three-year terms from July 2010 through July 2013. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

ITEM 12: DISCUSSION AND POSSIBLE ACTION TO FILL FIVE POSITIONS ON THE LOCAL EMERGENCY MANAGEMENT PLANNING COMMITTEE TO SERVE INDEFINITE TERMS

No action was taken.

ITEM 13: DISCUSSION AND POSSIBLE ACTION TO FILL FIVE POSITIONS ON THE LOCAL PLANNING AND ADVISORY COMMITTEE TO SERVE THREE-YEAR TERMS

No action was taken.

ITEM 14: DISCUSSION AND POSSIBLE ACTION TO FILL ONE POSITION ON OVERSIGHT COMMITTEE TO SERVE FIVE-YEAR TERM

No action was taken.

ITEM 15: DISCUSSION AND POSSIBLE ACTION TO FILL FIVE POSITIONS ON THE NEWCASTLE ECONOMIC DEVELOPMENT AUTHORITY TO SERVE FIVE-YEAR TERMS

Motion was made by Mayor Karl Nail and seconded by Jim Inskip to re-appoint Dr. Stephen McCan, Orvis McMahan, Daniel Remington and Phillipe Nelson to the Newcastle Economic Development Authority, each to serve five-year terms from May 2010 through May 2015. Council polled: Molsbee, yes; Turner, yes; Inskip, yes; Frizzell, yes; Nail, yes. Motion carried.

ITEM 16: DISCUSSION AND POSSIBLE ACTION ON CLOSURE OF STREET SEGMENT AT SOUTH END OF BRADFORD III

City Manager Nick Nazar reported that Brent Cook, developer of Bradford III, has agreed to the closure of street segment at the south end of Bradford III. Motion was made by Jim Inskip and seconded by Linda Molsbee to approve Item 16. Council polled: Turner, yes; Inskip, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

ITEM 17: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT WITH COMPUTER INFORMATION CONCEPTS, INC. (CIC)

Motion was made by Jim Inskip and seconded by Cindy Frizzell to approve Item 17 with modifications. Council polled: Inskip, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

ITEM 18: CITY MANAGER'S COMMENTS

City Manager Nick Nazar reported that the USTI software system for court is being implemented and research is being conducted for credit card system options. Water account collections are being made and water sales have increased due to summer usage.

ITEM 19: COUNCIL MEMBERS' COMMENTS

Cindy Frizzell inquired as to the status of the NE 16th St. road project. Mr. Nazar reported that asphalt is scheduled to be laid next week.

Linda Molsbee reported that the widow of Edward Tilson expressed appreciation to city emergency crews for their quick response actions assisting her husband at the Independence Day celebration at Veterans Park.

ITEM 20: OLD BUSINESS

None

ITEM 21: NEW BUSINESS

None

ITEM 22: A. DISCUSSION AND POSSIBLE ACTION ON ENTERING INTO AN EXECUTIVE SESSION AS PERMITTED UNDER 25 O.S. SECTION 307.B(4) FOR 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 (DAVID FLEENOR AND/OR FLEENOR ENTERPRISES)

B. 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 Inskip and seconded by Linda Molsbee to convene the meeting of the Newcastle City Council into executive session under Items 22(A) and (B) to include the City Attorney Ted Haxel, and the City Manager, Nick Nazar. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskip, yes; Nail, yes. Motion carried and executive session was convened at 7:36 p.m. following a five (5) minute recess.

Motion was made by Jim Inskip and seconded by Linda Molsbee to adjourn executive session and reconvene the open meeting of the Newcastle City Council. Council polled: Molsbee, yes; Turner, yes; Inskip, yes; Frizzell, yes; Nail, yes. Motion carried and the open session of the Newcastle City Council meeting was reconvened at 7:59 p.m.

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

No action was taken.

ITEM 23: ADJOURNMENT

Motion was made by Jim Inskip and seconded by Linda Molsbee to adjourn. Council polled: Turner, yes; Inskip, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried and the meeting was adjourned at 7:59 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