

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

DATE: February 22, 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 6:00 p.m.

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

ABSENT: None

ALSO PRESENT: Nick Nazar, City Manager; Ted Haxel, City Attorney; Camille Dowers, City Clerk; Ian Crittenden, City Planner; Dinah Alizadeh, Administrative Assistant; and Gary Norman, Chief of Police

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: APPROVAL FOR PAYMENT OF CLAIMS RECEIVED FOR OKC
CONNECTION WATERLINE PROJECT:

- a. **Ferguson Enterprises, Inc.**
\$400,643.52 for materials and supplies
- b. **Glenn Sullivan and Associates, Inc.**
\$15,000.00 for engineering services
\$ 3,500.00 for inspection

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve payment of claims under Item 4(a) and (b). Board polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

ITEM 5: CITY MANAGER’S COMMENTS

City Manager Nick Nazar reported that good progress was being made on the OKC Connection waterline project. The contractor is close to completing its work with the bore across Hwy. 62 as a major item remaining to be done. Mr. Nazar also reported that two (2) wells had gone down. A shaft break in a pump in one well, and a motor problem in another one were repaired. Surging problems caused by blocked screens on a well have been corrected. The city water supply will be in good condition until the OKC Connection project is complete.

ITEM 6: DISCUSSION AND POSSIBLE ACTION REGARDING RECOMMENDATION TO THE CITY COUNCIL OF PROPOSED ORDINANCE NO. 654 FOR UTILITY ACCOUNT BILLING AND COLLECTION PROCESSES

City attorney Ted Haxel advised that utility account billing and collection processes be prescribed by Resolution instead of adoption of an Ordinance. He distributed a proposed Resolution to be placed on the agenda for the next regular meeting. No action was taken.

ITEM 7: TRUSTEES’ COMMENTS

None

ITEM 8: OLD BUSINESS

None

ITEM 9: NEW BUSINESS

None

ITEM 10: ADJOURNMENT

Motion was made by Jim Inskeep and seconded by Linda Molsbee to adjourn. Board polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried and the meeting was adjourned at 6:12 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.

Chairman

Vice Chairman

Trustee

Trustee

Trustee

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

DATE: February 22, 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 6:13 p.m.

PRESENT: Mayor Karl Nail (left at 7:25 p.m.)
Vice Mayor James Inskeep
Council Member Cindy Frizzell
Council Member Linda Molsbee
Council Member Chris Turner

ABSENT: None

ALSO PRESENT: Nick Nazar, City Manager; Ted Haxel, City Attorney; Camille Dowers, City Clerk; Ian Crittenden, City Planner; Dinah Alizadeh, Administrative Assistant; and Gary Norman, Chief of Police

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

Motion was made by Cindy Frizzell and seconded by Chris Turner to approve the agenda as amended with Item 12 to immediately follow Item 2. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

Item 12 was called at this time. City Manager Nick Nazar introduced Kathy Griffith, Director of Housing with Delta Community Action Foundation, Inc. She presented a Contract for Services between the City of Newcastle and Delta for housing rehabilitation in the City of Newcastle. The contract will be placed on the next agenda for discussion and possible action.

ITEM 3: CITIZENS' COMMENTS

None

ITEM 4: CONSENT AGENDA:

- A. Ratification of NPWA Claims for OKC Connection Waterline Project**
- B. Surplus and disposal of 2008 Ford Crown Victoria Police Unit**
- C. Surplus and disposal of scrap metal**

For identification purposes, the 2008 Ford Crown Victoria proposed to be surplus has VIN No. 2FAFP71VX8X126037. 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: DISCUSSION AND POSSIBLE ACTION TO ADOPT RESOLUTION 2009-01 ON REQUEST FOR DEDICATED PUBLIC STREET TO BE NAMED "BUTCH TRAIL", EXTENDING NORTH FROM HWY. 37 BETWEEN HWY. 76 AND TRI-CITY

Resolution 2009-01 was presented as Resolution 2010-01 and was noted as a scrivener's error on the agenda. Motion was made by Chris Turner and seconded by Jim Inskeep to approve Resolution 2010-01. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

ITEM 6: DISCUSSION AND POSSIBLE ACTION TO APPROVE CONTRIBUTION TO BOY SCOUTS OF AMERICA

Appearances were made by Mike Fullerton of Newcastle Cub Scout Pack 231 and Keith Lamb of Newcastle Boy Scout Troop 231. City Attorney Ted Haxel inquired regarding scout activities and advised the Council that a percentage of the ½ cent sales tax receipts could be used for youth activities. Motion was made by Cindy Frizzell and seconded by Jim Inskeep to approve contributions of \$1,000 to Newcastle Cub Scout Pack 231 and \$1,000 to Newcastle Boy Scout Troop 231. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

ITEM 7: DISCUSSION AND POSSIBLE ACTION TO APPROVE PARTICIPATION IN LAW ENFORCEMENT SUPPORT OFFICE 1033 PROGRAM FOR PURCHASE OF GOVERNMENT SURPLUS PROPERTY

Motion was made by Jim Inskeep and seconded by Chris Turner to approve participation in the LESO 1033 program under Item 7. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

ITEM 8: DISCUSSION AND POSSIBLE ACTION REGARDING ORDINANCE NO. 654 FOR UTILITY ACCOUNT BILLING AND COLLECTION PROCESSES

No action was taken.

ITEM 9: DISCUSSION AND POSSIBLE ACTION TO ADOPT EMERGENCY CLAUSE FOR ORDINANCE NO. 654

No action was taken.

ITEM 10: DISCUSSION AND POSSIBLE ACTION TO PROCEED WITH PLANS, SPECIFICATIONS, BIDDING AND FINANCING FOR NEW POLICE STATION

Motion was made by Linda Molsbee and seconded by Jim Inskeep to approve Item 10 and to

authorize the City Manager to relocate the proposed construction location to the east side of Carr Drive, across from the city's emergency storm shelter. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

ITEM 11: DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF LEASE OF CITY HALL PROPERTY

Motion was made by Jim Inskeep and seconded by Chris Turner to approve lease of City Hall property located at 422 S. Main between the Newcastle Public Works Authority and Stephen McCan and Maria McCan, husband and wife. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

ITEM 12: CITY MANAGER'S COMMENTS

Item 12 was moved to follow Item 2.

ITEM 13: COUNCIL MEMBERS' COMMENTS

Jim Inskeep inquired whether other construction firms for the new police station should be contacted.

ITEM 14: OLD BUSINESS

None

ITEM 15: NEW BUSINESS

None

ITEM 16: 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 (EVALUATION OF CITY MANAGER)

Motion was made by Jim Inskeep and seconded by Linda Molsbee at 6:55 p.m. to enter into executive session, to include the City Attorney, for discussion of Item 16A. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried and the Council convened into executive session at 6:56 p.m. At 7:10 p.m. City Manager Nick Nazar was invited to join the executive session. At 7:25 p.m., Mayor Karl Nail excused himself from executive session and the council meeting. Vice Mayor Jim Inskeep presided for the remainder of the meeting.

At 7:40 p.m. motion was made by Linda Molsbee and seconded by Chris Turner to come out of executive session and return to open meeting. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, absent. Motion carried.

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

No action was taken.

ITEM 17: ADJOURNMENT

Motion was made by Chris Turner and seconded by Linda Molsbee to adjourn. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, absent. Motion carried and the meeting was adjourned at 7:42 p.m.

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Mayor

Vice Mayor

Council Member

Council Member

Council Member