

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

**DATE:** March 4, 2011

**TIME:** 4:00 P.M.

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

**ITEM 1: CALL TO ORDER/ROLL CALL**

Chairman Nail called the meeting to order at 4:03 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; Kevin Self, Assistant City Manager; Ted Haxel, City Attorney; Dinah Alizadeh, Administrative Assistant; Camille Dowers, City Clerk; Ian Crittenden, City Planner

**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: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT WITH TRANS AMERICAN UNDERGROUND, LTD. FOR CANADIAN RIVER CROSSING DIRECTIONAL DRILL, OKC CONNECTION, PHASE I**

No action was taken.

**ITEM 5: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF CONTRACT WITH ARISTA INFORMATION SYSTEMS FOR UTILITY ACCOUNT BILLING SERVICES**

Motion was made by Linda Molsbee and seconded by Chris Turner to approve Item 5. Board polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 6: GENERAL MANAGER'S COMMENTS**

General Manager Nick Nazar commented the waterline project is proceeding well. Phase II clean-up is being finished before starting on Phase I. Regarding the sewer system, a notice of violation has been received from DEQ for too many sewer system bypasses. There has been a period imposed to develop a plan to reduce the number of bypasses. Use of a jet-trailer together with inspections will be a possible remedy.

**ITEM 7: TRUSTEES' COMMENTS**

Cindy Frizzell commented she has received complaints regarding sewer back-ups.

**ITEM 8: ADJOURNMENT**

Motion was made by Jim Inskeep and seconded by Chris Turner to adjourn. Board polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried and the meeting was adjourned at 4:11 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:** March 4, 2011

**TIME:** 4:00 P.M.

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

**ITEM 1: CALL TO ORDER/ROLL CALL**

Mayor Karl Nail called the regular meeting of the Newcastle City Council to order at 4:12 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; Kevin Self, Assistant City Manager; Ted Haxel, City Attorney; Dinah Alizadeh, Administrative Assistant; Camille Dowers, City Clerk; Ian Crittenden, City Planner

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

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

**ITEM 3: DISCUSSION AND POSSIBLE ACTION ON RECOMMENDATIONS OF CEMETERY BOARD**

**Cemetery Board Agenda Item 5 (February 24, 2011 Meeting):**  
**DISCUSSION AND POSSIBLE ACTION ON REQUESTING CITY  
MANAGER TO APPROPRIATE FUNDS OF \$17,062.50 TO THE  
CEMETERY BUDGET**

**A. The Cemetery Board recommends appropriation of \$17,062.50 to the cemetery budget.**

No action was taken.

**Cemetery Board Agenda Item 5 (February 24, 2011 Meeting):**  
**DISCUSSION AND POSSIBLE ACTION ON FENCING AND PAVING—  
continued**

- B. The Cemetery Board recommends approval of paving in the amount of \$12,175.00 (asphalt \$10,250—1/2 day paver cost \$1,925), which will be done by the City and \$10,400 for fencing to Nation Wholesale Fence Company**

Motion was made by Chris Turner and seconded by Jim Inskeep to approve Item 3(B). Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 4: DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF AIA APPLICATION AND CERTIFICATE FOR PAYMENT NO. 006 PRESENTED BY CLARK CONSTRUCTION, INC., IN THE AMOUNT OF \$181,721.02, INCLUDING AMOUNTS FOR REIMBURSABLE EXPENSES, FOR PERIOD ENDING FEBRUARY 22, 2011 FOR POLICE STATION CONSTRUCTION PROJECT**

Motion was made by Linda Molsbee and seconded by Jim Inskeep to approve Item 4. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**ITEM 5: DISCUSSION AND POSSIBLE ACTION ON CHANGE ORDER FOR OKLAHOMA CABINETS TO FURNISH AND INSTALL PRE-FINISHED WOOD BASE IN #106 (CHIEF'S OFFICE), #109 (DEPUTY CHIEF), #121 (CONFERENCE), #102 (LOBBY); FURNISH AND INSTALL (1) 4'x10 1/2' CONFERENCE TABLE PRE-FINISHED WOOD BASE, PLASTIC LAMINATE TABLE TOP WITH PRE-FINISHED WOOD EDGE TO ADD AMOUNT OF \$2,742.00; CREDIT FOR FILE CABINETS AT #104 (CLERK), #105 (RECEPTION), AND #126 (RECORDS) TO DEDUCT AMOUNT OF \$1,720.00; NET CHANGE AMOUNT OF \$1,022.00 TO INCREASE PREVIOUS CONTRACT AMOUNT OF \$35,546.00 TO \$36,568.00**

Motion was made by Linda Molsbee and seconded by Jim Inskeep to approve Item 5. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF GOVERNMENTAL CONTRACT AND AUTHORIZATION TO PURCHASE DELL COMPUTERS AND RELATED EQUIPMENT AND ACCESSORIES FOR POLICE STATION CONSTRUCTION PROJECT**

Motion was made by Jim Inskeep and seconded by Cindy Frizzell to approve quote received for purchase and authorization for payment in the amount of \$31,568.43 for Dell Computers and related equipment and accessories under Item 6 for the new police station. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF BID PROPOSAL RECEIVED FROM LEON'S RADIO, INC. FOR INSTALLATION AND PURCHASE OF RADIOS AND RELATED EQUIPMENT AND ACCESSORIES FOR POLICE STATION CONSTRUCTION PROJECT**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve quote received from Leon's Radio, Inc., Oklahoma City, for purchase and authorization for payment in the

amount of \$38,261.00 for purchase and installation of radios and related equipment and accessories under Item 7 for the new police station. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 8: DISCUSSION AND POSSIBLE ACTION ON MODIFICATION TO CONTRACT WITH PIONEER SECURITY SYSTEMS DATED FEBRUARY 14, 2011, FOR CCTV AND ACCESS CONTROL SYSTEMS**

Motion was made by Chris Turner and seconded by Jim Inskeep to approve quote received from Pioneer Security Systems, increasing amount for CCTV and access control equipment and installation for police station construction project by \$2,346.20, in addition to amount approved under contract dated February 14, 2011. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**ITEM 9: DISCUSSION AND POSSIBLE ACTION ON INCREASE OF LOAN AMOUNT WITH FIRST NATIONAL BANK AND TRUST CO. OF CHICKASHA FOR POLICE STATION CONSTRUCTION PROJECT**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve an increase of the loan amount with First National Bank and Trust Co. in an amount to not exceed \$800,000.00. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

**ITEM 10: DISCUSSION AND POSSIBLE ACTION REGARDING CONTRACT WITH TRANSAMERICAN UNDERGROUND, LTD. FOR CANADIAN RIVER CROSSING DIRECTIONAL DRILL, OKC CONNECTION, PHASE I**

No action was taken.

**ITEM 11: DISCUSSION AND POSSIBLE ACTION FOR COOPERATION WITH NEWCASTLE PUBLIC SCHOOLS ON STREET PROJECT ON WRIGHT STREET FOR EARLY CHILDHOOD DEVELOPMENT CENTER**

Motion was made by Jim Inskeep and seconded by Cindy Frizzell to approve Item 11. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. Motion carried.

**ITEM 12: DISCUSSION AND POSSIBLE ACTION REGARDING COUNTY SALES TAX ELECTION**

No action was taken. City attorney Ted Haxel will provide an opinion regarding position and action which may be taken by the Council.

**ITEM 13: DISCUSSION AND POSSIBLE ACTION TO APPROVE INTERGOVERNMENTAL AGREEMENT BETWEEN THE OKLAHOMA DEPARTMENT OF TRANSPORTATION AND THE CITY OF NEWCASTLE AND APPROVAL OF RESOLUTION NO. 2011-002**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve Resolution No. 2011-002 under Item 13. Council polled: Frizzell, yes; Molsbee, yes; Turner, yes; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 14: DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 2011-003 CONCERNING BRIDGE INSPECTION RESPONSIBILITY BY LOCAL GOVERNMENT FOR COMPLIANCE WITH NATIONAL BRIDGE INSPECTION STANDARDS**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve Resolution No. 2011-003 under Item 14. Council polled: Molsbee, yes; Turner, yes; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**ITEM 15: CITY MANAGER'S COMMENTS**

City Manager Nick Nazar reported the Police Station construction has kept everyone very busy. There are a lot of projects and positive things going on and it is a great time to be in Newcastle. He also commented that Newcastle needs to be proactive in our relationship with the county.

**ITEM 16: COUNCIL MEMBERS' COMMENTS**

Jim Inskeep commented on the county being unwilling to build the 16<sup>th</sup> Street bridge in accordance with previous plans of the Board of County Commissioners.

**ITEM 17: 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 (IAFF LOCAL 3910 CONTRACT)**

**B. 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 (TIM BERRY)**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to convene the meeting of the Newcastle City Council into executive session under Items 17(A) and 17(B) to include the City Attorney, Ted Haxel, City Manager, Nick Nazar, and Assistant City Manager, Kevin Self. Council polled: Turner, yes; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried and executive session was convened at 5:01 p.m. At this time Jim Inskeep left and was absent for the remainder of the meeting.

Motion was made by Linda Molsbee and seconded by Chris Turner to adjourn executive session and reconvene the open meeting of the Newcastle City Council. Council polled: Inskeep, absent; Frizzell, yes; Molsbee, yes; Turner, yes; Nail, yes. The motion carried and open session of the Newcastle City Council meeting was reconvened at 5:22 p.m.

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

No action was taken.

**ITEM 18: ADJOURNMENT**

Motion was made by Chris Turner and seconded by Linda Molsbee to adjourn. Council polled: Turner, yes; Inskip, absent; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried and the meeting was adjourned at 5:23 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