

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

**DATE:** August 16, 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

**ABSENT:** Trustee Chris Turner

**OTHERS PRESENT:** Nick Nazar, General Manager; Dinah Alizadeh, Administrative Assistant; Ted Haxel, City Attorney; Sharon Ferguson, Treasurer; Camille Dowers, Secretary; and Ian Crittenden, City Planner

**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, absent, yes; Nail, yes. Motion carried.

**ITEM 3: CITIZENS' COMMENTS**

None

**ITEM 4: DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF PAYMENT OF CLAIMS**

No supplemental NPWA claims were presented and no action was taken.

**ITEM 5: DISCUSSION AND POSSIBLE ACTION TO APPROVE CHANGE ORDER NO. 2 FOR SMC UTILITY CONSTRUCTION TO ADD 180 CONSECUTIVE CALENDAR DAYS TO CONTRACT TIME FOR OKC CONNECTION, PHASE II, BORING AND DIRECTIONAL DRILLING**

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

**ITEM 6: DISCUSSION AND POSSIBLE ACTION REGARDING ACQUISITION OF TRUCK FOR PUBLIC WORKS AUTHORITY CONSTRUCTION CREW AND AUTHORIZATION TO SOLICIT FINANCING PROPOSALS**

General Manager Nick Nazar requested the purchase of a new service truck for the Public Works Authority. He presented the Board with a picture and description of a 1994 International 4 ½ ton service truck which had been located. Motion was made by Linda Molsbee and seconded by Jim Inskeep to approve purchase of a service truck and accessory equipment in an amount not to exceed \$20,000.00. Board polled: Molsbee, yes; Turner, absent; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION ON SELECTION OF CREDIT CARD VENDOR AND AUTHORIZATION FOR IMPLEMENTATION**

Scott Hannan, IT contractor for the City, appeared and presented several options for credit card services and equipment. General Manager Nick Nazar recommended Sam’s Club services and equipment offered. Motion was made by Linda Molsbee and seconded by Jim Inskeep to authorize negotiation of a proposal from Sam’s Club for credit card services and equipment. Board polled: Turner, absent; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

**ITEM 8: GENERAL MANAGER’S COMMENTS**

General Manager Nick Nazar reported the waterline project is proceeding but construction has slowed because of existing utilities.

**ITEM 9: TRUSTEES’ COMMENTS**

Linda Molsbee requested researching the possibility of assessment of EMS membership fees on utility account statements.

**ITEM 10: ADJOURNMENT**

Motion was made by Jim Inskeep and seconded by Cindy Frizzell to adjourn. Board polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, absent, yes; Nail, yes. Motion carried and the meeting was adjourned at 6:20 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:** August 16, 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 6:22 p.m.

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

**ABSENT:** Council Member Chris Turner

**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

**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, absent; Nail, yes. Motion carried.

**ITEM 3: CITIZENS' COMMENTS**

None

**ITEM 4: DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF PAYMENT OF CLAIMS**

Motion was made by Jim Inskeep and seconded by Cindy Frizzell to approve claims presented under check numbers 43326 through 43333 in the total amount of \$7,399.95. Council polled: Frizzell, yes; Molsbee, yes; Turner, absent; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 5: DISCUSSION AND POSSIBLE ACTION TO APPROVE CHANGE ORDER NO. 2 FOR SMC UTILITY CONSTRUCTION TO ADD 180 CONSECUTIVE CALENDAR DAYS TO CONTRACT TIME FOR OKC CONNECTION, PHASE II, BORING AND DIRECTIONAL DRILLING**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve SMC Change Order No. 2 under Item 5. Council polled: Molsbee, yes; Turner, absent; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**ITEM 6: DISCUSSION AND POSSIBLE ACTION ON ACCEPTANCE OF BIDS FOR POLICE STATION CONSTRUCTION PROJECT**

Edward Burns of Clark Construction, Inc., appeared and presented his recommendations for acceptance of Bid Package Nos. 11, 12, 13, 15 and 16. Bill Freels, project architect, was also present. The recommendations were accepted as follows:

No recommendation was made as to Bid Package No. 10 for paving because of an error in J.C. Concrete's Bid Package. No action was taken. Bid Package No. 10 will be re-advertised and re-bid.

Motion was made by Jim Inskeep and seconded by Cindy Frizzell to award Bid Package No. 11 for masonry to Superior Masonry, Newcastle, for \$74,644.00. Council polled: Turner, absent; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

Motion was made by Linda Molsbee and seconded by Jim Inskeep to award Bid Package No. 12 for drywall and framing to Hutchco Construction, Inc., Oklahoma City, for \$64,193.00 including Alternate No. 1 to include installation of door frames (framed walls only), doors (wood & HMW) and hardware. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, absent; Nail, yes. Motion carried.

Motion was made by Linda Molsbee and seconded by Jim Inskeep to award Bid Package No. 13 for glazing to Tri City Glass & Door, LLC, Newcastle, for \$26,307.00 including Alternate No. 1 to provide fixed window in lieu of operable window with no change in cost. Council polled: Frizzell, yes; Molsbee, yes; Turner, absent; Inskeep, yes; Nail, yes. Motion carried.

No recommendation was made as to Bid Package No. 14 for flooring because of bid error in Bentley Flooring's Bid Package. No action was taken. Solicitation of proposals for Bid Package No. 14 will be made and presented for acceptance at a later date. Flooring cost estimates are below the amount required for competitive bidding.

Motion was made by Linda Molsbee and seconded by Jim Inskeep to award Bid Package No. 15 for painting to Masterpiece Painting Co., Edmond, for \$49,951.00. Council polled: Molsbee, yes; Turner, absent; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

Motion was made by Linda Molsbee and seconded by Jim Inskeep to award Bid Package No. 16 for millwork to Oklahoma Cabinets, Inc., Spencer, for \$45,756.00. Council polled: Turner, absent; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

At this time Edward Burns of Clark Construction, Inc., made recommendations for solicited bids as follows: Windsor Door Company of Oklahoma, Inc., Oklahoma City, in the amount of \$1,929.00 for overhead door; Sweeper Metal Fabricators Corp., Drumright, in the amount of \$28,326.00 for detention area doors, frames and hardware; and Western Fireproofing Company of Kansas, Inc., Kansas City, Missouri, in the amount of \$24,850.00 for lightweight insulating concrete, all per construction documents.

Motion was made by Jim Inskeep and seconded by Linda Molsbee to accept the recommendation to award solicited bid to Windsor Door Company of Oklahoma, Inc., in the amount of \$1,929.00. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, absent; Nail, yes. Motion carried.

Motion was made by Jim Inskeep and seconded by Linda Molsbee to accept the recommendation to award solicited bid to Sweeper Metal Fabricators Corp., Drumright, in the amount of \$28,326.00. Council polled: Frizzell, yes; Molsbee, yes; Turner, absent; Inskeep, yes; Nail, yes. Motion carried.

Motion was made by Jim Inskeep and seconded by Linda Molsbee to accept the recommendation to award solicited bid to Western Fireproofing Company of Kansas, Inc., in the amount of \$24,850.00. Council polled: Molsbee, yes; Turner, absent; Inskeep, yes; Frizzell, yes; Nail, yes. Motion carried.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION TO APPROVE CHANGE ORDERS FOR POLICE STATION CONSTRUCTION PROJECT FOR INSTALLATION OF DIESEL EMERGENCY GENERATOR IN LIEU OF NATURAL GAS EMERGENCY GENERATOR:**

**A. Crown Electric, Inc.—Change Order #BP-20-1 for a decrease of \$4,700.00, decreasing contract price to \$115,143.00**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve Change Order under Item 7(A). Council polled: Turner, absent; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

**B. Yarbrough & Son's Heating & Air Conditioning—Change Order #BP-9-1 for an increase of \$5,675.00, increasing contract price to \$90,856.00**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve Change Order under Item 7(B). Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, absent; Nail, yes. Motion carried.

**C. Hollowell Plumbing, Inc.—Change Order #BP-8-1 for an increase of \$7,450.00, increasing contract price to \$70,972.00**

Motion was made by Jim Inskeep and seconded by Linda Molsbee to approve Change Order under Item 7(C). Council polled: Frizzell, yes; Molsbee, yes; Turner, absent; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 8: DISCUSSION AND POSSIBLE ACTION FOR ACCEPTANCE OF PROPOSAL FROM WINDSOR DOOR COMPANY OF OKLAHOMA, INC., OF OKLAHOMA CITY, IN THE AMOUNT OF \$1,929.00 FOR OVERHEAD DOOR FOR NEW POLICE STATION**

See action taken under Item 6. No further action was taken.

**ITEM 9: DISCUSSION AND POSSIBLE ACTION FOR ACCEPTANCE OF PROPOSAL FROM SWEEPER METAL FABRICATORS CORP., OF DRUMRIGHT, OKLAHOMA, IN THE AMOUNT OF \$28,326.00 FOR DETENTION AREA DOORS, FRAMES AND HARDWARE FOR NEW POLICE STATION**

See action taken under Item 6. No further action was taken.

**ITEM 10: DISCUSSION AND POSSIBLE ACTION FOR ACCEPTANCE OF PROPOSAL FROM WESTERN FIREPROOFING COMPANY OF KANSAS, INC., OF KANSAS CITY, MISSOURI, IN THE AMOUNT OF \$24,850.00 FOR LABOR AND MATERIAL FOR LIGHTWEIGHT INSULATING CONCRETE FOR NEW POLICE STATION**

See action taken under Item 6. No further action was taken.

**ITEM 11: 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.**

Mike Hansen, representative of Red River Weight Pullers, appeared. No action was taken.

**ITEM 12: DISCUSSION AND POSSIBLE ACTION ON NEWCASTLE CHAMBER OF COMMERCE AND NEWCASTLE COMMUNITY FOUNDATION LANGUAGE REGARDING THE APPOINTMENT OF A CITIZEN MEMBER TO THE BOARD OF DIRECTORS**

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

**ITEM 13: DISCUSSION AND POSSIBLE ACTION TO DECLARE AS SURPLUS 1993 FORD CROWN VICTORIA (VIN #2FALP71W5PX153379)**

Motion was made by Cindy Frizzell and seconded by Jim Inskeep to approve Item 13. Council polled: Turner, absent; Inskeep, yes; Frizzell, yes; Molsbee, yes; Nail, yes. Motion carried.

**ITEM 14: DISCUSSION AND POSSIBLE ACTION FOR APPROVAL OF PLACEMENT OF "SLOW--CHILDREN AT PLAY" SIGNS FOR RICHLAND PARK ADDITION AND N.W. 34<sup>TH</sup> STREET**

No action was taken.

**ITEM 15: DISCUSSION AND POSSIBLE ACTION ON SELECTION OF CREDIT CARD VENDOR AND AUTHORIZATION FOR IMPLEMENTATION**

Motion was made by Linda Molsbee and seconded by Jim Inskeep to authorize negotiation of a proposal from Sam's Club for credit card services and equipment. Council polled: Inskeep, yes; Frizzell, yes; Molsbee, yes; Turner, absent; Nail, yes. Motion carried.

**ITEM 16: DISCUSSION AND POSSIBLE ACTION FOR ACCEPTANCE OF DEDICATIONS OF THE FOLLOWING STREET EASEMENTS FOR THE 16<sup>TH</sup> ST. IMPROVEMENT PROJECT:**

- A. FROM MELVIN E. JUDKINS FOR PUBLIC STREET COVERING PART OF THE SE/4 OF SEC. 11-9N-4WEST, I.M., McCLAIN COUNTY, OKLAHOMA (0.27 ac.)**
- B. FROM PINECREST LANDFILL OK, L.L.C. FOR PUBLIC STREET COVERING PART OF THE SW/4 OF SEC. 11-9N-4WEST, I.M., McCLAIN COUNTY, OKLAHOMA (0.10 ac.)**
- C. FROM PINECREST LANDFILL OK, L.L.C. FOR PUBLIC STREET COVERING PART OF THE SW/4 OF SEC. 11-9N-4WEST, I.M., McCLAIN COUNTY, OKLAHOMA (0.09 ac.)**
- D. FROM PINECREST LANDFILL OK, L.L.C. FOR PUBLIC STREET COVERING PART OF THE NW/4 OF SEC. 14-9N-4WEST, I.M., McCLAIN COUNTY, OKLAHOMA (0.20 ac.)**
- E. FROM PINECREST LANDFILL OK, L.L.C. FOR PUBLIC STREET COVERING PART OF THE NW/4 OF SEC. 14-9N-4WEST, I.M., McCLAIN COUNTY, OKLAHOMA (0.30 ac.)**
- F. FROM PINECREST LANDFILL OK, L.L.C. FOR PUBLIC STREET COVERING PART OF THE NW/4 OF SEC. 14-9N-4WEST, I.M., McCLAIN COUNTY, OKLAHOMA (0.35 ac.)**
- G. FROM PINECREST LANDFILL OK, L.L.C. FOR PUBLIC STREET COVERING PART OF THE SE/4 OF SEC. 11-9N-4WEST, I.M., McCLAIN COUNTY, OKLAHOMA (0.06 ac.)**

Motion was made by Cindy Frizzell and seconded by Jim Inskeep to accept dedication of easements described in Item 16(A) through Item 16(G). Council polled: Frizzell, yes; Molsbee, yes; Turner, absent; Inskeep, yes; Nail, yes. Motion carried.

**ITEM 17: CITY MANAGER'S COMMENTS**

City Manager Nick Nazar reported that 16<sup>th</sup> Street had been paved today and 24<sup>th</sup> Street is scheduled to be paved within the next three (3) weeks. The construction of the police station is moving along. FOP and IAFF contracts negotiations are progressing. Positive feedback from the community is being received regarding activities and projects.

**ITEM 18: COUNCIL MEMBERS' COMMENTS**

Jim Inskeep inquired about proposals for sign regulations. City Planner Ian Crittenden said he will provide a draft to the City Council. Cindy Frizzell asked when the temporary permit issued for the portable buildings would expire. City attorney Ted Haxel stated the temporary permit is in effect through August 30, 2010.

**ITEM 19: 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 ANY ITEMS DISCUSSED IN EXECUTIVE SESSION**

No action was taken under Item 19(A) and 19(B).

**ITEM 20: ADJOURNMENT**

Motion was made by Jim Inskip and seconded by Cindy Frizzell to adjourn. Council polled: Molsbee, yes; Turner, yes; Inskip, yes; Frizzell, yes; Nail, yes. Motion carried and the meeting was adjourned at 7:23 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.

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Mayor

\_\_\_\_\_  
Vice Mayor

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member