

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, MARCH 12, 2019 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Mayor Young at 6:00 p.m. in the Municipal Boardroom.

2. Opening Business

- a. Invocation by Bill Taylor, Community Lighthouse Church
- b. Flag Salute by Patrick Young, Mayor
- c. Roll Call by City Clerk Shirley Lett

PRESENT: Herb Forbes, Robin Edens, Joyce Jech, Patrick Young, Geoff McGoffin, Roger Upton

ABSENT: NONE

STAFF: Shirley Lett, Ginger Stephens, Dan Yancey and other staff members.

3. Consideration and appropriate action relating to a request for approval of the Consent Agenda.

- A. Approval of the minutes of the February 12, 2019 Regular Meeting.
- B. Approval of Purchase Orders/Warrants for 2/21/19: (#131563-#131618)
 - i. General Fund \$38,121.09
 - ii. Cemetery Fund \$93.73
 - iii. Airport Fund \$23,273.47
 - iv. One Cent Capital Projects \$973.99
 - v. One/Half Cent Cap Projects \$127,536.26
 - vi. Payroll (2/1/19) \$140,848.12
 - vii. Payroll (2/15/19) \$216,667.84
- C. Approval of Purchase Orders/Warrants for 3/8/19: (#131666-#131765)
 - i. General Fund \$108,920.99
 - ii. Cemetery Fund \$1,698.13
 - iii. Airport Fund \$7,380.82
 - iv. Court Fund \$786.43
 - v. One Cent Capital Projects \$7,144.00
 - vi. One/Half Cent Cap Projects \$8,054.80
 - vii. Cemetery Perpetual Care \$1,275.00
 - viii. Payroll (3/1/19) \$140,005.42

Motion was made by Vice Mayor Forbes and 2nd by Mayor Young to approve the Consent Agenda.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton

NO: NONE

4. Consideration and appropriate action relating to items removed from the Consent Agenda.

Item was skipped. No action was taken.

5. Discussion and possible consideration and appropriate action related to the approval of the issuance of a permit to Cody Fuentes for the 2nd Annual Donut Run benefiting Skiatook Paws and Claws Animal Rescue at Skiatook Central Park on Saturday, May 11, 2019 from 8:00 AM – 1:00 PM.

Motion was made by Vice Mayor Forbes and 2nd by Councilor Upton to approve the issuance of a permit to Cody Fuentes for the 2nd Annual Donut Run benefiting Skiatook Paws and Claws Animal Rescue at Skiatook Central Park on Saturday, May 11, 2019 from 8:00 AM – 1:00 PM.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

6. Discussion and possible consideration and appropriate action related to the approval of the issuance of a permit requested by Jodi Stanton to hold a community wide egg hunt at Skiatook Central Park on Saturday, April 20, 2019 from 7:00 AM to 1:00 PM.

Motion was made by Councilor Upton and 2nd by Councilor Edens to approve the issuance of a permit requested by Jodi Stanton to hold a community wide egg hunt at Skiatook Central Park on Saturday, April 20, 2019 from 7:00 AM to 1:00 PM.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

7. Discussion and possible consideration and appropriate action related to the approval of a proposed Facility Management Agreement granting an exclusive license for the operation and management of the swimming pool and bathhouse at Exchange Bank Park, located at 900 South Osage, Skiatook, Oklahoma, between the City of Skiatook and the YMCA of Greater Tulsa, effective upon execution by both parties and expiring October 1, 2019.

Motion was made by Mayor Young and 2nd by Councilor Upton to approve a proposed Facility Management Agreement granting an exclusive license for the operation and management of the swimming pool and bathhouse at Exchange Bank Park, located at 900 South Osage, Skiatook, Oklahoma, between the City of Skiatook and the YMCA of Greater Tulsa, effective upon execution by both parties and expiring October 1, 2019.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

8. Discussion and possible consideration and appropriate action related to the approval of Resolution 2019-02, A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SKIATOOK AND THE BOARD OF TRUSTEES OF THE SKIATOOK PUBLIC WORKS AUTHORITY AMENDING THE POLICIES AND PROCEDURES MANUAL OF THE CITY OF SKIATOOK, ARTICLE 2, WAGES AND BENEFITS, SECTION 2.3(E), FRINGE BENEFITS--VACATION LEAVE--COMPENSATION FOR ACCRUED LEAVE.

Motion was made by Councilor Upton and 2nd by Councilor McGoffin to approve Resolution 2019-02, A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SKIATOOK AND THE BOARD OF TRUSTEES OF THE SKIATOOK PUBLIC WORKS AUTHORITY AMENDING THE POLICIES AND PROCEDURES MANUAL OF THE CITY OF SKIATOOK, ARTICLE 2, WAGES AND BENEFITS, SECTION 2.3(E), FRINGE BENEFITS--VACATION LEAVE--COMPENSATION FOR ACCRUED LEAVE.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

9. Discussion and possible consideration and appropriate action related to the approval of Resolution 2019-03, A RESOLUTION DECLARING CERTAIN PROPERTY OF THE CITY OF SKIATOOK TO BE SURPLUS AND NO LONGER OF USE OR BENEFIT TO THE OPERATIONS OF THE CITY; AND PROVIDING FOR AND AUTHORIZING THE DISPOSAL OF SUCH SURPLUS PROPERTY.

Motion was made by Mayor Young and 2nd by Councilor Jech to approve Resolution 2019-03, A RESOLUTION DECLARING CERTAIN PROPERTY OF THE CITY OF SKIATOOK TO BE SURPLUS AND NO LONGER OF USE OR BENEFIT TO THE OPERATIONS OF THE CITY; AND PROVIDING FOR AND AUTHORIZING THE DISPOSAL OF SUCH SURPLUS PROPERTY.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

10. Discussion regarding a possible interlocal agreement with the police departments of the City of Ramona and City of Avant for surplus police equipment.

11. Discussion and possible consideration and appropriate action related to the approval of Ordinance 2019-01, AN ORDINANCE AMENDING THE PROVISIONS OF TITLE 6 "PUBLIC SAFETY AND NUISANCES", CHAPTER 4 "OFFENSES AND NUISANCES", ARTICLE F "OFFENSES BY OR AGAINST MINORS", SECTION 10 "PREVENTION OF YOUTH ACCESS TO TOBACCO", PART F-1 OF THE SKIATOOK MUNICIPAL CODE, CONTAINING OTHER PROVISIONS RELATED THERETO, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

Motion was made by Vice Mayor Forbes and 2nd by Councilor Edens to approve Ordinance 2019-01, AN ORDINANCE AMENDING THE PROVISIONS OF TITLE 6 "PUBLIC SAFETY AND NUISANCES", CHAPTER 4 "OFFENSES AND NUISANCES", ARTICLE F "OFFENSES BY OR AGAINST MINORS", SECTION 10 "PREVENTION OF YOUTH ACCESS TO TOBACCO", PART F-1 OF THE SKIATOOK MUNICIPAL CODE, CONTAINING OTHER PROVISIONS RELATED THERETO, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EMERGENCY.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

12. Consideration and appropriate action related to the approval of the emergency clause for Ordinance 2019-01.

Motion was made by Mayor Young and 2nd by Vice Mayor Forbes to approve the emergency clause for Ordinance 2019-01.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

13. Discussion and possible consideration and appropriate action related to the approval of an AT&T Multi-Service Agreement as part of the INCOG Regional 9-1-1 Board for AT&T Public Safety Hosted e9-1-1 Services.

Motion was made by Councilor Upton and 2nd by Mayor Young to approve an AT&T Multi-Service Agreement as part of the INCOG Regional 9-1-1 Board for AT&T Public Safety Hosted e9-1-1 Services.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

14. City Manager's Report:

- a. **Presentation of a plaque to Rick Akin in appreciation of his 34 years of employment with the City of Skiatook.**
- b. **Update on the Cleanup Skiatook and Free Landfill Day April 12 & 13, 2019.**
- c. **Update on Osage Gardens Cemetery lights.**
- d. **Update of electric department surplus.**
- e. **Update on progress of the Meadowlark Addition roadway improvements.**

15. Public Comment Forum

**To be eligible to speak, you must be identified by the Mayor. You must come to the microphone to speak and must clearly state your name and address.*

16. Adjournment.

Motion was made by Mayor Young and 2nd by Councilor Upton to adjourn.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

Patrick Young, Mayor

Herb Forbes, Vice Mayor

Robin Edens, Councilor

Joyce Jech, Councilor

VACANT, Councilor

Shirley Lett, City Clerk

Geoff McGoffin, Councilor

Date Minutes Approved:

Roger Upton, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, MARCH 12, 2019 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Young at 6:33 pm in the Municipal Boardroom.

2. Roll Call

PRESENT: Herb Forbes, Robin Edens, Joyce Jech, Patrick Young, Geoff McGoffin, Roger Upton

ABSENT: None

STAFF: Shirley Lett, Ginger Stephens, Dan Yancey and other staff members.

3. Consideration and appropriate action relating to a request for approval of the Consent Agenda.

- a. Approval of minutes of the February 12, 2019 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 2/21/19: (#131563-#131618)
 - i. SPWA \$134,677.81
 - ii. SPWA (2/1/19) \$52,291.64
 - iii. Payroll (2/15/19) \$75,956.01
- c. Approval of Purchase Orders/Warrants for 3/8/19: (#131666-#131765)
 - i. SPWA \$913,042.68
 - ii. Payroll (3/1/19) \$52,231.86

Motion was made by Trustee Upton and 2nd by Vice Chairman Forbes to approve the Consent Agenda.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton

NO: NONE

4. Consideration and appropriate action relating to items removed from the Consent Agenda.

Item was skipped. No action was taken.

5. Discussion and possible consideration and appropriate action related to the approval of Resolution 2019-02, A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SKIATOOK AND THE BOARD OF TRUSTEES OF THE SKIATOOK PUBLIC WORKS AUTHORITY AMENDING THE POLICIES AND PROCEDURES MANUAL OF THE CITY OF SKIATOOK, ARTICLE 2, WAGES AND BENEFITS, SECTION 2.3(E), FRINGE BENEFITS--VACATION LEAVE--COMPENSATION FOR ACCRUED LEAVE.

Motion was made by Chairman Young and 2nd by Councilor Edens to approve Resolution 2019-02, A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SKIATOOK AND THE BOARD OF TRUSTEES OF THE SKIATOOK PUBLIC WORKS AUTHORITY AMENDING THE POLICIES AND PROCEDURES MANUAL OF THE CITY OF SKIATOOK, ARTICLE 2, WAGES AND BENEFITS, SECTION 2.3(E), FRINGE BENEFITS--VACATION LEAVE--COMPENSATION FOR ACCRUED LEAVE.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton

NO: NONE

6. Adjournment

Motion was made by Chairman Young and 2nd by Vice Chairman Forbes to adjourn.

YES: Forbes, Edens, Jech, Young, McGoffin, Upton
NO: NONE

Patrick Young, Chairman

Herb Forbes, Vice Chairman

Robin Edens, Trustee

Joyce Jech, Trustee

VACANT, Trustee

Shirley Lett, City Clerk

Geoff McGoffin, Trustee

Date Minutes Approved:

Roger Upton, Trustee