

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, MAY 12, 2020 6:00 P.M., MUNICIPAL BOARDROOM**

VIDEO CONFERENCING INFORMATION

Due to the COVID-19 pandemic, some members of the Skiatook City Council/Skiatook Public Works Authority will participate in the meeting by video conferencing methods. Any member of the public may attend the meeting in-person at the above address or access the meeting via video conferencing means by calling the City Clerk at 396-2797 ext. 106, and requesting the video conferencing information.

1. Call to Order

The meeting was called to order by Mayor Forbes at 6:00 p.m. via Zoom Video Conference and in the Municipal Boardroom.

2. Opening Business

- a. Invocation by Brad White, Public Works Director
- b. Flag Salute by Jim Annas, Fire Chief
- c. Roll Call by Shirley Lett, City Clerk

PRESENT: Via Zoom: Herb Forbes, Robin Edens, Geoff McGoffin Cody Fuentes,
In Person: Joyce Jech, Linda Loftis, Stephanie Upton

ABSENT: None

STAFF: Shirley Lett, 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 April 14, 2020 Regular Meeting.
- B. Approval of Purchase Orders/Warrants for 04/23/20: (#135644-#135696)

i.	General Fund	\$31,812.31
ii.	Cemetery Fund	\$544.05
iii.	Airport Fund	\$300.00
iv.	One Cent Capital Projects	\$29,750.00
v.	One/Half Cent Capital Projects	\$35,197.68
vi.	Payroll (04-24-20)	\$204,818.92
- C. Approval of Purchase Orders/Warrants for 05/07/20: (#135783-#135876)

i.	General Fund	\$53,222.64
ii.	Cemetery Fund	\$318.34
iii.	Airport Fund	\$548.43
iv.	Court Fund	\$29.34
v.	One Cent Capital Projects	\$10,850.00
vi.	One/Half Cent Cap Projects	\$325,298.31
vii.	Payroll (05-08-20)	\$157,936.29
- D. Budget Amendment to Revenue Line Item 01-338 (General Miscellaneous) and Supplemental Appropriation to Expense Line Item 01-405-610 (Police Department Capital Outlay) in the amount of \$5,000.00 for a Cherokee Nation LEF Grant.

Motion was made by Councilor McGoffin and 2nd by Vice Mayor Edens to approve the Consent Agenda.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes
 NO: NONE

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

Item was skipped. No action was taken.

5. Public hearing regarding the 2020-2021 fiscal year proposed budget for the City of Skiatook General Fund and the Skiatook Public Works Authority

6. Discussion regarding the 2020-2021 fiscal year proposed budget for the City of Skiatook General Fund and the Skiatook Public Works Authority.

7. Public hearing regarding the Skiatook Central Park Phase II project.

8. Discussion regarding the possible 2020 Fantasy in the Sky fireworks display event.

9. Discussion and possible consideration and appropriate action related to the approval of an Audit Engagement Letter with Crawford and Associates, P.C. for financial auditing services for the period from July 1, 2020 through June 30, 2021.

Motion was made by Mayor Forbes and 2nd by Councilor McGoffin to approve an Audit Engagement Letter with Crawford and Associates, P.C. for financial auditing services for the period from July 1, 2020 through June 30, 2021.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes
 NO: NONE

10. Discussion and possible consideration and appropriate action related to the approval of the ratification of the Skiatook Economic Development Authority's approval of a Subordination Agreement for the Oak Timbers Apartments in Skiatook.

Motion was made by Councilor McGoffin and 2nd by Councilor Fuentes to approve the ratification of the Skiatook Economic Development Authority's approval of a Subordination Agreement for the Oak Timbers Apartments in Skiatook.

YES: Forbes, Edens, Jech, Loftis, McGoffin, Fuentes
 NO: NONE
 ABSTAIN: Upton

11. City Manager's Report:

- **Highway 20 and Javine Hill Road**
- **Skiatook Pool or Splash Pad at Skiatook Central Park**

****If any citizen should have a comment or concern they wish to express or have heard, please feel free to contact the City Manager's Office at (918) 396-2797 x113****

12. Adjournment.

Motion was made by Mayor Forbes and 2nd by Councilor Fuentes to adjourn.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes
 NO: NONE

Herb Forbes, Mayor

Stephanie Upton, Councilor

Robin Edens, Vice Mayor

Joyce Jech, Councilor

Linda Loftis, Councilor

Shirley Lett, City Clerk

Geoff McGoffin, Councilor

Date Minutes Approved:

Cody Fuentes, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, MAY 12, 2020 6:00 P.M., MUNICIPAL BOARDROOM**

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1. Call to Order

The meeting was called to order by Chairman Forbes at 6:55 pm via Zoom Video Conference and in the Municipal Boardroom.

2. Roll Call

PRESENT: VIA ZOOM: Herb Forbes, Robin Edens, Geoff McGoffin, Cody Fuentes
IN PERSON: Joyce Jech, Linda Loftis, Stephanie Upton
ABSENT: NONE
STAFF: Shirley Lett, 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 April 14, 2020 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 04/23/20: (#135644-#135696)
 - i. SPWA \$200,356.58
 - ii. Payroll (04-24-20) \$77,148.49
- c. Approval of Purchase Orders/Warrants for 05/07/20: (#135783-#135876)
 - i. SPWA \$571,981.01
 - ii. Payroll (05-08-20) \$50,448.49

Motion was made by Trustee McGoffin and 2nd by Trustee Upton to approve the Consent Agenda.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes
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 a Master Mutual Aid Memorandum of Understanding between the Grand River Dam Authority (GRDA) and the Skiatook Public Works Authority.

Motion was made by Trustee McGoffin and 2nd by Trustee Upton to approve a Master Mutual Aid Memorandum of Understanding between the Grand River Dam Authority (GRDA) and the Skiatook Public Works Authority.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes
NO: NONE

6. Adjournment

Motion was made by Chairman Forbes and 2nd by Trustee Fuentes to adjourn.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes
NO: NONE

Herb Forbes, Chairman

Stephanie Upton, Trustee

Robin Edens, Vice Chairman

Joyce Jech, Trustee

Linda Loftis, Trustee

Shirley Lett, City Clerk

Geoff McGoffin, Trustee

Date Minutes Approved:

Cody Fuentes, Trustee