

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, AUGUST 11, 2020 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

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

2. Opening Business

- a. Invocation by Trey Harper, Skiatook Christian Church
- b. Flag Salute by Billy Wakefield, Police Chief
- c. Roll Call by Shirley Lett, City Clerk

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

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 July 14, 2020 Regular Meeting.
- B. Approval of Purchase Orders/Warrants for 07/23/20: (#136516-#136604)

i.	General Fund	\$48,885.39
ii.	Cemetery Fund	\$264.58
iii.	Airport Fund	\$18,650.00
iv.	One Cent Capital Projects	\$15,563.00
v.	Payroll (07-17-20)	\$135,928.06
- C. Approval of Purchase Orders/Warrants for 08/06/20: (#136663-#136767)

i.	General Fund	\$142,701.49
ii.	Cemetery Fund	\$1,157.08
iii.	Airport Fund	\$1,166.02
iv.	Court Fund	\$877.62
v.	One Cent Capital Projects	\$13,681.27
vi.	One/Half Cent Cap Projects	\$53,595.00
vii.	Payroll (07-31-20)	\$225,316.04
- D. Approval of Budget Amendment to Revenue Line Item 01-338 (Miscellaneous) and Supplemental Appropriation to Expense Line Item 01-406-610 (Fire Department Capital Outlay) in the amount of \$3,500.00 for a Cherokee Nation Grant.
- E. Approval of Budget Amendment to Revenue Line Item 01-338 (Miscellaneous) and Supplemental Appropriation to Expense Line Item 01-405-610 (Police Department Capital Outlay) in the amount of \$500.00 for a donation made by Declue Medical, LLC.
- F. Approval of Budget Amendment to Revenue Line Item 01-338 (Miscellaneous) and Supplemental Appropriation to Expense Line Item 01-406-610 (Fire Department Capital Outlay) in the amount of \$500.00 for a donation made by Declue Medical, LLC.

Motion was made by Councilor Jech and 2nd by Councilor 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. **Presentation of a retirement plaque to Michal Davis in recognition of his years of service to the City of Skiatook.**
6. **Presentation of the Oklahoma Municipal Alliance Ray Duffy Personal Service Award to Trey Harper.**
7. **Recognition of the promotion of Steve Haley to Deputy Police Chief by Police Chief Billy Wakefield.**
8. **Presentation of Certificates of Appreciation to Mason Strachan and Joey Breckon for their Eagle Scout projects done at the Old Skiatook Cemetery.**
9. **Reading of a proclamation declaring September 8, 2020 as "Lissencephaly Awareness Day".**
10. **Discussion and possible consideration and appropriate action related to the approval of the issuance of a permit to the American Legion Post 131 to have the 2020 Veteran's Day Parade on Saturday, November 7, 2020 starting at 10:00 AM.**

Motion was made by Councilor McGoffin and 2nd by Vice Mayor Edens to approve the issuance of a permit to the American Legion Post 131 to have the 2020 Veteran's Day Parade on Saturday, November 7, 2020 starting at 10:00 AM.

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

11. **Discussion and possible consideration and appropriate action related to the approval of the issuance of a permit to the Skiatook Chamber of Commerce to have the 2020 Pioneer Day Parade on Saturday, September 26, 2020 starting at 9:00 AM.**

Motion was made by Mayor Forbes and 2nd by Councilor Fuentes to approve the issuance of a permit to the Skiatook Chamber of Commerce to have the 2020 Pioneer Day Parade on Saturday, September 26, 2020 starting at 9:00 AM.

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

12. **Discussion and possible consideration and appropriate action related to the request by the Skiatook Youth Softball Association to hold an overnight softball tournament at the Skiatook Sports Complex on August 22, 2020.**

Motion was made by Mayor Forbes and 2nd by Councilor Fuentes to take no action on this item.

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

13. **Discussion and possible consideration and appropriate action related to the approval of Ordinance 2020-02, AN ORDINANCE CHANGING AND AMENDING THE ZONING CLASSIFICATION FROM RS-3 (RESIDENTIAL SINGLE FAMILY) DISTRICT TO CG (COMMERCIAL GENERAL) DISTRICT OF LOTS 17, 18, 19, 20, 21, 22, 23, AND 24, BLOCK 31, ORIGINAL TOWN OF SKIATOOK, CITY OF SKIATOOK, TULSA COUNTY, OKLAHOMA, AS SET FORTH IN ZONING APPLICATION NO. SKZ-202, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EFFECTIVE DATE.**

Motion was made by Councilor McGoffin and 2nd by Vice Mayor Edens to approve Ordinance 2020-02, AN ORDINANCE CHANGING AND AMENDING THE ZONING CLASSIFICATION FROM RS-3 (RESIDENTIAL SINGLE FAMILY) DISTRICT TO CG (COMMERCIAL GENERAL) DISTRICT OF LOTS 17, 18, 19, 20, 21, 22, 23, AND 24, BLOCK 31, ORIGINAL TOWN OF SKIATOOK, CITY OF SKIATOOK, TULSA COUNTY, OKLAHOMA, AS SET FORTH IN ZONING APPLICATION NO. SKZ-202, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EFFECTIVE DATE.

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

14. Discussion and possible consideration and appropriate action related to the approval of Ordinance 2020-03, AN ORDINANCE ANNULING, CLOSING, VACATING, AND DISCONTINUING THE PUBLIC ALLEY, RIGHT-OF-WAY AND EASEMENT LYING WITHIN BLOCK 16, THE ORIGINAL TOWN OF SKIATOOK, CITY OF SKIATOOK, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED AMENDED PLAT THEREOF, MORE PARTICULARLY DESCRIBED HEREINAFTER; RESERVING THE RIGHT TO RE-OPEN AND DECLARING AN EMERGENCY.

Motion was made by Mayor Forbes and 2nd by Councilor Upton to approve Ordinance 2020-03, AN ORDINANCE ANNULING, CLOSING, VACATING, AND DISCONTINUING THE PUBLIC ALLEY, RIGHT-OF-WAY AND EASEMENT LYING WITHIN BLOCK 16, THE ORIGINAL TOWN OF SKIATOOK, CITY OF SKIATOOK, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED AMENDED PLAT THEREOF, MORE PARTICULARLY DESCRIBED HEREINAFTER; RESERVING THE RIGHT TO RE-OPEN AND DECLARING AN EMERGENCY.

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

15. Discussion and possible consideration and appropriate action related to the approval the Emergency Clause for Ordinance 2020-03.

Motion was made by Councilor McGoffin and 2nd by Councilor Fuentes to approve the Emergency Clause for Ordinance 2020-03.

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

16. Discussion and possible consideration and appropriate action related to the approval of Ordinance 2020-04, AN ORDINANCE ANNULING, CLOSING, VACATING, AND DISCONTINUING THE PUBLIC ALLEY, RIGHT-OF-WAY AND EASEMENT LYING WITHIN BLOCK 10, VINEYARD ADDITION, THE CITY OF SKIATOOK, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED AMENDED PLAT THEREOF, MORE PARTICULARLY DESCRIBED HEREINAFTER; RESERVING THE RIGHT TO RE-OPEN AND DECLARING AN EMERGENCY.

Motion was made by Mayor Forbes and 2nd by Councilor McGoffin to approve Ordinance 2020-04, AN ORDINANCE ANNULING, CLOSING, VACATING, AND DISCONTINUING THE PUBLIC ALLEY, RIGHT-OF-WAY AND EASEMENT LYING WITHIN BLOCK 10, VINEYARD ADDITION, THE CITY OF SKIATOOK, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED AMENDED PLAT THEREOF, MORE PARTICULARLY DESCRIBED HEREINAFTER; RESERVING THE RIGHT TO RE-OPEN AND DECLARING AN EMERGENCY.

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

17. Discussion and possible consideration and appropriate action related to the approval of the Emergency Clause for Ordinance 2020-04.

Motion was made by Mayor Forbes and 2nd by Vice Mayor Edens to approve the Emergency Clause for Ordinance 2020-04.

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

18. Discussion and possible consideration and appropriate action related to the approval of Ordinance 2020-05, AN ORDINANCE RELEASING, TERMINATING, ANNULLING, CLOSING, VACATING, AND DISCONTINUING PUBLIC USE OF A CERTAIN PORTION OF THE PUBLIC EASEMENT LYING WITHIN LOT 1, BLOCK 1, TOMCO ADDITION, THE CITY OF SKIATOOK, OSAGE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED AMENDED PLAT THEREOF, MORE PARTICULARLY DESCRIBED HEREINAFTER; AND DECLARING AN EMERGENCY.

Motion was made by Mayor Forbes and 2nd by Councilor Upton to approve Ordinance 2020-05, AN ORDINANCE RELEASING, TERMINATING, ANNULLING, CLOSING, VACATING, AND DISCONTINUING PUBLIC USE OF A CERTAIN PORTION OF THE PUBLIC EASEMENT LYING WITHIN LOT 1, BLOCK 1, TOMCO ADDITION, THE CITY OF SKIATOOK, OSAGE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE RECORDED AMENDED PLAT THEREOF, MORE PARTICULARLY DESCRIBED HEREINAFTER; AND DECLARING AN EMERGENCY.

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

19. Discussion and possible consideration and appropriate action related to the approval of the Emergency Clause for Ordinance 2020-05.

Motion was made by Mayor Forbes and 2nd by Councilor Fuentes to approve the Emergency Clause for Ordinance 2020-05.

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

20. Discussion and possible consideration and appropriate action relating to Resolution 2020-11; A JOINT RESOLUTION OF THE CITY OF SKIATOOK AND THE SKIATOOK PUBLIC WORKS AUTHORITY, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND PREPARE, SUBJECT TO SUBSEQUENT APPROVAL BY THE CITY COUNCIL AND THE TRUSTEES OF THE SKIATOOK PUBLIC WORKS AUTHORITY, A REAL ESTATE AGREEMENT CONTAINING A PROVISION FOR CONVEYANCE OF CERTAIN REAL PROPERTY WITH TJCC LLC, FOR ECONOMIC DEVELOPMENT OF CURRENTLY UNIMPROVED REAL PROPERTY, PREVIOUSLY COMMONLY DESCRIBED AS THE "TIGER PARK" SPORTS BALL PARK AREA BEING LOCATED GENERALLY AT 1000 SOUTH LENAPAH AVENUE AND 3600 WEST OAK STREET (THE SOUTHEAST CORNER AREA OF WEST OAK STREET AND SOUTH LENAPAH AVENUE) KNOWN AS THE "TIGER PARK" SPORTS BALLPARK AREA (LEGAL DESCRIPTION: N/2 OF THE NW/4 OF THE NW/4 OF SECTION 28, TOWNSHIP 22 NORTH, RANGE 12 EAST, OSAGE COUNTY, OKLAHOMA).

Motion was made by Councilor McGoffin and 2nd by Councilor Fuentes to approve Resolution 2020-11; A JOINT RESOLUTION OF THE CITY OF SKIATOOK AND THE SKIATOOK PUBLIC WORKS AUTHORITY, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND PREPARE, SUBJECT TO SUBSEQUENT APPROVAL BY THE CITY COUNCIL AND THE TRUSTEES OF THE SKIATOOK PUBLIC WORKS AUTHORITY, A REAL ESTATE AGREEMENT CONTAINING A PROVISION FOR CONVEYANCE OF CERTAIN REAL PROPERTY WITH TJCC LLC, FOR ECONOMIC DEVELOPMENT OF CURRENTLY UNIMPROVED REAL PROPERTY, PREVIOUSLY COMMONLY DESCRIBED AS THE "TIGER PARK" SPORTS BALL PARK AREA BEING LOCATED GENERALLY AT 1000 SOUTH LENAPAH AVENUE AND 3600 WEST OAK STREET (THE SOUTHEAST CORNER AREA OF WEST OAK STREET AND SOUTH LENAPAH AVENUE) KNOWN AS THE "TIGER

PARK" SPORTS BALLPARK AREA (LEGAL DESCRIPTION: N/2 OF THE NW/4 OF THE NW/4 OF SECTION 28, TOWNSHIP 22 NORTH, RANGE 12 EAST, OSAGE COUNTY, OKLAHOMA).

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

21. Discussion and possible consideration and appropriate action relating to approval of Ordinance 2020-06; AN ORDINANCE GRANTING A NONEXCLUSIVE PERMIT TO COXCOM, LLC., ITS SUCCESSORS AND ASSIGNS TO CONSTRUCT, OPERATE AND MAINTAIN A CABLE SYSTEM WITHIN THE CITY OF SKIATOOK, OKLAHOMA FOR A PERIOD NOT TO EXCEED FIVE YEARS; DEFINING THE NATURE OF THE AGREEMENT; STATING THE OBLIGATIONS OF COXCOM, LLC.; STATING THE OBLIGATIONS OF THE CITY; PROVIDING FOR CODIFICATION AND DECLARING AN EMERGENCY.

Motion was made by Mayor Forbes and 2nd by Councilor Jech to approve Ordinance 2020-06; AN ORDINANCE GRANTING A NONEXCLUSIVE PERMIT TO COXCOM, LLC., ITS SUCCESSORS AND ASSIGNS TO CONSTRUCT, OPERATE AND MAINTAIN A CABLE SYSTEM WITHIN THE CITY OF SKIATOOK, OKLAHOMA FOR A PERIOD NOT TO EXCEED FIVE YEARS; DEFINING THE NATURE OF THE AGREEMENT; STATING THE OBLIGATIONS OF COXCOM, LLC.; STATING THE OBLIGATIONS OF THE CITY; PROVIDING FOR CODIFICATION AND DECLARING AN EMERGENCY.

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

22. Discussion and possible consideration and appropriate action related to the approval of the Emergency Clause for Ordinance 2020-06.

Motion was made by Councilor McGoffin and 2nd by Councilor Fuentes to approve the Emergency Clause for Ordinance 2020-06.

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

23. Discussion and possible consideration and appropriate action relating to approval of a Pole Attachment Agreement between the City of Skiatook and CoxCom, LLC regarding use of the City's utility poles to attach cables and related communications equipment.

Motion was made by Mayor Forbes and 2nd by Councilor McGoffin to table this item until the September 8, 2020 meeting.

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

24. Discussion and possible consideration and appropriate action related to the approval of the Collective Bargaining Agreement between the City of Skiatook and the Fraternal Order of Police, Lodge #166, for fiscal year 2020-2021.

Motion was made by Councilor McGoffin and 2nd by Councilor Upton to approve the Collective Bargaining Agreement between the City of Skiatook and the Fraternal Order of Police, Lodge #166, for fiscal year 2020-2021.

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

25. Discussion and possible consideration and appropriate action related to the approval of the purchase of two (2) 2020 Chevrolet Tahoe vehicles for the Police department from Carter Chevrolet Agency, LLC in Okarche, Oklahoma at the state bid price of \$33,601.00 per vehicle.

Motion was made by Councilor McGoffin and 2nd by Vice Mayor Edens to approve the purchase of two (2) 2020 Chevrolet Tahoe vehicles for the Police department from Carter Chevrolet Agency, LLC in Okarche, Oklahoma at the state bid price of \$33,601.00 per vehicle.

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

26. City Manager’s Report:

- **Update on Road Projects.**
- **Update on refuse bins behind Luigi’s restaurant.**

****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****

27. Adjournment.

Motion was made by Councilor McGoffin 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, AUGUST 11, 2020 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Forbes at 6:50 pm in the Municipal Boardroom.

2. Roll Call

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

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 July 14, 2020 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 07/15/20 & 07/23/20: (#136477 & #136516--#136604)
 - i. SPWA \$228,864.91
 - ii. Payroll (07-17-20) \$61,530.10
- c. Approval of Purchase Orders/Warrants for 08/06/20: (#136663-#136767)
 - i. SPWA \$607,827.77
 - ii. Payroll (07-31-20) \$82,752.02

Motion was made by Trustee Upton and 2nd by Vice Chairman 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. Discussion and possible consideration and appropriate action relating to Resolution 2020-11; A JOINT RESOLUTION OF THE CITY OF SKIATOOK AND THE SKIATOOK PUBLIC WORKS AUTHORITY, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND PREPARE, SUBJECT TO SUBSEQUENT APPROVAL BY THE CITY COUNCIL AND THE TRUSTEES OF THE SKIATOOK PUBLIC WORKS AUTHORITY, A REAL ESTATE AGREEMENT CONTAINING A PROVISION FOR CONVEYANCE OF CERTAIN REAL PROPERTY WITH TJCC LLC, FOR ECONOMIC DEVELOPMENT OF CURRENTLY UNIMPROVED REAL PROPERTY, PREVIOUSLY COMMONLY DESCRIBED AS THE "TIGER PARK" SPORTS BALL PARK AREA BEING LOCATED GENERALLY AT 1000 SOUTH LENAPAH AVENUE AND 3600 WEST OAK STREET (THE SOUTHEAST CORNER AREA OF WEST OAK STREET AND SOUTH LENAPAH AVENUE) KNOWN AS THE "TIGER PARK" SPORTS BALLPARK AREA (LEGAL DESCRIPTION: N/2 OF THE NW/4 OF THE NW/4 OF SECTION 28, TOWNSHIP 22 NORTH, RANGE 12 EAST, OSAGE COUNTY, OKLAHOMA).

Motion was made by Chairman Forbes and 2nd by Trustee Fuentes to approve Resolution 2020-11; A JOINT RESOLUTION OF THE CITY OF SKIATOOK AND THE SKIATOOK PUBLIC WORKS AUTHORITY, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND PREPARE, SUBJECT TO SUBSEQUENT APPROVAL BY THE CITY COUNCIL AND THE TRUSTEES OF THE SKIATOOK PUBLIC WORKS AUTHORITY, A REAL ESTATE AGREEMENT CONTAINING A PROVISION FOR CONVEYANCE OF CERTAIN REAL PROPERTY WITH TJCC LLC, FOR ECONOMIC DEVELOPMENT OF CURRENTLY UNIMPROVED REAL PROPERTY, PREVIOUSLY COMMONLY DESCRIBED AS THE "TIGER PARK" SPORTS BALL PARK AREA BEING LOCATED GENERALLY AT 1000 SOUTH LENAPAH AVENUE AND 3600 WEST OAK STREET

(THE SOUTHEAST CORNER AREA OF WEST OAK STREET AND SOUTH LENAPAH AVENUE) KNOWN AS THE "TIGER PARK" SPORTS BALLPARK AREA (LEGAL DESCRIPTION: N/2 OF THE NW/4 OF THE NW/4 OF SECTION 28, TOWNSHIP 22 NORTH, RANGE 12 EAST, OSAGE COUNTY, OKLAHOMA).

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