

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, APRIL 8, 2014, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

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

2. Invocation

The invocation was given by Pastor Aaron White, GUTS Church.

3. Flag Salute

The flag salute was led by Mr. Brad White, Public Works Director.

4. Roll Call

PRESENT: Randy Sien, Herb Forbes, David Sutherland, Joyce Jech, Patrick Young, Kevin Paslay,
Eugene Jones

ABSENT: None

STAFF: Dan Yancey, Shirley Lett, other staff members

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

- A. Approval of minutes of March 25, 2014 regular meeting.
- B. Approval of Purchase Orders/Warrants: (#111546-111644)
 - I. General \$34,648.77
 - II. Cemetery 95.98
 - III. Airport 1,623.90
 - IV. Court 521.52
 - V. One Cent 95,082.74
 - VI. Cemetery perpetual Care 4,880.00
- C. Approval of an amendment to General Fund 01-338 and a supplemental appropriation to General Government Property & Liability Insurance 01-412-517 for \$18,301.00 for reimbursement for unearned premium due to early policy cancellation.
- D. Approval of Resolution 2014-13; a resolution of the City Council of the City of Skiatook, Oklahoma, authorizing the purchase of real property pursuant to a contract for sale of real estate dated March 3, 2014, and payment of the purchase priced and closing expenses.

Motion was made by Councilor Sutherland, 2nd by Councilor Paslay to approve Consent Agenda and Addendum.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones

NO: None

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

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

7. Consideration and appropriate action relating to granting a permit to Reverend Dianna Izquierdo, 318 E. 2nd, Skiatook, OK 74070 to operate a community wide sunrise service to be held from 6:45 a.m.-8:00 a.m., Sunday, April 20, 2014 (Easter Sunday) at Skiatook Central Park.

Motion was made by Councilor Sutherland, 2nd by Councilor Jones to grant a permit to Reverend Dianna Izquierdo, 318 E. 2nd, Skiatook, OK 74070 to operate a community wide sunrise service to be held from 6:45 a.m.-8:00 a.m., Sunday, April 20, 2014 (Easter Sunday) at Skiatook Central Park.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None

8. **Consideration and appropriate action relating to Ordinance 2014-10; an Ordinance levying and assessing a sales tax of one half of one percent (0.5%) in addition to present sales taxes upon the gross receipts or proceeds on certain sales as here in defined; providing for the purpose of the one half of one percent (0.5%) sales tax; defining terms; prescribing procedures, remedies, lien and fixing penalties; fixing effective date; and making provisions severable.**

Motion was made by Mayor Sien, 2nd by Councilor Young to approve Ordinance 2014-10; an Ordinance levying and assessing a sales tax of one half of one percent (0.5%) in addition to present sales taxes upon the gross receipts or proceeds on certain sales as here in defined; providing for the purpose of the one half of one percent (0.5%) sales tax; defining terms; prescribing procedures, remedies, lien and fixing penalties; fixing effective date; and making provisions severable.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None

9. **Consideration and appropriate action relating to Resolution 2014-12; a resolution authorizing the calling and holding of an election to be held in the City of Skiatook, Oklahoma, on the 24th day of June, 2014, for the purpose of submitting to the registered, qualified voters of said City the question of whether Ordinance 2014-10 adopted the 8th day of April, 2014, shall be approved which levies and assesses a sales tax of one half of one percent (0.5%) sales tax; defines terms; prescribes procedures, remedies, lien and fixes penalties; fixes effective date and termination date and making provisions severable; and notifying the Tulsa County election board of the holding of such election.**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to approve Resolution 2014-12; a resolution authorizing the calling and holding of an election to be held in the City of Skiatook, Oklahoma, on the 24th day of June, 2014, for the purpose of submitting to the registered, qualified voters of said City the question of whether Ordinance 2014-10 adopted the 8th day of April, 2014, shall be approved which levies and assesses a sales tax of one half of one percent (0.5%) sales tax; defines terms; prescribes procedures, remedies, lien and fixes penalties; fixes effective date and termination date and making provisions severable; and notifying the Tulsa County election board of the holding of such election.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay
NO: Jones

10. **Consideration and appropriate action relating to Resolution 2014-11; a resolution of the City Council of the City of Skiatook, Oklahoma, amending the Rules and Regulations of the Osage Garden Cemetery.**

Motion was made by Councilor Young, 2nd by Councilor Forbes to approve Resolution 2014-11; a resolution of the City Council of the City of Skiatook, Oklahoma, amending the Rules and Regulations of the Osage Garden Cemetery.

YES: Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: Sien (ABSTAIN)

11. **Consideration and appropriate action relating to approval of Ordinance 2014-08; an ordinance amending the employee retirement system, defined benefit plan for retirees only for the City of Skiatook, Oklahoma by adopting a revised and restated retirement plan; providing retirement benefits for eligible employees of the City of Skiatook, Oklahoma; providing for purpose and organization; providing for definitions; providing for eligibility and participation; providing for non-alienation of benefits; loss of benefits for cause and limitations of benefits; providing for employer and employee contributions; providing for accounting, allocation, and valuation; providing benefits; providing for required notice; providing for amendments and termination; providing for transfer to and from other plans; creating a retirement committee and providing for powers, duties, and rights of retirement committee; providing for payment of certain obligations; providing for duration and payment of expenses; providing for effective date; providing for vesting schedules; providing for a fund to finance the system to be pooled with other incorporated cities, towns and their agencies and instrumentalities for purposes of administration, management, and investment as part of the Oklahoma Municipal Retirement Fund; providing for payment of all contributions under the system to the Oklahoma Municipal Retirement Fund for management and investment; providing for repealer and severability; adopting those amendments mandated by the Internal Revenue Code; and declaring an emergency.**

Motion was made by Councilor Sutherland, 2nd by Councilor Jones to approve Ordinance 2014-08; an ordinance amending the employee retirement system, defined benefit plan for retirees only for the City of Skiatook, Oklahoma by adopting a revised and restated retirement plan; providing retirement benefits for eligible employees of the City of Skiatook, Oklahoma; providing for purpose and organization; providing for definitions; providing for eligibility and participation; providing for non-alienation of benefits; loss of benefits for cause and limitations of benefits; providing for employer and employee contributions; providing for accounting, allocation, and valuation; providing benefits; providing for required notice; providing for amendments and termination; providing for transfer to and from other plans; creating a retirement committee and providing for powers, duties, and rights of retirement committee; providing for payment of certain obligations; providing for duration and payment of expenses; providing for effective date; providing for vesting schedules; providing for a fund to finance the system to be pooled with other incorporated cities, towns and their agencies and instrumentalities for purposes of administration, management, and investment as part of the Oklahoma Municipal Retirement Fund; providing for payment of all contributions under the system to the Oklahoma Municipal Retirement Fund for management and investment; providing for repealer and severability; adopting those amendments mandated by the Internal Revenue Code; and declaring an emergency.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
 NO: None

12. **Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2014-08.**

Motion was made by Mayor Sien, 2nd by Councilor Jech to approve an emergency clause for Ordinance 2014-08.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
 NO: None

13. **Consideration and appropriate action relating to Ordinance 2014-09; an ordinance amending the employee retirement system, Defined Contribution Plan for the City of Skiatook, Oklahoma; providing retirement benefits for eligible employees of the City of Skiatook, Oklahoma; pertaining to definition of compensation; pertaining to plan design; providing for repealer and severability; and declaring an emergency.**

Motion was made by Councilor Sutherland, 2nd by Councilor Jech to approve Ordinance 2014-09; an ordinance amending the employee retirement system, Defined Contribution Plan for the City of Skiatook, Oklahoma; providing retirement benefits for eligible employees of the City of Skiatook, Oklahoma; pertaining to definition of compensation; pertaining to plan design; providing for repealer and severability; and declaring an emergency.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None

14. **Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2014-09.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to approve an emergency clause for Ordinance 2014-09.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None

15. **PUBLIC HEARING to determine if a structure located at 1402 W. Rogers has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to open the Public Hearing.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None

Motion was made by Mayor Sien, 2nd by Councilor Forbes to close the Public Hearing.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None

16. **Consideration and appropriate action relating to a structure located at 1402 W. Rogers has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Councilor Sutherland, 2nd by Mayor Sien to order abatement at 1402 W. Rogers which has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property and setting a deadline of May 26th.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None

17. **PUBLIC HEARING to determine if a structure located at 108 E. Maple has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Young to open the Public Hearing.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to close the Public Hearing.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones

NO: None

18. **Consideration and appropriate action relating to a structure located at 108 E. Maple has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Young to allow Mr. Cox until June 10th to bring the property into compliance.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones

NO: None

19. **Consideration and appropriate action relating to the Skiatook Economic Development Authority's recommendation to appoint Scott Bodley and Jerry Brown to fill the two (2) "citizen" member seats on the Skiatook Economic Development Authority (SEDA).**

Motion was made by Councilor Sutherland, 2nd by Councilor Jech to approve the Skiatook Economic Development Authority's recommendation to appoint Scott Bodley and Jerry Brown to fill the two (2) "citizen" member seats on the Skiatook Economic Development Authority (SEDA).

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones

NO: None

20. **Consideration and appropriate action relating to an amendment to the General Fund for \$7,500.00 to Line Item 01-338 representing a donation from Grand River Dam Authority and approval of a supplemental appropriation to the Economic Development Capital Outlay to Line Item 01-415-610.**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to approve an amendment to the General Fund for \$7,500.00 to Line Item 01-338 representing a donation from Grand River Dam Authority and approval of a supplemental appropriation to the Economic Development Capital Outlay to Line Item 01-415-610.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones

NO: None

21. **City Managers Report**

A. Presentation to David Truelove

Mr. Yancey presented David Truelove a plaque for years of service in light of his retirement.

B. Capital Projects

LandPlan will be presenting the Main Street Project on April 29, 2014 at the Regular City Council Meeting.

C. Police and Fire Department

Mr. Yancey reported that Fire Chief Chad Collins resigned his position effective immediately.

22. **Public Comment Forum**

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

23. **Adjournment.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to adjourn.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones

NO: None

Randy Sien, Mayor

David Sutherland, Vice-Mayor

Shirley Lett, City Clerk Treasurer

Date Minutes Approved:

Herb Forbes, Councilor

Joyce Jech, Councilor

Patrick Young, Councilor

Kevin Paslay, Councilor

Eugene Jones, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, APRIL 8, 2014, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Mayor Sien at 7:30 p.m. in the Municipal Boardroom.

4. Roll Call

PRESENT: Randy Sien, Herb Forbes, David Sutherland, Joyce Jech, Patrick Young, Kevin Paslay, Eugene Jones

ABSENT: None

STAFF: Dan Yancey, Shirley Lett, other staff members

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

A. Approval of minutes of March 25, 2014 regular meeting.

B. Approval of Purchase Orders/Warrants: (#111546-111644)

I. SPWA \$186,978.08

Motion was made by Trustee Sutherland, 2nd by Trustee Young to approve Consent Agenda.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones

NO: None

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

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

7. City Managers Report

A. Capital Projects

Senior Citizen went back out for bid on concrete.

8. Adjournment

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to adjourn.

YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones

NO: None

Randy Sien, Chairman

Herb Forbes, Trustee

David Sutherland, Vice-Chairman

Joyce Jech, Trustee

Patrick Young, Trustee

Shirley Lett, Secretary

Kevin Paslay, Trustee

Date Minutes Approved:

Eugene Jones, Trustee

