

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, January 26, 2016 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

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

2. Opening Business

- a. Invocation- Jerald Freeman, Ascension Church
- b. Flag Salute- Billy Wakefield, Police Captain
- c. Roll Call- Shirley Lett, City Clerk

PRESENT: Herb Forbes, David Sutherland, Joyce Jech, Patrick Young, Patty Ceska, Kevin Paslay, Shawn Martin

ABSENT: None

STAFF: Shirley Lett 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 January 12, 2016 regular meeting.
- B. Approval of Purchase Orders/Warrants: (#119745-#119829)

I. General	\$59,246.74
II. Cemetery	\$64.19
III. Airport	\$0.00
IV. Court	\$0.00
V. One Cent	\$15,386.50
- C. Approval of Budget Amendment to Revenue Line Item 01-338 (General Miscellaneous)-Dare Program in the amount of \$150.00.
- D. Approval of Supplemental Appropriation to Expense Line Item 01-405-505 (Police Department)-Dare Program in the amount of \$150.00.
- E. Approval of Budget Amendment to Revenue Line Item 01-338 (General Miscellaneous)-Dare Program Donation from Covenant Restorations, Inc. in the amount of \$250.00.
- F. Approval of Supplemental Appropriation to Expense Line Item 01-405-505 (Police Department)-Dare Program in the amount of \$250.00.

Motion was made by Councilor Young and 2nd by Councilor Paslay to approve Consent Agenda as written.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin

NO: NONE

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

Item was skipped. No action taken.

5. Public Hearing on road improvements.

6. Consideration and appropriate action related to Resolution 2016-04, a Resolution the City Council of the City of Skiatook, Oklahoma, expressing support for the Skiatook Gateway Village Vision Plan.

Motion was made by Mayor Sutherland and 2nd by Councilor Ceska to approve Resolution 2016-04, a Resolution the City Council of the City of Skiatook, Oklahoma, expressing support for the Skiatook Gateway Village Vision Plan.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
NO: NONE

7. Consideration and appropriate action related to whether a structure located at 101 E. 2nd 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 possible order of removal of the structure and/or structures located on the property.

Motion was made by Mayor Sutherland and 2nd by Councilor Forbes to table until the February 23, 2016 meeting.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
NO: NONE

8. Consideration and appropriate action related to whether a structure located at 114 E. Elm 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 possible order of removal of the structure and/or structures located on the property.

Motion was made by Mayor Sutherland and 2nd by Councilor Jech to determine that a structure located at 114 E. Elm 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 action related to abatement of the condition of the property and order the removal of the structure and/or structures located on the property.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
NO: NONE

9. Public hearing regarding Planned Unit Development Application No. SKPUD 2016-01 and the Outline Development Plan for the proposed "Skiatook Senior Living" project generally located at 200 North Osage Avenue, at the Northwest corner of West 2nd Street and North Osage Avenue.

10. Discussion and appropriate action related to Planned Unit Development Application No. SKPUD 2016-01 and Outline Development Plan for the proposed "Skiatook Senior Living" project generally located at 200 North Osage Avenue, and the Northwest corner of West 2nd Street and North Osage Avenue.

Motion was made by Councilor Young and 2nd by Councilor Jech to approve Planned Unit Development Application No. SKPUD 2016-01 and Outline Development Plan for the proposed "Skiatook Senior Living" project generally located at 200 North Osage Avenue, and the Northwest corner of West 2nd Street and North Osage Avenue.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
NO: NONE

11. Consideration and appropriate action related to the approval of addendum audit engagement letter with Arledge & Associates, P.C., related to the FY 2015 audit.

Motion was made by Councilor Forbes and 2nd by Councilor Young to approve addendum audit engagement letter with Arledge & Associates, P.C., related to the FY 2015 audit.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
NO: NONE

12. City Manager’s Report

a. Citizen’s input on the Skiatook 2035 Master Plan.

13. 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.*

14. Adjournment.

Motion was made by Mayor Sutherland and 2nd by Councilor Ceska to adjourn.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
NO: NONE

David Sutherland, Mayor

Herb Forbes, Councilor

Patrick Young, Vice Mayor

Joyce Jech, Councilor

Patty Ceska, Councilor

Shirley Lett Clerk/Treasurer

Kevin Paslay, Councilor

Date Minutes Approved:

Shawn Martin, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, January 26, 2016 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Sutherland at 6:35 pm in the Municipal Boardroom.

2. Roll Call

PRESENT: Herb Forbes, David Sutherland, Joyce Jech, Patrick Young, Patty Ceska, Kevin Paslay, Shawn Martin
 ABSENT: None
 STAFF: Shirley Lett 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 January 12, 2016 regular meeting.
- b. Approval of Purchase Orders/Warrants: (#119745-119829)
 - I. SPWA \$155,022.15

Motion was made by Trustee Young and 2nd by Trustee Paslay to approve the Consent Agenda as written.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
 NO: NONE

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

Item was skipped. No action taken.

5. Consideration and appropriate action related to the authorization of a purchase of capacitors from Diversified Electric Supply Co. in an amount not to exceed \$30,000.00.

Motion was made by Trustee Young and 2nd by Trustee Martin to authorize a purchase of capacitors from Diversified Electric Supply Co. in an amount not to exceed \$30,000.00.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
 NO: None

6. Consideration and appropriate action related to authorizing the City Manager to advertise and solicit bids for Commercial Refuse Collection, Removal and Disposal services.

Motion was made by Trustee Forbes and 2nd by Trustee Jech to authorize the City Manager to advertise and solicit bids for Commercial Refuse Collection, Removal and Disposal services.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
 NO: None

7. Consideration and appropriate action related to authorizing the City Manager to go out for bid for tree trimming services.

Motion was made by Chairman Sutherland and 2nd by Trustee Jech to authorize the City Manager to go out for bid for tree trimming services.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
NO: None

8. City Manager's Report

9. Adjournment.

Motion was made by Chairman Sutherland and 2nd by Trustee Ceska to adjourn.

YES: Forbes, Sutherland, Jech, Young, Ceska, Paslay, Martin
NO: None

David Sutherland, Chairman

Herb Forbes, Trustee

Patrick Young, Vice Chairman

Joyce Jech, Trustee

Patty Ceska, Trustee

Shirley Lett, Clerk/Treasurer

Kevin Paslay, Trustee

Date Minutes Approved:

Shawn Martin, Trustee

