

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, NOVEMBER 26, 2013, 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 Eugene Jones, Councilor.

3. Flag Salute

The flag salute was led by Chief Pat Dean, Skiatook Police Department.

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 November 12, 2013 regular meeting and the November 19, 2013 special meeting.

B. Approval of Purchase Orders/Warrants: (#109652-109726)

II.	General	\$43,304.18
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III.	Cemetery	352.60
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IV.	One Cent	150.00
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C. Approval of an amendment to Osage County Drug Task Force Forfeiture 01-338 and a supplemental appropriation to Police Department Capital Outlay 01-405-610 for \$1,092.30.

Motion was made by Councilor David Sutherland, 2nd by Councilor Paslay to approve as printed.

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 approval of a contract between the City of Skiatook and the Skiatook Chamber of Commerce.

Motion was made by Councilor Forbes, 2nd by Councilor Eugene Jones to approve a contract between the City of Skiatook and the Skiatook Chamber of Commerce.

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

NO: None

8. Consideration and appropriate action relating to the appointment of Pam Redmond to the Cemetery Advisory Committee to replace Thora Cohea.

Motion was made by Councilor Sutherland, 2nd by Councilor Paslay to take no action.

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

NO: None

9. **PUBLIC HEARING to determine if a structure located at 709 S. Haynie 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 public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Jones to close public hearing.

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

NO: None

10. **Consideration and appropriate action relating to possible finding that a structure located at 709 S. Haynie 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 removal of the structure.**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland that the City Council find that the structure located at 709 S. Haynie has become dilapidated and is detrimental to the health, safety and welfare of the general public and community and is a fire hazard, and order abatement of the condition of the property and removal of the structure, and fix the date for removal of the dilapidated structure by the property owner to be January 7, 2014.

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

NO: Jones

11. **PUBLIC HEARING to determine if a structure located at 627 S. Osage 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 Forbes to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to close public hearing.

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

NO: None

12. **Consideration and appropriate action relating to possible finding that a structure located at 627 S. Osage 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 removal of the structure.**

Motion was made by Mayor Sien, 2nd by Councilor Jones that the City Council find that the structure located at 627 S. Osage has become dilapidated and is detrimental to the health, safety and welfare of the general public and community and is a fire hazard, and order abatement of the condition of the property and removal of the structure, and fix the date for removal of the dilapidated structure by the property owner to be February 7, 2014.

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

NO: None

13. Consideration and appropriate action relating to an amendment to the General fund for \$1,800.00 to Line Item 01-338 representing a donation from Walmart and approval of a supplemental appropriation to the Fire Department Capital Outlay to Line Item 01-406-610.

Motion was made by Councilor Forbes, 2nd by Councilor Jech to amend the General fund for \$1,800.00 to Line Item 01-338 representing a donation from Walmart and approval of a supplemental appropriation to the Fire Department Capital Outlay to Line Item 01-406-610.

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

NO: None

14. Consideration and appropriate action relating to re-appointment of Geoff McGoffin as a representative to the Vision 2025 Sales Tax Overview Committee.

Motion was made by Councilor Sutherland, 2nd by Councilor Jech to approve the re-appointment of Geoff McGoffin as a representative to the Vision 2025 Sales Tax Overview Committee.

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

NO: None

15. City Managers Report

A. Capital Projects (i.e. Sports Park Bathrooms and sign)

Bathrooms are progressing. The block work is being installed. An Eagle Scout project is in the works for a sign for the Sports Park.

B. Update on property located at 500 E. Third

The deadline for the property is December 13, 2013 we will be discussing this property at the December 10, 2013 Council Meeting.

C. Update on property located at 503 E. Third

There has been no activity on this property by the owners of this property.

D. Update on property located at 411 ½ E. Third

We are in talks with GUTS Church to help with the demolition of this property.

E. Update on properties located at 202, 216 & 218 E. Oak

A dumpster has been delivered to 216 E. Oak. We will be bringing this property back to the council for a possible extension. 218 E. Oak, there has been no activity on this property by the owner of this property.

16. Public Comment Forum

NO ACTION WAS TAKEN.

17. Adjournment.

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

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

NO: None

Randy Sien, Mayor

Herb Forbes, Councilor

David Sutherland, Vice-Mayor

Joyce Jech, Councilor

Patrick Young, Councilor

Shirley Lett, City Clerk Treasurer

Kevin Paslay, Councilor

Date Minutes Approved:

Eugene Jones, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, NOVEMBER 26, 2013, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Sien at 6:35 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 November 12, 2013 regular meeting and the November 19, 2013 special meeting.

B. Approval of Purchase Orders/Warrants: (#109652-109726)

I. SPWA \$27,654.40

D. Approval of an amendment to SPWA Miscellaneous 55-338 and a supplemental appropriation to Water Department Capital Outlay 55-450-610 for \$1,006.20.

E. Approval of the purchase of a submersible chopper pump for the wastewater treatment system in an amount not to exceed \$12,000.00.

F. Approval of the purchase of a replacement control panel for the wastewater treatment system in an amount not to exceed \$14,500.00.

Motion was made by Trustee Sutherland, 2nd by Trustee Paslay to approve as printed.

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

NO: None

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

ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

7. Consideration and appropriate action relating to approval of a services agreement between the Skiatook Public Works Authority and GE Energy Management Services.

Motion was made by Chairman Sien, 2nd by Trustee Jones to approve the services agreement between the Skiatook Public Works Authority and GE Energy Management Services.

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

NO: None

8. Consideration and appropriate action relating to authorizing the City Manager to negotiate a contract for the purchase of property located at 2902 W. 133rd Street North.

Motion was made by Trustee Sutherland, 2nd by Trustee Jech to authorize the City Manager to negotiate a contract for the purchase of property located at 2902 W. 133rd Street North.

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

NO: None

9. City Managers Report

A. Capital Projects

We received bids for the 2 sanitation trucks and the 2 other pickups.

10. Adjournment

Motion was made by Chairman Sien, 2nd by Trustee Forbes 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

