

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, JUNE 25, 2013, 7:00 P.M., MUNICIPAL BOARDROOM**

1. **Call to Order**

The meeting was called to order by Vice-Mayor Sutherland at 7:00 p.m. in the Municipal Boardroom.

2. **Invocation**

The invocation was given by Associate Pastor Scott Neighbors, First Baptist Church.

3. **Flag Salute**

The flag salute was led by Chief John Lawrence, Skiatook Police Department.

4. **Roll Call**

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

ABSENT: Randy Sien

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 June 11, 2013 regular meeting.

B. Approval of Purchase Orders/Warrants: (#107438-107520)

I.	General	\$71,039.52
II.	Cemetery	377.38
III.	Airport	85.00
IV.	One Cent	8,497.50

Motion was made by Councilor Young, 2nd by Councilor Jones to accept as written.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

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

Item was skipped due to approval of Consent Agenda.

7. **Presentation by Citizen relating to private ambulance service and discussion related thereof.**

Item was skipped. Mr. Waters was not present.

8. **Consideration and appropriate action relating to a Citizen's request to address the Council regarding "putting a concession stand on east side of carwash located at 280 W. Rogers".**

Item was skipped. Mr. Bodley was not present.

9. **Consideration and appropriate action relating to approval of the property insurance for the City of Skiatook, effective July 1, 2013 through June 30, 2014.**

Motion was made by Councilor Jones, 2nd by Councilor Forbes to approve the property insurance for the City of Skiatook, effective July 1, 2013 through June 30, 2014.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

Council revisited Agenda Item 7, due to Mr. Waters' arrival at 7:05 p.m.

Mr. Waters made a presentation to the Council relating to private ambulance Service.

10. **Consideration and appropriate action relating to the Council Authorizing the City Manager to draft a policy waiving fees for retired City Employees and volunteer firefighters with ten or more years of service.**

Motion was made by Councilor Young, 2nd by Councilor Jones to authorize the City Manager to draft a policy waiving opening and closing fees for retired City Employees (excluding volunteer firefighters) with ten or more years of service.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

11. **Consideration and appropriate action relating to appointment of a member to the Cemetery Advisory Committee to replace Patrick Young.**

Motion was made by Vice-Mayor Sutherland, 2nd by Councilor Young to appoint Shawn Martin to the Cemetery Advisory Committee to replace Patrick Young.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

12. **Presentation on Code Enforcement Issues.**

David Truelove, Code Enforcement

Mr. Truelove made a presentation non Code Enforcement Issues.

13. **Consideration and appropriate action relating to approval of Ordinance 2013-10; an ordinance amending the provisions of Title 6, Chapter 4 "Offenses and Nuisances", Article G "Nuisances", by establishing new Sections 6-4G-5(D) and 6-4G-5(E) relating to outdoor storage and penalty for violation, containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.**

Motion was made by Councilor Forbes, 2nd by Councilor Young to approve Ordinance 2013-10; an ordinance amending the provisions of Title 6, Chapter 4 "Offenses and Nuisances", Article G "Nuisances", by establishing new Sections 6-4G-5(D) and 6-4G-5(E) relating to outdoor storage and penalty for violation, containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

14. **Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2013-10.**

Motion was made by Councilor Forbes, 2nd by Vice-Mayor Sutherland to approve an emergency clause for Ordinance 2013-10.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

15. **Consideration and appropriate action relating to approval of Ordinance 2013-11; an ordinance amending the provisions of Title 6, Chapter 2 "Fire Department", by establishing new Article B Entitled "Outdoor and Open Burning Regulations", establishing new Sections 6-2B-1 through 6-2B-14, providing regulations relating to outdoor burning and open burning and providing for a penalty for violation, containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.**

Motion was made by Councilor Young, 2nd by Councilor Paslay to approve Ordinance 2013-11; an ordinance amending the provisions of Title 6, Chapter 2 "Fire Department", by establishing new Article B Entitled "Outdoor and Open Burning Regulations", establishing new Sections 6-2B-1 through 6-2B-14, providing regulations relating to outdoor burning and open burning and providing for a penalty for violation, containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

16. **Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2013-11.**

Motion was made by Councilor Forbes, 2nd by Councilor Jones to approve an emergency clause for Ordinance 2013-11.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

17. **Consideration and appropriate action relating to an agreement between Verdigris Valley Electric Cooperative, Inc. and the City of Skiatook for billing services for ambulance subscription.**

Motion was made by Vice-Mayor Sutherland, 2nd by Councilor Jech to approve an agreement between VVEC, Inc. and the City of Skiatook for billing services for ambulance subscription.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

18. **Consideration and appropriate action relating to approval of Mutual Aid Fire Agreement between the City of Skiatook and the Town of Avant.**

Motion was made by Councilor Forbes, 2nd by Councilor Jech to approve a Mutual Aid Fire Agreement between the City of Skiatook and the Town of Avant.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

19. **Consideration and appropriate action relating to approval of Mutual Aid Fire Agreement between the City of Skiatook and the City of Hominy.**

Motion was made by Councilor Forbes, 2nd by Councilor Young to approve a Mutual Aid Fire Agreement between the City of Skiatook and the City of Hominy.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

20. **Consideration and appropriate action relating to approval of Mutual Aid Fire Agreement between the City of Skiatook and Country Corner Fire Department.**

Motion was made by Councilor Forbes, 2nd by Councilor Jech to approve a Mutual Aid Fire Agreement between the City of Skiatook and Country Corner Fire Department.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

21. **Consideration and appropriate action relating to approval of Mutual Aid Fire Agreement between the City of Skiatook and the City of Collinsville.**

Motion was made by Vice-Mayor Sutherland, 2nd by Councilor Jech to approve a Mutual Aid Fire Agreement between the City of Skiatook and the City of Collinsville.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

22. **Consideration and appropriate action relating to authorization for Exchange Bank to discharge fireworks at Skiatook Municipal Airport on July 3, 2013 per City Code 6-4G-7.**

Motion was made by Councilor Jones, 2nd by Vice-Mayor Sutherland to authorize Exchange Bank to discharge fireworks at Skiatook Municipal Airport on July 3, 2013 per City Code 6-4G-7.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

23. **Consideration and appropriate action relating to approval of a Memorandum of Understanding between the Indian Nations Council of Governments (INCOG) and the City of Skiatook outlining the duties of both parties to maintain the 9-1-1 electronic map street layer and the master and address guide (MSAG).**

Motion was made by Councilor Jones, 2nd by Vice-Mayor Sutherland to approve a Memorandum of Understanding between INCOG and the City of Skiatook outlining the duties of both parties to maintain the 9-1-1 electronic map street layer and the master and address guide.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

24. **Consideration and appropriate action relating to an amendment to the General Fund budget wherein estimated revenues are increased by a total of \$5,000.00 to Line Item 01-338 representing a donation from the Cherokee Nation for an entrance sign into Skiatook and approval of a supplemental appropriation to the Economic Development Capital Outlay to Line Item 01-415-610.**

Motion was made by Vice-Mayor Sutherland, 2nd by Councilor Jech to approve to an amendment to the General Fund budget wherein estimated revenues are increased by a total of \$5,000.00 to Line Item 01-338 representing a donation from the Cherokee Nation for an entrance sign into Skiatook and approval of a supplemental appropriation to the Economic Development Capital Outlay to Line Item 01-415-610.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

25. **City Managers Report**
A. Capital Projects

G & R Trucking will be vacating the building by July 31, 2013.

Just a reminder: On July 9, 2013 the time for the City Council and SPWA Meetings will be 6:00 p.m.

B. Presentation of Public Service Plaque

Mr. Yancey presented Chief Lawrence with a Public Service Plaque for years of service.

26. **Public Comment Forum**

Mr. Wyatt spoke about speeding in Copper Hill and he wants speed limit signs, children at play signs, and speed bumps installed.

27. **Adjournment.**

Motion was made by Councilor Forbes, 2nd by Vice-Mayor Sutherland to adjourn.

YES: Sutherland, Forbes, Jech, Paslay, Jones

NO: None

ABSENT

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, JUNE 25, 2013, 7:00 P.M., MUNICIPAL BOARDROOM**

1. **Call to Order**

The meeting was called to order by Vice-Mayor Sutherland at 8:25 p.m. in the Municipal Boardroom.

4. **Roll Call**

PRESENT: David Sutherland, Herb Forbes, Joyce Jech, Patrick Young, Kevin Paslay, Eugene Jones
 ABSENT: Randy Sien
 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 June 11, 2013 regular meeting.
- B. Approval of Purchase Orders/Warrants: (#107438-107520)
 - I. SPWA \$63,270.16

Motion was made by Trustee Young, 2nd by Trustee Forbes to approve as printed.

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

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

Item was skipped due to approval of Consent Agenda.

7. **Consideration and appropriate action relating to approval of the property insurance for the Skiatook Public Works Authority, effective July 1, 2013 through June 30, 2014.**

Motion was made by Councilor Young, 2nd by Councilor Jones to approve the property insurance for the City of Skiatook, effective July 1, 2013 through June 30, 2014.

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

8. **City Managers Report**

A. Capital Projects(i.e. Senior Center and Health Clinic)

Plans will go out for bid on July 3, 2013. Bid opening is scheduled to take place on August 2, 2013.

9. **Adjournment**

Motion was made by Vice-Chairman Sutherland, 2nd by Trustee Paslay to adjourn.

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

ABSENT

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

