

**PUBLIC NOTICE OF THE MEETING  
OF THE SKIATOOK CITY COUNCIL**

**TYPE OF MEETING:** REGULAR  
**DATE & TIME:** Tuesday, February 12, 2013 at 7:00 p.m.  
**PLACE:** Municipal Boardroom, Community Center, 220 S. Broadway

Notice and agenda filed in the office of the City Clerk and posted on the City Hall bulletin board before 5:00 p.m. on Friday, February 8, 2013.

\_\_\_\_\_  
 J S Underwood, Deputy Clerk

**A G E N D A**

1. **Call to Order**  
*Mayor Brown*
2. **Invocation**  
*Pastor Vince Boone, Skiatook First Assembly of God*
3. **Flag Salute**  
*Chief John Lawrence, Skiatook Police Department*
4. **Roll Call**  
*Ms. Lett*

Attendee Name	Present	Absent	Late	Arrival
Debbie Cook, Ward 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Joshua Brown, Ward 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Joyce Jech, Ward 3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
J D Prather, Ward 4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Randy Sien, Ward 5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. **Consideration and appropriate action relating to a request for approval of the Consent Agenda.** All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.
  - A. Approval of minutes of January 29, 2013 regular meeting.  
*Attachment # A*
  - B. Approval of Purchase Orders/Warrants: (#105777-105867)
    - I. General \$50,032.80
    - II. Cemetery 1,681.58
    - III. Airport 1,122.83
    - IV. Court 205.90
    - V. One Cent 20,496.81*Attachment B*
  - C. Approval of an amendment to General Miscellaneous 01-338 and a supplemental appropriation to Police Department; Tulsa County District Attorney Forfeiture 01-405-604 for \$9,000.00 from the Tulsa County District Attorney Forfeiture Revenue Fund.  
*Attachment C*

Motion: \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

6. **Consideration and appropriate action relating to initiation of VVEC surcharge in areas of Tulsa County currently served by the Skiatook Fire Department.**

*Interim Chief Bryn Burgess, Skiatook Fire Department  
 Attachment #6*

Motion: \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

7. **Consideration and appropriate action relating to approval of Ordinance 2013-2, an Ordinance of the City of Skiatook, Oklahoma, amending Title 1, Chapter 5, Section 1-5-2 related to the compensation and expenses of City Council members, establishing an effective date, containing other provisions related thereto, and declaring an emergency.**

*Jeff Stephens, City Attorney  
 Attachment #7*

Motion: \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

8. **Consideration and appropriate action related to approval of emergency clause for Ordinance 2013-2.**

Motion: \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

9. **Consideration and appropriate action relating to approval of Ordinance 2013-3, an Ordinance of the City of Skiatook, Oklahoma, amending Title 1, Chapter 7, Article B, relating to the Offices of the City Clerk-Treasurer, combining the Offices of City Clerk and City Treasurer as authorized by 11 O.S. § 10-118, containing other provisions related thereto, and declaring an emergency.**

*Jeff Stephens, City Attorney  
 Attachment #9*

Motion: \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

**10. Consideration and appropriate action related to approval of emergency clause for Ordinance 2013-3.**

Motion: \_\_\_\_\_

<b>Motion/2<sup>nd</sup></b>	<b>Board members</b>	<b>Yes/Aye</b>	<b>No/Nay</b>
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

**11. Consideration and appropriate action relating to a request for Trustee approval of an executive session pursuant to 25 O.S. Section 307(B)(4), for confidential communication between the City Council and its attorney concerning a pending investigation, claim, or action related to Coday Enterprises, Inc., d/b/a Ellsworth Paving, on the Skiatook Sports Park Project, upon the advice of its attorney that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.**

<b>Adjourn Motion 2<sup>nd</sup></b>	<b>Reconvene Motion 2<sup>nd</sup></b>	<b>Council members</b>	<b>Adjourn into Exec. Session</b>		<b>Reconvene into Reg. Session</b>	
			<b>Yes/Aye</b>	<b>No/Nay</b>	<b>Yes/Aye</b>	<b>No/Nay</b>
		Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Randy Sien, Vice-Mayor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**12. Consideration and appropriate action related to discussions held in executive session relating to Coday Enterprises, Inc., d/b/a Ellsworth Paving on the Skiatook Sports Park Project, including, but not limited to, possible approval of a proposed settlement agreement between the City of Skiatook and Coday Enterprises, Inc.**

Motion: \_\_\_\_\_

<b>Motion/2<sup>nd</sup></b>	<b>Board members</b>	<b>Yes/Aye</b>	<b>No/Nay</b>
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

**13. Adjournment**

Motion: \_\_\_\_\_

<b>Motion/2<sup>nd</sup></b>	<b>Board members</b>	<b>Yes/Aye</b>	<b>No/Nay</b>
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

**PUBLIC NOTICE OF THE MEETING  
OF THE SKIATOOK PUBLIC WORKS AUTHORITY**

**TYPE OF MEETING:** REGULAR  
**DATE & TIME:** Tuesday, February 12, 2013 at 7:00 p.m.  
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\_\_\_\_\_  
J S Underwood, Deputy Clerk

**A G E N D A**

1. **Call to Order**

*Mayor Brown*

4. **Roll Call**

*Ms. Lett*

Attendee Name	Present	Absent	Late	Arrival
Debbie Cook, Ward 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Joshua Brown, Ward 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Joyce Jech, Ward 3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
J D Prather, Ward 4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Randy Sien, Ward 5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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

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- A. Approval of minutes of January 29, 2013 regular.  
Attachment # A
- B. Approval of Purchase Orders/Warrants: (#105777-105867)
  - I. SPWA \$354,877.81  
Attachment # B

Motion: \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

6. **Consideration and appropriate action relating to an agreement with Skiatook Youth Wrestling for use of facilities at the building located at 710 South Osage.**

*Jeff Stephens, City Attorney*  
Attachment # 6

Motion: \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

**7. Consideration and appropriate action relating to the remodel and repairs of facilities located at 710 South Osage, to be used by Skiatook Youth Wrestling.**

*Shirley Lett, Interim City Manager*  
*Attachment # 7*

Motion: \_\_\_\_\_

<b>Motion/2<sup>nd</sup></b>	<b>Board members</b>	<b>Yes/Aye</b>	<b>No/Nay</b>
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

**8. Consideration and appropriate action relating to approval of a Requisition to Fleet Service Truck Repair in an amount not to exceed \$15,000.00 for the repair of unit #9054 used by the Electric Department.**

*Brad White, Public Works Director*  
*Attachment #8*

Motion: \_\_\_\_\_

<b>Motion/2<sup>nd</sup></b>	<b>Board members</b>	<b>Yes/Aye</b>	<b>No/Nay</b>
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

**9. Consideration and appropriate action relating to approval of a Requisition to Diversified Electric in an amount not to exceed \$35,000.00 for supplies needed for restock.**

*Brad White, Public Works Director*  
*Attachment #9*

Motion: \_\_\_\_\_

<b>Motion/2<sup>nd</sup></b>	<b>Board members</b>	<b>Yes/Aye</b>	<b>No/Nay</b>
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>

**10. Consideration and appropriate action related to approval of Resolution 2013-4, a Resolution of the Skiatook Public Works Authority authorizing the location and operation of a medical, health and wellness clinic on the real property of the Skiatook Public Works Authority, known and referred to as the "Old High School Annex", at 710 South Osage, Skiatook, Oklahoma, to be operated by health Clinic at Skiatook, Inc., approving a clinical services agreement as well as a lease agreement between the Skiatook Public Works Authority and Health Clinic at Skiatook, Inc., and containing other findings and provisions related thereto.**

*Jeff Stephens, City Attorney*  
*Attachment #10*

Motion: \_\_\_\_\_  
 \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Josh Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice-Mayor	<input type="checkbox"/>	<input type="checkbox"/>

11. **Discussion and appropriate action regarding Council approval of proposed Clinical Services Agreement with Health Clinic at Skiatook, Inc.**

Jeff Stephens, City Attorney  
 Attachment #11

Motion: \_\_\_\_\_  
 \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Josh Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice-Mayor	<input type="checkbox"/>	<input type="checkbox"/>

12. **Discussion and appropriate action related to possible approval of proposed Lease Agreement with Health Clinic at Skiatook, Inc., for lease of property located within the "Old High School Annex" located at 710 S. Osage, Skiatook, Oklahoma.**

Jeff Stephens, City Attorney  
 Attachment #12

Motion: \_\_\_\_\_  
 \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Josh Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice-Mayor	<input type="checkbox"/>	<input type="checkbox"/>

13. **Consideration and appropriate action relating to approval and acceptance of Rural Business Enterprise Grant in the amount of \$99,600.00, pertaining to renovation to "Old High School Annex" and authorization to execute any necessary documentation.**

Jeff Stephens, City Attorney  
 Attachment #13

Motion: \_\_\_\_\_  
 \_\_\_\_\_

Motion/2 <sup>nd</sup>	Board members	Yes/Aye	No/Nay
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Josh Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice-Mayor	<input type="checkbox"/>	<input type="checkbox"/>

**14. Adjournment.**

Motion: \_\_\_\_\_

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<b>Motion/2<sup>nd</sup></b>	<b>Board members</b>	<b>Yes/Aye</b>	<b>No/Nay</b>
	Debbie Cook, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Joshua Brown, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Joyce Jech, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	J D Prather, Councilor	<input type="checkbox"/>	<input type="checkbox"/>
	Randy Sien, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>