

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, APRIL 29, 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 led by Pastor Jerald Freeman, Ascension Church.

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 April 8, 2014 regular meeting.

B. Approval of Purchase Orders/Warrants: (#111784-111897)

I. General	\$81,428.50
II. Cemetery	310.92
III. Airport	326.70
IV. One Cent	95,611.79
V. Cemetery Perpetual Care	2,280.00

Motion was made by Councilor Sutherland, 2nd by Councilor Jech 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.

ITEM SKIPPED. NO ACTION WAS TAKEN.

7. Presentation by Tulsa's Future.

Mr. McLaughlin made a presentation for Tulsa's Future Program.

8. Presentation by LandPlan Consultants.

Keith Franklin made a presentation on the Main Street Project.

9. Consideration and appropriate action relating to authorizing the City Manager to proceed with the design and bidding of the Highways 11 and 20 sign project.

Motion was made by Councilor Forbes, 2nd by Councilor Young to authorize the City Manager to proceed with the design and bidding of the Highways 11 and 20 sign project.

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

NO: None

10. Discussion regarding Fuelman.

Councilor Sutherland made a presentation regarding fuel costs.

11. **Consideration and appropriate action relating to acceptance of a bid and awarding of a construction contract (contingent upon the receipt of the federal grant funds) to Wise Electric in an amount of \$169,281.00 for the Runway Lights Rehabilitation and Replacement of 2-Box PAPIs. (AIP Project 3-40-0089-008-2014)**

Motion was made by Councilor Sutherland, 2nd by Mayor Sien to accept the base bid including Alternate 1 and awarding of a construction contract (contingent upon the receipt of the federal grant funds) to Wise Electric in an amount of \$169,281.00 for the Runway Lights Rehabilitation and Replacement of 2-Box PAPIs. (AIP Project 3-40-0089-008-2014)

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

12. **Consideration and appropriate action relating to the submission of Federal Aviation Administration (FAA) grant application in an amount of \$206,892 requiring matching funds from the city in an amount of \$22,989.00; and authorization for Mayor to execute the grant documents. (AIP 3-40-0089-008-2014)**

Motion was made by Councilor Young, 2nd by Councilor Jones to approve the submission of Federal Aviation Administration (FAA) grant application in an amount of \$206,892 requiring matching funds from the city in an amount of \$22,989.00; and authorization for Mayor to execute the grant documents. (AIP 3-40-0089-008-2014)

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

13. **Consideration and appropriate action relating to Resolution 2014-16; a resolution accepting a Federal Aviation Administration grant offer for airport improvement project (AIP 3-40-0089-008-2014) at Skiatook Municipal Airport for "Rehabilitate Runway Lights and Replace 2-Box PAPIs" and authorizing the Mayor to execute the grant agreement and all necessary documents.**

Motion was made by Councilor Sutherland, 2nd by Councilor Jones to approve Resolution 2014-16; a resolution accepting a Federal Aviation Administration grant offer for airport improvement project (AIP 3-40-0089-008-2014) at Skiatook Municipal Airport for "Rehabilitate Runway Lights and Replace 2-Box PAPIs" and authorizing the Mayor to execute the grant agreement and all necessary documents.

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

14. **Consideration and appropriate action relating to whether a structure located at 218 E. Oak 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. (Tabled from 2/11/14 meeting)**

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

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

15. **Consideration and appropriate action relating to a contract with Retail Attractions for Fiscal Year 2014-15.**

Motion was made by Councilor Young, 2nd by Councilor Sutherland to approve a contract with Retail Attractions for Fiscal Year 2014-15.

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

16. **Consideration and appropriate action relating to Ordinance 2014-11; an ordinance changing and amending the zoning classification from RE (Residential Estate) District to CH (Commercial High Intensity) District of a tract of land as set forth in zoning application no. SKZ-185 and described as the west 500 feet of the east 814.68 feet of the south half of the northeast quarter of Section 28, Township 22 north, Range 13 east, Tulsa County, Oklahoma, and repealing all ordinances or parts of ordinances in conflict.**

Motion was made by Councilor Sutherland, 2nd by Councilor Jones to approve Ordinance 2014-11; an ordinance changing and amending the zoning classification from RE (Residential Estate) District to CH (Commercial High Intensity) District of a tract of land as set forth in zoning application no. SKZ-185 and described as the west 500 feet of the east 814.68 feet of the south half of the northeast quarter of Section 28, Township 22 north, Range 13 east, Tulsa County, Oklahoma, and repealing all ordinances or parts of ordinances in conflict.

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

NO: None

17. **Consideration and appropriate action relating to Resolution 2014-14; a resolution of the City Council of the City of Skiatook, Oklahoma, amending the Policies and Procedures Manual of the City of Skiatook relating to Fringe Benefits.**

Motion was made by Councilor Sutherland, 2nd by Mayor Sien to approve Resolution 2014-14; a resolution of the City Council of the City of Skiatook, Oklahoma, amending the Policies and Procedures Manual of the City of Skiatook relating to Fringe Benefits.

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

NO: None

18. **Consideration and appropriate action relating to Ordinance 2014-13; an ordinance adopting and enacting a code of ordinances of the City of Skiatook, Oklahoma, as compiled, revised and codified by authority of the City Council of the City of Skiatook, Providing for the repeal of certain ordinances not included therein, except as hereafter provided; providing for when this ordinance shall become effective; providing for sale and copies in the City Clerk's office; providing for supplements or changes to the City Code; containing other provisions related thereto and declaring an emergency.**

Motion was made by Councilor Young, 2nd by Councilor Jech to approve Ordinance 2014-13; an ordinance adopting and enacting a code of ordinances of the City of Skiatook, Oklahoma, as compiled, revised and codified by authority of the City Council of the City of Skiatook, Providing for the repeal of certain ordinances not included therein, except as hereafter provided; providing for when this ordinance shall become effective; providing for sale and copies in the City Clerk's office; providing for supplements or changes to the City Code; containing other provisions related thereto and declaring an emergency.

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

NO: None

19. **Consideration and appropriate action relating to an emergency clause for Ordinance 2014-13.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to approve an emergency clause for Ordinance 2014-13.

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

NO: None

20. **Consideration and appropriate action relating to the ratification of a permit to Guts Church, 107 E. Rogers Blvd, Skiatook, OK 74070 to operate a community wide Easter egg Hunt that was held from 8:00 a.m.-12:00 p.m., Saturday, April 19, 2014 at Skiatook Central Park.**

Motion was made by Councilor Sutherland, 2nd by Mayor Sien to approve the ratification of a permit to Guts Church, 107 E. Rogers Blvd, Skiatook, OK 74070 to operate a community wide Easter egg Hunt that was held from 8:00 a.m.-12:00 p.m., Saturday, April 19, 2014 at Skiatook Central Park.

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

21. **City Managers Report**

A. Capital Projects

The City has received bids on the Senior Center Concrete installation in an amount of \$69,400.00 reflecting a total project cost of \$182,000.

The Central Park Swing Project is near completion. Staff needs to add more mulch to complete the project.

B. 216 E. Oak

City Staff will continue to monitor until this property is in compliance.

C. Police and Fire Department

The City proposed adding 1 1/2 persons to each department.

22. **Public Comment Forum**

Joyce Jech commended the City Employees on the great job handling the tragic situation last week.

23. **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, 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, APRIL 29, 2014, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Mayor Sien at 7:25 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 April 8, 2014 regular meeting.

B. Approval of Purchase Orders/Warrants: (#111784-111897)

I. SPWA \$336,953.31

Motion was made by Trustee Sutherland, 2nd by Trustee Paslay 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.

ITEM SKIPPED. NO ACTION WAS TAKEN.

7. Consideration and appropriate action relating to Resolution 2014-15; a resolution of the Skiatook Public Works Authority amending the Policies and Procedures manual of the City of Skiatook relating to Fringe Benefits.

Motion was made by Trustee Sutherland, 2nd by Trustee Forbes to approve Resolution 2014-15; a resolution of the Skiatook Public Works Authority amending the Policies and Procedures manual of the City of Skiatook relating to Fringe Benefits.

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

NO: None

8. Discussion regarding commercial refuse service.

Staff is looking in to contracting out the commercial service as well as preparing the specs on the purchase of a new refuse truck.

9. City Managers Report

A. Capital Projects

ITEM SKIPPED. NO ACTION WAS TAKEN.

10. Adjournment

Motion was made by Chairman Sien, 2nd by Trustee 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

