

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, APRIL 28, 2015, 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. **Invocation**
The invocation was given by Pastor Lynda Ward, First Presbyterian Church.
3. **Flag Salute**
The flag salute was led by Mr. Brad White, Public Works Director.
4. **Roll Call**
PRESENT: David Sutherland, Herb Forbes, Patrick Young, Patty Ceska, Kevin Paslay, Shawn Martin
ABSENT: Joyce Jech
STAFF: Dan Yancey, Shirley Lett, other staff members
5. **Consideration and appropriate action relating to the election of a Mayor for a two-year term of office, such term beginning upon election of the Mayor and expiring at noon on the second Monday following the municipal election of 2017 or upon the election of a successor.**

Motion was made by Councilor Young, 2nd by Councilor Martin to appoint David Sutherland as Mayor for a two-year term of office, such term beginning upon election of the Mayor and expiring at noon on the second Monday following the municipal election of 2017 or upon the election of a successor.
YES: Sutherland, Forbes, Young, Ceska, Paslay, Martin
NO: None
6. **Consideration and appropriate action relating to the election of a Vice Mayor for a two-year term of office, such term beginning upon election of the Vice Mayor and expiring at noon on the second Monday following the municipal election of 2017 or upon the election of a successor.**

Motion was made by Mayor Sutherland, 2nd by Councilor Forbes to appoint Patrick Young as Vice Mayor for a two-year term of office, such term beginning upon election of the Mayor and expiring at noon on the second Monday following the municipal election of 2017 or upon the election of a successor.
YES: Sutherland, Forbes, Young, Ceska, Paslay, Martin
NO: None
7. **Discussion regarding a Citizen's request to address the Council regarding "proper care and maintenance of the City right-of-ways."**

Mr. Paul Ragsdale, Jr. was not present. This item was skipped.
8. **PRESENTATION to George Ward and Tom Sexton for their years of service with the City of Skiatook.**
9. **Consideration and appropriate action relating to a request for approval of the Consent Agenda.**
 - A. Approval of minutes of April 14, 2015 regular meeting.
 - B. Approval of Purchase Orders/Warrants: (#116451-116520)
 - I. General \$39,063.27
 - II. Cemetery 97.44
 - III. One Cent 9,871.22

- C. Approval of an amendment to Department of Justice Forfeiture 01-344 and supplemental appropriation to Police Department, Department of Justice Forfeiture 01-405-603 for \$6,287.03 for Forfeiture Reimbursements.

Motion was made by Councilor Forbes, 2nd by Councilor Paslay to approve as written.

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

NO: None

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

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

11. Consideration and appropriate action relating to pledging to support Tulsa's Future for FY 2016.

Motion was made by Councilor Young, 2nd by Mayor Sutherland to pledge to support Tulsa's Future for FY 2016.

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

NO: None

12. Consideration and appropriate action relating to whether a structure located at 602 S. Javine Ave. 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 Councilor Forbes, 2nd by Councilor Ceska to table until the May 26th meeting.

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

NO: None

13. Consideration and appropriate action relating to whether a structure located at 418 S. Haynie St. 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 order removal of the structure and/or structures located on the property.

Motion was made by Councilor Young, 2nd by Councilor Ceska to table until the June 30th meeting.

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

NO: None

14. Consideration and appropriate action relating to a lot-split approval as requested in Application No. SKL-172, regarding property located south of Rogers and west of Lenapah St.

Motion was made by Mayor Sutherland, 2nd by Councilor Paslay to approve a lot-split as requested in Application No. SKL-172, regarding property located south of Rogers and west of Lenapah St.

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

NO: None

15. Consideration and appropriate action relating to acceptance of the resignation of Terry Bush from, and approval of the appointment of Dalton Briggs to Skiatook Economic Development Authority (SEDA).

Motion was made by Councilor Young, 2nd by Mayor Sutherland to accept the resignation of Terry Bush from, and approval of the appointment of Dalton Briggs to Skiatook Economic Development Authority (SEDA).

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

NO: None

16. **Consideration and appropriate action relating to Ordinance 2015-05; an ordinance of the City of Skiatook, Oklahoma, revising Title 8, of the Code of Ordinances of the City of Skiatook by adopting Chapter 6, entitled "Athletic Facilities"; providing for codification; 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 2015-05; an ordinance of the City of Skiatook, Oklahoma, revising Title 8, of the Code of Ordinances of the City of Skiatook by adopting Chapter 6, entitled "Athletic Facilities"; providing for codification; containing other provisions related thereto; repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.

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

NO: None

17. **Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2015-05.**

Motion was made by Mayor Sutherland, 2nd by Councilor Forbes to approve an emergency clause for Ordinance 2015-05.

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

NO: None

18. **Consideration and appropriate action relating to Resolution 2015-14; 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 vacation leave.**

Motion was made by Mayor Sutherland, 2nd by Councilor Paslay to approve Resolution 2015-14; 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 vacation leave.

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

NO: None

19. **Consideration and appropriate action relating to Resolution 2015-15; a resolution of the City Council of the City of Skiatook, Oklahoma, approving an agreement between the City of Skiatook, Oklahoma and C. & C. Potter, L.L.C., d/b/a Cornerstone Building Center, for economic Development purposes.**

Motion was made by Mayor Sutherland, 2nd by Councilor Forbes to table until the May 12 meeting.

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

NO: None

20. **Consideration and appropriate action relating to acceptance and approval of a bid from Keystone Services, Inc. in an amount of \$101,162.50, subject to the receipt of the federal grant, for Skiatook Municipal Airport Project: "Rehabilitate runway 18-36", AIP 3-40-0089-009-2015.**

Motion was made by Mayor Sutherland, 2nd by Councilor Martin to accept and approve a bid from Keystone Services, Inc. in an amount of \$101,162.50, subject to the receipt of the federal grant, for Skiatook Municipal Airport Project: "Rehabilitate runway 18-36", AIP 3-40-0089-009-2015.

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

NO: None

21. **Consideration and appropriate action relating to possible approval of dedication of streets within Star Lake Estates and Street Maintenance Agreement between Star Lake Estates Homeowners Association, Inc, and the City of Skiatook.**

Motion was made by Councilor Forbes, 2nd by Councilor Ceska to approve the dedication of streets within Star Lake Estates and Street Maintenance Agreement between Star Lake Estates Homeowners Association, Inc, and the City of Skiatook.

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

NO: None

22. **Consideration and appropriate action relating to Resolution 2015-16; a resolution of the City Council of the City of Skiatook, Oklahoma, revising and amending the Rules and Regulations of the Osage Garden Cemetery.**

Motion was made by Mayor Sutherland, 2nd by Councilor Young to approve Resolution 2015-16; a resolution of the City Council of the City of Skiatook, Oklahoma, revising and amending the Rules and Regulations of the Osage Garden Cemetery.

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

NO: None

23. **Discussion regarding the "old high school" building located at the City of Skiatook's Central Complex, 710 S. Osage.**

DISCUSSION ONLY. NO ACTION WAS TAKEN.

24. **Discussion regarding the barrier fence to be placed between the Urgent Care and Osage Garden Cemetery.**

DISCUSSION ONLY. NO ACTION WAS TAKEN.

25. **City Managers Report**

A. Capital Projects

THIS ITEM WAS SKIPPED. NOTHING TO REPORT AT THIS TIME.

B. Police and Fire Department

THIS ITEM WAS SKIPPED. NOTHING TO REPORT AT THIS TIME.

C. Rotary Club

Rotary Club would like to place benches at the corner with the new entrance sign.

26. **Public Comment Forum**

THIS ITEM WAS SKIPPED. NO ONE WISHED TO SPEAK.

27. **Adjournment.**

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

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

NO: None

David Sutherland, Councilor

Herb Forbes, Councilor

Patrick Young, Councilor

ABSENT
Joyce Jech, Councilor

Shirley Lett, Clerk/Treasurer

Patty Ceska, Councilor

Kevin Paslay, Councilor

Date Minutes Approved:

Shawn Martin, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, APRIL 28, 2015, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Sutherland at 7:20 p.m. in the Municipal Boardroom.

4. Roll Call

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

ABSENT: Joyce Jech

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 14, 2015 regular meeting.

B. Approval of Purchase Orders/Warrants: (#116451-116520)

I. SPWA \$35,586.96

Motion was made by Trustee Young, 2nd by Trustee Paslay to approve Consent Agenda.

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

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 acceptance and approval of a bid from Circle P Welding, Inc. in an amount of \$990,861.00 for Water System Improvements Contract 2 Project. (Engineer's Estimate: \$1,189,000.00)

Motion was made by Chairman Sutherland, 2nd by Trustee Young to accept and approve a bid from Circle P Welding, Inc. in an amount of \$990,861.00 for Water System Improvements Contract 2 Project.

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

NO: None

8. Consideration and appropriate action relating to Resolution 2015-17; a resolution of the Board of Trustees of the Skiatook Public Works Authority amending the Policies and Procedures Manual of the City of Skiatook Relating to vacation leave.

Motion was made by Trustee Young, 2nd by Trustee Forbes to approve Resolution 2015-17; a resolution of the Board of Trustees of the Skiatook Public Works Authority amending the Policies and Procedures Manual of the City of Skiatook Relating to vacation leave.

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

NO: None

9. City Managers Report

A. Capital Projects

THIS ITEM WAS SKIPPED. NOTHING TO REPORT AT THIS TIME.

10. **Adjournment**

Motion was made by Chairman Sutherland, 2nd by Trustee Forbes to adjourn.

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

NO: None

David Sutherland, Trustee

Herb Forbes, Trustee

Patrick Young, Trustee

ABSENT
Joyce Jech, Trustee

Patty Ceska, Trustee

Shirley Lett, Clerk/Treasurer

Kevin Paslay, Trustee

Date Minutes Approved:

Shawn Martin, Trustee

