

**MINUTES OF THE MEETING  
OF THE SKIATOOK CITY COUNCIL  
TUESDAY, JUNE 10, 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 given by Councilor Kevin Paslay, Ward 6.

**3. Flag Salute**

The flag salute was led by Interim Chief Bryn Burgess, Skiatook Fire 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 May 27, 2014 regular meeting.

B. Approval of Purchase Orders/Warrants: (#112340-112437)

I.	General	\$55,314.75
II.	Cemetery	305.01
III.	Airport	133.73
IV.	Court	675.40
V.	One Cent	19,900.00

Motion was made by Councilor Sutherland, 2<sup>nd</sup> 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. Discussion relating to a citizen's request to address the council regarding her neighbor erecting a privacy fence that is redirecting water into her yard.**

ITEM SKIPPED. NO ACTION WAS TAKEN. Ms. Burns was not present.

**8. Consideration and appropriate action relating to a structure located at 108 E. Maple 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 Councilor Forbes, 2<sup>nd</sup> by Councilor Sutherland to table until the June 23<sup>rd</sup> meeting.

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

NO: None

9. **Consideration and appropriate action relating to Resolution 2014-17; a resolution of the City Council of the City of Skiatook, Oklahoma, amending Section D of the Rules and Regulations of the Osage Garden Cemetery, Entitled "Opening and Closing Costs".**

Motion was made by Councilor Sutherland, 2<sup>nd</sup> by Councilor Young to approve Resolution 2014-17; a resolution of the City Council of the City of Skiatook, Oklahoma, amending Section D of the Rules and Regulations of the Osage Garden Cemetery, Entitled "Opening and Closing Costs".

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

NO: None

10. **Consideration and appropriate action relating to an amendment to the General Fund for \$35,423.00 to Line Item 01-338 representing a donation from Harmon Foundation and approval of a supplemental appropriation to the Park Department Capital Outlay to Line Item 01-411-610 for completion of the restroom at Skiatook Sports Park.**

Motion was made by Councilor Forbes, 2<sup>nd</sup> by Councilor Jones to approve an amendment to the General Fund for \$35,423.00 to Line Item 01-338 representing a donation from Harmon Foundation and approval of a supplemental appropriation to the Park Department Capital Outlay to Line Item 01-411-610 for completion of the restroom at Skiatook Sports Park.

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

NO: None

11. **Consideration and appropriate action relating to an agreement between the City of Skiatook and All Services Ready, LLC, d/b/a Complete Rural Trash Service for commercial refuse service extending an additional 65 service days, changing the expiration date to the 29<sup>th</sup> day of August, 2014.**

Motion was made by Councilor Sutherland, 2<sup>nd</sup> by Mayor Sien to approve an agreement between the City of Skiatook and All Services Ready, LLC, d/b/a Complete Rural Trash Service for commercial refuse service extending an additional 65 service days, changing the expiration date to the 29th day of August, 2014.

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

NO: None

12. **Discussion regarding a seatbelt policy.**

DISCUSSION ONLY. NO ACTION WAS TAKEN. Mr. Yancey will bring back at a later date for approval.

13. **Consideration and appropriate action relating to scheduling a public hearing for the fiscal year 2014-2015 budget on June 12, 2014 at 6:00 p.m.**

Motion was made by Councilor Jones, 2<sup>nd</sup> by Councilor Sutherland to schedule a public hearing for the fiscal year 2014-2015 budget on June 12, 2014 at 6:00 p.m.

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

NO: None

14. **Consideration and appropriate action relating to changing the June 24, 2014 regular meeting of the City Council to June 23, 2014 at 6:00 p.m.**

Motion was made by Councilor Sutherland, 2<sup>nd</sup> by Councilor Paslay to change the June 24, 2014 regular meeting of the City Council to June 23, 2014 at 6:00 p.m.

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

NO: None

15. **Consideration and appropriate action relating to approval of an agreement with AmeriBank Group Benefits, LLC for insurance brokerage services.**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Jones to approve an agreement with AmeriBank Group Benefits, LLC for insurance brokerage services.

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

NO: None

16. **Consideration and appropriate action relating to approval of Community Care Plan IDEA IP250 for group health benefits for the 2014-15 fiscal year.**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Sutherland to table until the next meeting on June 23, 2014 with items for \$250 deductible and \$500 deductible options.

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

NO: None

17. **Consideration and appropriate action relating to renewal with Delta Dental for group dental benefits for the 2014-15 fiscal year.**

Motion was made by Councilor Sutherland, 2<sup>nd</sup> by Councilor Young to approve the renewal with Delta Dental for group dental benefits for the 2014-15 fiscal year.

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

NO: None

18. **Consideration and appropriate action relating to approval of Mutual of Omaha for group life benefits for the 2014-15 fiscal year.**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Paslay to approve Mutual of Omaha for group life benefits for the 2014-15 fiscal year.

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

NO: None

19. **City Managers Report**

**A. Police and Fire Departments**

Mark Dressler, a new police officer was introduced to the City Council by Chief Dean.

**B. Backyard Chicken Survey**

The results of the Backyard Chicken Survey were presented to the City Council.

**C. Capital Projects**

The fuel tank has been delivered to the airport. Installation of the credit card machine and other equipment.

20. **Public Comment Forum**

To be eligible to speak you must be identified by the Mayor. You must come to the microphone to speak at which time you must state clearly your name and address. You have the floor for 2 minutes. The City Council MAY NOT discuss your item.

ITEM SKIPPED. NO ACTION WAS TAKEN. No one desired to speak.

21. **Adjournment.**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Paslay to adjourn.

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

NO: None

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Randy Sien, Mayor

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Herb Forbes, Chairman

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David Sutherland, Vice-Mayor

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Joyce Jech, Chairman

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Patrick Young, Chairman

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Shirley Lett, Clerk/Treasurer

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Kevin Paslay, Chairman

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Date Minutes Approved:

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Eugene Jones, Chairman

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**MINUTES OF THE MEETING  
OF THE SKIATOOK PUBLIC WORKS AUTHORITY  
TUESDAY, JUNE 10, 2014, 6:00 P.M., MUNICIPAL BOARDROOM**

**1. Call to Order**

The meeting was called to order by Chairman Sien at 7:00 p.m., 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 May 27, 2014 regular meeting.

B. Approval of Purchase Orders/Warrants: (#112340-112437)

I. SPWA \$384,316.26

Motion was made by Trustee Sutherland, 2<sup>nd</sup> 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 scheduling a public hearing for the fiscal year 2014-2015 budget on June 12, 2014 at 6:00 p.m.**

Motion was made by Trustee Sutherland, 2<sup>nd</sup> by Trustee Young to schedule a public hearing for the fiscal year 2014-2015 budget on June 12, 2014 at 6:00 p.m.

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

NO: None

**8. Consideration and appropriate action relating to changing the June 24, 2014 regular meeting of the Board of Trustees to June 23, 2014 at 6:00 p.m.**

Motion was made by Trustee Jones, 2<sup>nd</sup> by Trustee Paslay to change the June 24, 2014 regular meeting of the Board of Trustees to June 23, 2014 at 6:00 p.m.

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

NO: None

**9. Consideration and appropriate action relating to approval of an agreement with AmeriBank Group Benefits, LLC for insurance brokerage services.**

Motion was made by Trustee Sutherland, 2<sup>nd</sup> by Trustee Young to approve an agreement with AmeriBank Group Benefits, LLC for insurance brokerage services.

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

NO: None

**10. Consideration and appropriate action relating to approval Community Care Plan IDEA IP250 for group health benefits for the 2014-15 fiscal year.**

Motion was made by Chairman Sien, 2<sup>nd</sup> by Trustee Sutherland to table until the next meeting on June 23, 2014 with items for \$250 deductible and \$500 deductible options.

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

**11. Consideration and appropriate action relating to renewal with Delta Dental for group dental benefits for the 2014-15 fiscal year.**

Motion was made by Trustee Forbes, 2<sup>nd</sup> by Trustee Jones to approve the renewal with Delta Dental for group dental benefits for the 2014-15 fiscal year.

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

**12. Consideration and appropriate action relating to approval of Mutual of Omaha for group life benefits for the 2014-15 fiscal year.**

Motion was made by Trustee Sutherland, 2<sup>nd</sup> by Trustee Paslay to approve Mutual of Omaha for group life benefits for the 2014-15 fiscal year.

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

**13. City Managers Report**

**A. Capital Projects**

Work will proceed on the senior center building as soon as the weather permits.

**14. Adjournment**

Motion was made by Chairman Sien, 2<sup>nd</sup> by Trustee Sutherland to adjourn.

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

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Randy Sien, Chairman

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Herb Forbes, Trustee

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David Sutherland, Vice-Chairman

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Joyce Jech, Trustee

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Patrick Young, Trustee

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Shirley Lett, Secretary

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Kevin Paslay, Trustee

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Date Minutes Approved:

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Eugene Jones, Trustee

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