

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, APRIL 30, 2013, 7:00 P.M., MUNICIPAL BOARDROOM**

1. **Call to Order**

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

2. **Invocation**

The invocation was led by Eugene Jones, Councilor, ward 7.

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 April 9, 2013 regular meeting and the April 15th special meeting.

B. Approval of Purchase Orders/Warrants: (#106648-106731)

I.	General	\$91,172.06
----	---------	-------------

II.	Cemetery	154.75
-----	----------	--------

III.	One Cent	7,750.00
------	----------	----------

Motion was made by Councilor Young, 2nd by Councilor Jones to approve the Consent Agenda.

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

NO: None

6. **Consideration and appropriate action relating to acceptance of the FY 2011-2012 audit.**

Motion was made by Councilor Jones, 2nd by Vice-Mayor Sutherland to approve.

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

NO: None

7. **Consideration and appropriate action relating to approval of an agreement with Crawford & Associates for financial services.**

Motion was made by Councilor Forbes, 2nd by Councilor Jones to approve.

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

NO: None

8. **Consideration and appropriate action relating to the G & R Trucking Lease and to authorize the City Manager to settle or pursue legal action.**

Motion was made by Councilor Young, 2nd by Councilor Forbes to authorize the City Manager to settle.

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

NO: None

9. **Consideration and appropriate action relating to approval of an agreement with Retail Attractions and to authorize the City Manager to execute the documents.**

Motion was made by Vice-Mayor Sutherland, 2nd by Councilor Young to approve agreement with Retail Attractions and to authorize the City Manager to execute the documents.

YES: Sien, Forbes, Sutherland, Jech, Young

NO: Paslay, Jones

10. **Consideration and appropriate action related to proposed Resolution 2013-11, a resolution of the City of Skiatook establishing the Fire Protection Service Area of the City.**

Motion was made by Councilor Young, 2nd by Councilor Jones to approve Resolution 2013-11, a resolution of the City of Skiatook establishing the Fire Protection Service Area of the City.

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

NO: None

11. **Consideration and appropriate action relating to proposed Ordinance 2013-06, An Ordinance Amending the Provisions of Title 6, Chapter 2, "Fire Department", Section 6-2-18, Entitled "Fire Runs Within and Outside Service Area" by Amending the Definition of "Service Area" for the Provision of Fire Protection Services, containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.**

Motion was made by Mayor Sien, 2nd by Vice-Mayor Sutherland to approve Ordinance 2013-06.

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

NO: None

12. **Consideration and appropriate action related to approval of emergency clause for Ordinance 2013-06.**

Motion was made by Councilor Forbes, 2nd by Vice-Mayor Sutherland to approve the emergency clause.

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

NO: None

13. **Consideration and appropriate action relating to the acceptance of a donation of Fire Equipment in an estimated amount of \$50,000.00, and the surplus of equipment unable to be used by the department.**

Motion was made by Vice-Mayor Sutherland, 2nd by Councilor Young to accept the donation of Fire Equipment in an estimated amount of \$50,000.00, and the surplus of equipment unable to be used by the department.

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

NO: None

14. **Consideration and appropriate action relating to designation of a representative and an alternate to the INCOG Board of Directors for the upcoming two-year term. (currently: J D Prather and Brad White)**

Motion was made by Mayor Sien, 2nd by Councilor Jones to designate Joyce Jech as a representative and Dan Yancey as the alternate to the INCOG Board of Directors.

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

NO: None

15. **Consideration and appropriate action relating to the appointment of two (2) Councilors to the Skiatook Economic Development Authority.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to appoint Herb Forbes and Patrick Young to Skiatook Economic Development Authority.

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

NO: None

16. **Consideration and appropriate action relating to approval of an agreement with Municipal Finance Services for financial advisor services.**

Motion was made by Vice-Mayor Sutherland, 2nd by Councilor Jones to approve an agreement with Municipal Finance Services for financial advisor services.

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

NO: None

17. **City Managers Report**

A. Capital Projects

Rural Water District 15 has drafted a Memorandum of Understanding for chloramine conversion. It is being reviewed by City Attorney. We will follow up with the council on this item in the future. The sports park bathroom will go out for bid hopefully sometime within the next 30 days. The flow monitors for the sewer have been pulled ahead of schedule.

B. Relocation of Enclosed Electric Meters

We are currently taking corrective action with residents. We will be giving a 120 day time frame to correct the problem.

C. Surplus Property Sealed Bids

Notice to bid on Crown Victoria police vehicles has been posted.

18. **Adjournment.**

Motion was made by Mayor Sien, 2nd by Vice-Mayor 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 30, 2013, 7:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Sien at 8:40 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 March 26, 2013 regular meeting.

B. Approval of Purchase Orders/Warrants: (#106648-106731)

I. SPWA \$255,729.70

Motion was made by Trustee Jones, 2nd by Trustee Forbes to approve Consent Agenda.

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

NO: None

6. City Managers Report

A. Capital Projects

Downtown Revitalization Meeting Presentation was shown by Mr. Yancey.

7. Adjournment

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

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

NO: None

Randy Sien, Chairman

Herb Forbes, Councilor

David Sutherland, Vice-Chairman

Joyce Jech, Councilor

Patrick Young, Councilor

Shirley Lett, City Clerk/Treasurer

Kevin Paslay, Councilor

Date Minutes Approved:

Eugene Jones, Councilor

