

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, MARCH 26, 2013, 7:00 P.M., MUNICIPAL BOARDROOM**

1. **Call to Order**

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

2. **Invocation**

The invocation was given by Associate Pastor Bill Bowman, Immanuel Baptist Church.

3. **Flag Salute**

The flag salute was led by Bryn Burgess, Interim Fire Chief.

4. **Roll Call**

PRESENT: Josh Brown, Debbie Cook, Joyce Jech, Randy Sien

ABSENT: J D Prather

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 12, 2013 regular meeting.

B. Approval of Purchase Orders/Warrants: (#106318-106375)

I.	General	\$40,632.95
II.	Cemetery	1,887.14
III.	Airport	150.00
IV.	One Cent	6,422.95
V.	Cemetery Perpetual Care	562.50

Motion was made by Councilor Sien, 2nd by Mayor Brown to accept as printed.

YES: Brown, Cook, Jech, Sien

NO: None

6. **Presentation regarding the drainage issue on South Locust (South Fork Horse Creek).**

Mr. Mc Alpine presented a drainage study of South Fork Horse Creek.

7. **PUBLIC HEARING Regarding Tulsa County Rural Development's Community Development Block Grant (CDBG).**

Motion was made by Mayor Brown, 2nd by Councilor Sien to open the Public Hearing.

YES: Brown, Cook, Jech, Sien

NO: None

Public Hearing – Heard Citizen's Comments.

Motion was made by Mayor Brown, 2nd by Councilor Sien to close the Public Hearing.

YES: Brown, Cook, Jech, Sien

NO: None

8. **Consideration and appropriate action relating the selection of Community Development Block Grant Project.**

Motion was made by Councilor Sien, 2nd by Councilor Jech to select the Senior Citizen's Project for the CDBG with any remaining funds to help with the Health Clinic.

YES: Brown, Cook, Jech, Sien

NO: None

9. **Consideration and appropriate action relating to a Citizen's request to address the Council concerning what help the City can offer to the youth baseball and softball organizations for items to be purchased for the Skiatook Sports Park.**

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

YES: Brown, Cook, Jech, Sien

NO: None

10. **Consideration and appropriate action related to proposed Ordinance 2013-05, an ordinance amending the provisions of Title 3 "Finance and Taxation", Chapter 1 "Purchasing Policies", Section 3-1-6, "Sale or Disposition of Surplus Property", 3-1-2, of the Skiatook Municipal Code, Containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.**

Motion was made by Mayor Brown, 2nd by Councilor Sien to approve Ordinance 2013-05 amending the provisions of Title 3 "Finance and Taxation", Chapter 1 "Purchasing Policies", Section 3-1-6, "Sale or Disposition of Surplus Property", 3-1-2, of the Skiatook Municipal Code, Containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.

YES: Brown, Cook, Jech, Sien

NO: None

11. **Consideration and appropriate action relating to an emergency clause for Ordinance 2013-05.**

Motion was made by Councilor Sien, 2nd by Councilor Jech to approve.

YES: Brown, Cook, Jech, Sien

NO: None

12. **Consideration and appropriate action relating to a proposed agreement between the City of Skiatook and TS Skiatook, LLC, related to a sales tax rebate for retail development.**

Motion was made by Councilor Sien, 2nd by Mayor Brown to approve an agreement between the City of Skiatook and TS Skiatook, LLC, related to a sales tax rebate for retail development.

YES: Brown, Cook, Jech, Sien

NO: None

13. **Consideration and appropriate action relating to Resolution 2013-7 establishing rules for City Council Meetings.**

Motion was made by Mayor Brown, 2nd by Councilor Jech to approve Resolution 2013-7 establishing rules for City Council Meetings.

YES: Brown, Jech, Sien

NO: Cook

14. **City Manager's Report**

A. Cell Phone Stipend

Mr. Yancey presented the Cell Phone Stipend Policy for the employees.

B. Capital Projects(i.e. Senior Center, Health Clinic, storm sirens)

Mr. Yancey gave an update on Storm Sirens, and testing will be on Fridays at noon. Mr. Yancey spoke of the progress on the Senior Center and on the Health Clinic.

15. **Adjournment.**

Motion was made by Mayor Brown, 2nd by Councilor Sien to adjourn.

YES: Brown, Cook, Jech, Sien

NO: None

Shirley Lett, City Clerk/Treasurer

Josh Brown, Mayor

Date Minutes Approved:

Randy Sien, Vice-Mayor

Debbie Cook, Councilor

J D Prather, Councilor

Joyce Jech, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, MARCH 26, 2013, 7:00 P.M., MUNICIPAL BOARDROOM**

1. **Call to Order**

The meeting was called to order by Mayor Josh Brown at 8:45 p.m. in the Municipal Boardroom.

4. **Roll Call**

PRESENT: Josh Brown, Debbie Cook, Joyce Jech, Randy Sien

ABSENT: J D Prather

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 12, 2013 regular meeting.

B. Approval of Purchase Orders/Warrants: (#106318-106375)

I. SPWA \$20,273.28

Motion was made by Councilor Sien, 2nd by Mayor Brown to approve as printed.

YES: Brown, Cook, Jech, Sien

NO: None

6. **Consideration and appropriate action relating to a Requisition in an amount not to exceed \$35,000 for the purchase of a transformer for the casino.**

Motion was made by Councilor Sien, 2nd by Councilor Jech to approve.

YES: Brown, Cook, Jech, Sien

NO: None

7. **Consideration and appropriate action relating to Resolution 2013-9 providing for the establishment of a Surplus Property Policy.**

Motion was made by Councilor Sien, 2nd by Councilor Jech to approve Resolution 2013-9 providing for the establishment of a Surplus Property Policy.

YES: Brown, Cook, Jech, Sien

NO: None

8. **Consideration and appropriate action relating to Resolution 2013-8 establishing rules for City Council Meetings.**

Motion was made by Mayor Brown, 2nd by Councilor Sien to approve Resolution 2013-8 establishing rules for City Council Meetings.

YES: Brown, Jech, Sien

NO: Cook

9. **City Manager's Report**

A. Capital Projects(i.e. Chloramine Conversion)

Mr. Yancey reported on the Chloramine Conversion and the cost associated in an amount of \$197,880.00. Mr. Yancey reported on the Sports Park Project.

10. **Adjournment**

Motion was made by Mayor Brown, 2nd by Councilor Sien to adjourn.

YES: Brown, Cook, Jech, Sien

NO: None

Shirley Lett, City Clerk/Treasurer

Josh Brown, Mayor

Date Minutes Approved:

Randy Sien, Vice-Mayor

Debbie Cook, Councilor

J D Prather, Councilor

Joyce Jech, Councilor

