

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, DECEMBER 10, 2013, 6:00 P.M., MUNICIPAL BOARDROOM**

1. **Call to Order**
The meeting was called to order by Mayor Randy Sien at 6:00 p.m. in the Municipal Boardroom.
2. **Invocation**
The invocation was given by Councilor Eugene Jones, Ward 7 (at large).
3. **Flag Salute**
The flag salute was led by Chief Chad Collins, 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 November 26, 2013 regular meeting.
 - B. Approval of Purchase Orders/Warrants: (#109842-109926)

I. General	\$55,678.52
II. Cemetery	577.65
III. Airport	459.87
IV. Court	701.10
V. One Cent	28,515.79

Motion was made by Councilor Sutherland, 2nd by Councilor Paslay to approve as printed.
YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None
6. **Consideration and appropriate action relating to items removed from the Consent Agenda.**
THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.
7. **PROCLAMATION declaring December 7, 2013 John Thomason Day.**
Mayor Sien presented Mr. Thomason the Proclamation declaring December 7, 2013 John Thomason Day.
8. **Consideration and appropriate action related to dilapidated structure located at 218 E. Oak, and setting date for public hearing on dilapidation.**
Motion was made by Mayor Sien, 2nd by Councilor Sutherland to approve 60 additional days and bring back to the February 11, 2014 meeting.
YES: Sien, Forbes, Sutherland, Jech, Young, Paslay, Jones
NO: None
9. **Consideration and appropriate action related to removal of dilapidated structure located at 216 E. Oak.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to approve 60 additional days and bring back to the February 11, 2014 meeting.

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

NO: None

10. Consideration and appropriate action relating to bids received for the Self-Serve AVGAS Fuel System for Skiatook Municipal Airport and possible award of bid.

Motion was made by Councilor Sutherland, 2nd by Councilor Jech to award the bid for the Self-Serve AVGAS Fuel System for Skiatook Municipal Airport be awarded to Fuel Tech, Inc., as the lowest responsible bidder, in the total amount of \$109,816.00, which was the next to lowest bid, based on the engineer's recommendation and for the reason that Fuel Tech, Inc., has completed many more projects of this type in the past three years and has more extensive recent experience in managing and completing this type of project, as well as Fuel Tech, Inc., meeting the bidder qualification requirements while Hoidale, Inc., did not.

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

NO: None

11. Consideration and appropriate action relating to approval of Ordinance 2013-24; an ordinance amending the provisions of Title 6, "Public Safety and Nuisances" of the Code of Ordinances of the City of Skiatook, Oklahoma, by establishing a new Chapter 3A, entitled "Public Safety Capital Fee", establishing a Public Safety Capital Fee of \$3.00 per month per utility customer, establishing a Public Safety Capital Fund, providing for codification and containing other provisions related thereto.

Motion was made by Mayor Sien, 2nd by Councilor Young to table until December 30, 2013 regular council meeting.

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

NO: None

12. Consideration and appropriate action relating to authorizing the City Manager to enter into an agreement with the City of Skiatook and C. R. T. S. for trash service at Star Lake.

Motion was made by Councilor Forbes, 2nd by Councilor Sutherland to authorize the City Manager to enter into an agreement with the City of Skiatook and C. R. T. S. for trash service at Star Lake.

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

NO: None

13. Consideration and appropriate action relating to Resolution 2013-37; a resolution of the City Council of the City of Skiatook, Oklahoma, dissolving the Mayor's Cemetery Advisory Committee.

Motion was made by Councilor Young, 2nd by Councilor Jones to take no action.

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

NO: Sien (ABSTAIN)

14. Consideration and appropriate action relating to approval of an amendment to the Agreement for Medical Director Services.

Motion was made by Councilor Forbes, 2nd by Councilor Sutherland to approve an amendment to the Agreement for Medical Director Services.

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

NO: None

15. **Consideration and appropriate action relating to approval of the City Council’s Regular Meeting Schedule for 2014.**

Motion was made by Councilor Sutherland, 2nd by Councilor Jech to approve the City Council’s Regular Meeting Schedule for 2014.

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

16. **City Managers Report**
A. Capital Projects

The budget for the swing sets for Central Park is \$24,000.00. This is for the swing set, mulch, and sidewalks.

The Sports Park Restroom Project is progressing.

B. 500 E. Third

December 13, 2013 the City will go out for bid for demolition of property unless directed to by the Council to do otherwise.

C. 503 E. Third

December 13, 2013 the City will go out for bid for demolition of property unless directed to by the Council to do otherwise.

D. 411 1/2 E. Third

Guts Church has agreed to help with demolition of this property.

E. 202 E. Oak

This property is cleared.

17. **Public Comment Forum**

Chief Dean addressed Police Department Staffing issues. Officers in training, retiring, and injuries. We have advertised to fill the openings.

Linda Loftis would like to work on the Swing Set Project.

Casey Morrison spoke on property issues.

18. **Adjournment.**

Motion was made by Mayor Sien, 2nd by Councilor Forbes 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, DECEMBER 10, 2013, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Mayor Randy Sien at 7:05 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 November 26, 2013 regular meeting.

B. Approval of Purchase Orders/Warrants: (#109842-109926)

I. SPWA \$315,004.29

C. Approval of an amendment to SPWA Miscellaneous 55-338 and a supplemental appropriation to Electric Department Capital Outlay 55-454-610 for \$4,411.00.

Motion was made by Trustee Sutherland, 2nd by Trustee Paslay to approve as printed.

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

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 approval of the Public Works Authority's Regular Meeting Schedule for 2014.

Motion was made by Trustee Forbes, 2nd by Trustee Jech to approve the Public Works Authority's Regular Meeting Schedule for 2014.

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

NO: None

**8. City Managers Report
A. Capital Projects**

Engineering reports on the Senior Center will go out for bid.

We are continuing to look for funding on the Health Clinic.

9. Adjournment

Motion was made by Chairman Sien, 2nd by Trustee Paslay 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

