

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

1. **Call to Order**

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

2. **Invocation**

The invocation was given by Pastor Jerald Freeman, Ascension Church.

3. **Flag Salute**

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

4. **Roll Call**

PRESENT: Josh Brown, Debbie Cook, Joyce Jech, J D Prather, Randy Sien

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 February 12, 2013 regular.

B. Approval of Purchase Orders/Warrants: (#105958-106020)

I. General	\$39,981.72
II. Cemetery	118.39
III. Airport	6,250.00
IV. One Cent	3,888.00

Motion was made by Councilor Sien, 2<sup>nd</sup> by Councilor Prather to approve Consent Agenda.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

6. **Consideration and appropriate action relating to approval of Ordinance 2013-04, An Ordinance Amending the provisions of Title 3 "Finance and Taxation", Chapter 1 "Purchasing Policies", Sections 3-1-1, "Definitions", 3-1-2, "Purchasing Officer" & 3-1-3, "Purchases Without Approval" 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 Councilor Sien, 2<sup>nd</sup> by Councilor Prather to approve Ordinance 2013-04, An Ordinance Amending the provisions of Title 3 "Finance and Taxation", Chapter 1 "Purchasing Policies", Sections 3-1-1, "Definitions", 3-1-2, "Purchasing Officer" & 3-1-3, "Purchases Without Approval" of the Skiatook Municipal Code.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

7. **Consideration and appropriate action relating to an emergency clause for Ordinance 2013-4.**

Motion was made by Mayor Brown, 2<sup>nd</sup> by Councilor Prather to approve.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

8. **Consideration and appropriate action relating to the renewal of the Worker's Compensation Policy with CompSource Oklahoma.**

Motion was made by Councilor Sien, 2<sup>nd</sup> by Councilor Prather to approve.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

9. **Consideration and appropriate action relating to a time extension for demolition of structures located at 405 E. 2<sup>nd</sup> Street that has become dilapidated and has become detrimental to the health, safety or welfare of the general public.**

Motion was made by Mayor Brown, 2<sup>nd</sup> by Councilor Sien to approve a time extension for demolition of structures located at 405 E. 2<sup>nd</sup> Street.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

10. **Consideration and appropriate action relating to the Planning Commission's recommendation to approve a lot split (SKL-161) located at the northeast corner of Country Road and Stockman Road.**

Motion was made by Mayor Brown, 2<sup>nd</sup> by Councilor Sien to approve the lot split (SKL-161) subject to the provisions of utility easements and sewage disposal.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

11. **Consideration and appropriate action relating to approval of Resolution 2013-5 providing for authorization of an incurrence of indebtedness by the Skiatook Public Works Authority for the purchase of a refuse vehicle in an amount of \$164,440.57.**

Motion was made by Councilor Sien, 2<sup>nd</sup> by Councilor Prather to approve Resolution 2013-5 providing for authorization of an incurrence of indebtedness by the Skiatook Public Works Authority for the purchase of a refuse vehicle in an amount of \$164,440.57.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

12. **Consideration and appropriate action relating to an executive session for the purpose of discussing matters pertaining to economic development in accordance with Title 25 OS, Section 307(C), paragraph 10.**

Motion was made by Mayor Brown, 2<sup>nd</sup> by Councilor Prather to adjourn into Executive Session.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

Motion was made by Mayor Brown, 2<sup>nd</sup> by Councilor Sien to reconvene into Regular Session.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

THE MINUTES OF THE EXECUTIVE SESSION WERE GIVEN TO CITY CLERK BY MAYOR BROWN.

13. **Consideration and appropriate action relating to economic development.**

Motion was made by Mayor Brown, 2<sup>nd</sup> by Councilor Sien to let Mr. Yancey contact the people and discuss and Executive Session and come back to the next meeting.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

14. **City Manager's Report**

**A. Project Update**

Mr. Yancey gave an update on Cemetery Committee, Airport Committee, new budget, and capital projects. Also discussed the new chairs, television for power point presentations were preparations for the new Council. The radio systems are still down. We have a tech that is coming to assess the damage and will follow up at a later date. Brad White gave an update on the Senior Citizen's Grant, and Sanitary Sewer Projects. Sanitary Sewer bid opening is Thursday and we will be awarding the bid at the next Council Meeting.

**B. Electric Meters**

Some residential electric meters that cannot be read by the meter readers because they are inside the house or on enclosed porches will be receiving a letter to move the electric meters to the outside of the structure.

**15. Adjournment.**

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

YES: Brown, Cook, Jech, Prather, Sien

NO: None

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Shirley Lett, City Clerk/Treasurer

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Josh Brown, Mayor

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Date Minutes Approved:

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Randy Sien, Vice-Mayor

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Debbie Cook, Councilor

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J D Prather, Councilor

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Joyce Jech, Councilor

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

1. **Call to Order**

The meeting was called to order by Mayor Brown at 8:25 p.m. in the Municipal Boardroom.

4. **Roll Call**

PRESENT: Josh Brown, Debbie Cook, Joyce Jech, J D Prather, Randy Sien

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 February 12, 2013 regular.

B. Approval of Purchase Orders/Warrants: (#105958-106020)

I. SPWA \$220,572.54

Motion was made by Councilor Sien, 2<sup>nd</sup> by Councilor Prather to approve Consent Agenda.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

6. **Consideration and appropriate action relating to the renewal of the Worker's Compensation Policy with CompSource Oklahoma.**

Motion was made by Councilor Sien, 2<sup>nd</sup> by Councilor Prather to approve.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

7. **Consideration and appropriate action relating to approval of Resolution 2013-4 providing for the purchasing authority for the Public Works Director.**

Motion was made by Mayor Brown, 2<sup>nd</sup> by Councilor Prather to approve Resolution 2013-4.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

8. **Consideration and appropriate action relating to approval of Resolution 2013-6 providing for authorization of an incurrence of indebtedness by the Skiatook Public Works Authority for the purchase of a refuse vehicle in an amount of \$164,440.57.**

Motion was made by Councilor Sien, 2<sup>nd</sup> by Councilor Prather to approve Resolution 2013-6.

YES: Brown, Cook, Jech, Prather, Sien

NO: None

9. **City Manager's Report**

A. **Project Update**

Skiatook Health Clinic update: Searching for an architect to draw plans.

10. **Adjournment**

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

YES: Brown, Cook, Jech, Prather, Sien

NO: None

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Shirley Lett, City Clerk/Treasurer

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Josh Brown, Mayor

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Date Minutes Approved:

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Randy Sien, Vice-Mayor

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Debbie Cook, Councilor

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J D Prather, Councilor

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Joyce Jech, Councilor

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