

**MINUTES OF THE MEETING  
OF THE SKIATOOK CITY COUNCIL  
TUESDAY, JUNE 11, 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 given by Brad White, Public Works Director.

3. **Flag Salute**

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

4. **Roll Call**

PRESENT: Randy Sien, Herb Forbes, David Sutherland, Joyce Jech, Patrick Young, Eugene Jones

ABSENT: Kevin Paslay

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 28, 2013 regular meeting and June 3, 2013 work session and special meeting.

B. Approval of Purchase Orders/Warrants: (#107257-107342)

I. General	\$36,720.00
II. Cemetery	185.93
III. Airport	480.01
IV. Court	586.29
V. One Cent	15,009.51

Motion was made by Councilor Sutherland, 2<sup>nd</sup> by Councilor Young to approve as printed.

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

NO: None

6. **Consideration and appropriate action relating to items removed from the Consent Agenda.**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Sutherland to take no action.

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

NO: None

7. **Consideration and appropriate action relating to an amendment to the General Fund budget wherein estimated revenues are increased by a total of \$4,306.15 to Line Item 01-338 representing a donation from the Cherokee Nation and approval of a supplemental appropriation to the Police Department Capital Outlay to Line Item 01-405-610.**

Motion was made by Councilor Forbes, 2<sup>nd</sup> by Councilor Jones to accept the donation from Cherokee Nation totaling \$4,306.15 and approval of a supplemental appropriation to the Police Department Capital Outlay to Line Item 01-405-610.

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

NO: None

8. **Consideration and appropriate action relating to approval of Resolution 2013-15 ratifying the Collective Bargaining Agreement Between the City of Skiatook and Fraternal Order of Police Lodge #166 for Fiscal Year 2013-2014.**

Motion was made by Councilor Sutherland, 2<sup>nd</sup> by Councilor Young to approve Resolution 2013-15 ratifying the Collective Bargaining Agreement Between the City of Skiatook and Fraternal Order of Police Lodge #166 for Fiscal Year 2013-2014.

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

NO: None

9. **Consideration and appropriate action relating to approval of Resolution 2013-16 ratifying the Collective Bargaining Agreement between the City of Skiatook and Skiatook Professional Fire Fighters Local 4067, International Association of Fire Fighters, for Fiscal Year 2013-2014.**

Motion was made by Councilor Young, 2<sup>nd</sup> by Councilor Sutherland to approve Resolution 2013-16 ratifying the Collective Bargaining Agreement between the City of Skiatook and Skiatook Professional Fire Fighters Local 4067, International Association of Fire Fighters, for Fiscal Year 2013-2014.

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

NO: None

10. **Consideration and appropriate action relating to approval of Ordinance 2013-08 amending the provisions of Title 5, Chapter 4 "Ambulance Service", Section 5-4-6, entitled "Persons Eligible for Service" and Section 5-4-8, entitled "Election to Subscribe to Ambulance Service", containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.**

Motion was made by Councilor Forbes, 2<sup>nd</sup> by Councilor Jones to approve Ordinance 2013-08 amending the provisions of Title 5, Chapter 4, Section 5-4-6 and Section 5-4-8; and declaring an emergency.

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

NO: None

11. **Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2013-08.**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Sutherland to approve an emergency clause for Ordinance 2013-08.

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

NO: None

12. **Consideration and appropriate action relating to approval of an agreement with Verdigris Valley Electric Company (VVEC) for the collecting of fees for services provided by the Skiatook Fire/EMS Department.**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Forbes to table until the June 25, 2013 Regular Council Meeting.

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

NO: None

13. **Consideration and appropriate action relating to approval of Ordinance 2013-09 amending the rates of residential refuse service charges and amending the provisions of Title 9, Chapter 5 "Garbage and Refuse Collection", Section 9-5-4, entitled "Refuse Service Charges and Fees; Payment Procedure" containing other provisions related thereto, repealing all ordinances of parts of ordinances in conflict herewith, and declaring an emergency.**
- Motion was made by Councilor Jones, 2<sup>nd</sup> by Councilor Forbes to approve Ordinance 2013-09 amending the rates of residential refuse service charges and amending the provisions of Title 9, Chapter 5, Section 9-5-4, and declaring an emergency.
- YES: Sien, Forbes, Sutherland, Jech, Young, Jones  
NO: None
14. **Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2013-09.**
- Motion was made by Councilor Forbes, 2<sup>nd</sup> by Councilor Sutherland to approve an emergency clause for Ordinance 2013-09.
- YES: Sien, Forbes, Sutherland, Jech, Young, Jones  
NO: None
15. **Consideration and appropriate action relating to approval of Resolution 2013-17 amending commercial and industrial refuse service charges/fees and establishing an effective date.**
- Motion was made by Councilor Sutherland, 2<sup>nd</sup> by Councilor Young to approve Resolution 2013-17 amending commercial and industrial refuse service charges/fees and establishing an effective date.
- YES: Sien, Forbes, Sutherland, Jech, Young, Jones  
NO: None
16. **Consideration and appropriate action relating to an agreement between the City of Skiatook and Skiatook Rural Water District #15.**
- Motion was made by Councilor Young, 2<sup>nd</sup> by Councilor Jones to accept an agreement between the City of Skiatook and Skiatook Rural Water District #15.
- YES: Sien, Forbes, Sutherland, Jech, Young, Jones  
NO: None
17. **Consideration and appropriate action relating to a request for Trustee approval of Resolution 2013-13; providing for the adoption of an annual operating budget for the General Fund and other funds as established by the Skiatook City Council; classifying revenues for each fund; establishing levels of expenditures by classification as provided by statute; and establishing an effective date.**
- Motion was made by Councilor Young, 2<sup>nd</sup> by Councilor Sutherland to approve Resolution 2013-13; providing for the adoption of an annual operating budget for the General Fund and other funds as established by the Skiatook City Council; classifying revenues for each fund; establishing levels of expenditures by classification as provided by statute; and establishing an effective date.
- YES: Sien, Forbes, Sutherland, Jech, Young, Jones  
NO: None

18. **Consideration and appropriate action relating to a request for Council authorization for Mayor Sien to sign the Urbanized Boundary Map relating to future Federal Funding for the City of Skiatook.**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Jones to approve authorizing Mayor Sien to sign the Urbanized Boundary Map relating to future Federal Funding for the City of Skiatook.

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

NO: None

19. **Consideration and appropriate action relating to a request for Councilor approval of an executive session for the purpose of discussion and inquiry, for informational purposes only, the employment status of the Police Chief, pursuant to 25 O.S. Section 307(B)(1).**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Sutherland not to go into Executive Session.

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

NO: None

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

The snow cone business in Central Park is not in compliance. We are trying to rectify this problem.

Just a reminder: the Council meetings are being moved to 6:00 p.m. beginning on July 9, 2013.

There is now an anonymous complaint form on the website.

21. **Consideration and appropriate action relating to granting a permit to Skiatook Bluegrass Association, 2415 CR2255, Skiatook, OK 74070 to operate a Concert in the Park to be held on June 23, 2013 from 3:00 p.m. to 6:00 p.m. in Skiatook Central Park.**

Motion was made by Mayor Sien, 2<sup>nd</sup> by Councilor Jones to approve the permit to Skiatook Bluegrass Association, 2415 CR2255, Skiatook, OK 74070 to operate a Concert in the Park to be held on June 23, 2013 from 3:00 p.m. to 6:00 p.m. in Skiatook Central Park.

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

NO: None

22. **Public Comment Forum**

NO ACTION WAS TAKEN.

23. **Adjournment.**

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

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

NO: None

\_\_\_\_\_  
Randy Sien, Mayor

\_\_\_\_\_  
Herb Forbes, Councilor

\_\_\_\_\_  
David Sutherland, Vice-Mayor

\_\_\_\_\_  
Joyce Jech, Councilor

\_\_\_\_\_  
Patrick Young, Councilor

\_\_\_\_\_  
Shirley Lett, City Clerk Treasurer

\_\_\_\_\_  
**ABSENT**  
Kevin Paslay, Councilor

\_\_\_\_\_  
Date Minutes Approved:

\_\_\_\_\_  
Eugene Jones, Councilor

\*\*\*\*\*

**MINUTES OF THE MEETING  
OF THE SKIATOOK PUBLIC WORKS AUTHORITY  
TUESDAY, JUNE 11, 2013, 7:00 P.M., MUNICIPAL BOARDROOM**

1. **Call to Order**

The meeting was called to order by Chairman Sien at 7:40 p.m. in the Municipal Boardroom.

4. **Roll Call**

PRESENT: Randy Sien, Herb Forbes, David Sutherland, Joyce Jech, Patrick Young, Eugene Jones  
 ABSENT: Kevin Paslay  
 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 28, 2013 regular meeting and June 3, 2013 work session and special meeting.  
 B. Approval of Purchase Orders/Warrants: (#107257-107342)  
 I. SPWA \$300,829.36

Motion was made by Trustee Young, 2<sup>nd</sup> by Trustee Sutherland to accept as printed.

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

6. **Consideration and appropriate action relating to items removed from the Consent Agenda.**

Motion was made by Chairman Sien, 2<sup>nd</sup> by Trustee Forbes to take no action.

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

7. **Consideration and appropriate action relating to approval of Resolution 2013-14; providing for the adoption of an annual operating budget for the Public Works Authority as established by the Skiatook Public Works Authority; classifying revenues for each fund; establishing levels of expenditures by classification as provided by statute; and establishing an effective date.**

Motion was made by Trustee Sutherland, 2<sup>nd</sup> by Trustee Young to approve Resolution 2013-14; providing for the adoption of an annual operating budget for the Public Works Authority as established by the Skiatook Public Works Authority; classifying revenues for each fund; establishing levels of expenditures by classification as provided by statute; and establishing an effective date.

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

8. **Consideration and appropriate action relating to approval of Resolution 2013-18 amending residential, commercial and industrial refuse service charges/fees and establishing an effective date.**

Motion was made by Trustee Young, 2<sup>nd</sup> by Trustee Sutherland to approve Resolution 2013-18 amending residential, commercial and industrial refuse service charges/fees and establishing an effective date.

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

NO: None

9. **Consideration and appropriate action relating to an agreement between the City of Skiatook, the Skiatook Public Works Authority and Osage County Rural Water Management District #15 related to chloramination conversion project.**

Motion was made by Trustee Forbes, 2<sup>nd</sup> by Trustee Sien to approve an agreement between the City of Skiatook, the Skiatook Public Works Authority and Osage County Rural Water Management District #15 related to chloramination conversion project.

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

NO: None

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

Health Clinic Plans

Sports Park bathroom projects after July 1, 2013.

11. **Adjournment**

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

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

NO: None

\_\_\_\_\_  
Randy Sien, Chairman

\_\_\_\_\_  
Herb Forbes, Trustee

\_\_\_\_\_  
David Sutherland, Vice-Chairman

\_\_\_\_\_  
Joyce Jech, Trustee

\_\_\_\_\_  
Patrick Young, Trustee

\_\_\_\_\_  
ABSENT

\_\_\_\_\_  
Shirley Lett, Secretary

\_\_\_\_\_  
Kevin Paslay, Trustee

\_\_\_\_\_  
Date Minutes Approved:

\_\_\_\_\_  
Eugene Jones, Trustee

\*\*\*\*\*  
\*\*\*\*\*