

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
MONDAY, DECEMBER 30, 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 Herb Forbes, Councilor, Ward 1.

3. Flag Salute

The flag salute was led by Chief Pat Dean, Skiatook Police 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 December 10, 2013 regular meeting.
- B. Approval of Purchase Orders/Warrants: (#110258-110341)
 - I. General \$65,998.69
 - II. Cemetery 22.41
 - III. One Cent 32,515.42
- C. Approval of a supplemental appropriation to One Cent Capital Projects Fire Department 15-400-644 in an amount of \$25,875.00 for Police Compressed Natural Gas truck.

Motion was made by Councilor Sutherland, 2nd by Councilor Jech to approve as noted.

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. PRESENTATION to Sergeant Rocky Davis.

City Manager Dan Yancey presented a plaque to Rocky Davis for 19 years of service.

Chief Dean retired Sergeant Davis' gun and badge and presented to him.

8. Discussion and possible action related to a dilapidated structure located at 500 E. Third.

Motion was made by Councilor Young, 2nd by Councilor Jones to allow Mr. Morrison to have until January 28th to follow up with plans for a building permit.

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

NO: None

9. Discussion and possible action related to a dilapidated structure located at 503 E. Third.

Motion was made by Councilor Jones, 2nd by Councilor Young to grant Mr. Morrison until January 28th to follow up with plans for a building permit.

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

10. **Consideration and appropriate action relating to an amendment to the One Cent fund for \$5,925.00 to Line Item 15-338 representing a donation from Skiatook Chamber Foundation and approval of a supplemental appropriation to the Parks Department One Cent to Line Item 15-400-664.**

Motion was made by Councilor Sutherland, 2nd by Councilor Paslay to approve an amendment to the One Cent fund for \$5,925.00 to Line Item 15-338 representing a donation from Skiatook Chamber Foundation and approval of a supplemental appropriation to the Parks Department One Cent to Line Item 15-400-664.

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

11. **Consideration and appropriate action relating to the Cemetery Advisory Committee's recommendation to the Mayor to appoint Pam Redmond to the Cemetery Advisory Committee, term set to expire June 2017.**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to appoint Pam Redmond to the Cemetery Advisory Committee, term set to expire June 2017.

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

12. **Consideration and appropriate action relating to the Vice-Mayor's recommendation to the Mayor to appoint Penny McDow to the Cemetery Advisory Committee, term set to expire June 2017.**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to appoint Penny McDow to the Cemetery Advisory Committee, term set to expire June 2017.

YES: Sien, Sutherland, Young, Paslay,
NO: Forbes, Jech, Jones

13. **Consideration and appropriate action relating to the Cemetery Advisory Committee's recommendation to the Mayor to appoint Jerry Ridenour to the Cemetery Advisory Committee, term set to expire June 2017.**

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

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

14. **Consideration and appropriate action relating to 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 and declaring an emergency.**

Motion was made by Councilor, 2nd by Councilor to approve Ordinance 2013-24 with revision of Section 3-3A-3 in the first paragraph, removing "equipment", "and apparatus" and "or for any capital expenditure related to the provision of emergency services" AND adding "Capital"; 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 and declaring an emergency.

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

15. Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2013-24.

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to approve an emergency clause for Ordinance 2013-24.

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

16. City Managers Report

A. Capital Projects (i.e. Entrance Signs and City Hall donated signs)

The City received a donation of \$15,000 from GRDA, bringing the total to \$20,000 for entrance signs. We need to hire a firm to draw the design and get with the Department of Transportation for a right-of-way permit.

Councilor Sutherland donated funds to have the City of Skiatook signs changed on the front of City Hall.

B. Police and Fire Department Update

Chief Dean presented plaque to Mary Holycross for years of service with the Skiatook Police Department.

17. Public Comment Forum

NO ACTION WAS TAKEN.

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
MONDAY, DECEMBER 30, 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 December 10, 2013 regular meeting.
- B. Approval of Purchase Orders/Warrants: (#110258-110341)
 - I. SPWA \$97,422.12

Motion was made by Trustee Sutherland, 2nd by Trustee Forbes to approve as noted.

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. City Managers Report

A. Capital Projects

Trustee Jech commended the Electric Department on the recent ice storm outage. We will be looking at tree trimming program in the future.

8. Adjournment

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

