

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, AUGUST 13, 2013, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Mayor Sien at 6:00 p.m. in the Municipal Boardroom.

2. Invocation

The invocation was given by Pastor Trey Harper, Skiatook Christian Church.

3. Flag Salute

The flag salute was led by Mr. Brad White, Public Works Director.

4. Roll Call

PRESENT: Randy Sien, Herb Forbes, David Sutherland, Patrick Young, Kevin Paslay, Eugene Jones

ABSENT: Joyce Jech

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 July 30, 2013 regular meeting.

B. Approval of Purchase Orders/Warrants: (#108115-108210)

I. General	\$73,207.82
II. Cemetery	97.18
III. Airport	469.76
IV. Court	591.29
V. One Cent	35,306.87

Motion was made by Councilor Young, 2nd by Councilor Sutherland to approve as printed.

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

NO: None

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

ITEM WAS SKIPPED

7. Consideration and appropriate action relating to a citizen's request to no longer charge search fees on "public interest records".

Motion was made by Councilor Sutherland, 2nd by Councilor Paslay to no longer charge search fees on public interest records.

YES: Forbes, Sutherland, Paslay

NO: Sien, Young, Jones

MOTION FAILED

8. Discussion regarding Code Enforcement, drainage and streets in Cooper Landing.

Mr. Almonte made presentation regarding code enforcement, drainage, and streets in Cooper Landing. DISCUSSION ONLY; NO ACTION WAS TAKEN.

9. Discussion regarding the development of a Master Storm Water Drainage Plan.

DISCUSSION ONLY; NO ACTION WAS TAKEN.

10. Consideration and appropriate action relating to waiving the platting requirement upon approval of a storm water management design for property located at 1360 W. Rogers.

Motion was made by Councilor Sutherland, 2nd by Councilor Young to waive platting requirement upon approval of a storm water management design for property located at 1360 W. Rogers.

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

NO: None

- 11. Consideration and appropriate action relating to Ordinance 2013-13; an ordinance amending the provisions of Title 10, "Building Regulations", Chapter 1, "Building Codes and Regulations", related to adoption of the 2009 International Residential Code, 2009 Edition, with amendments and modifications as adopted by the Oklahoma Uniform Building Code Commission, containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, providing for codification and declaring an emergency.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to approve Ordinance 2013-13; an ordinance amending the provisions of Title 10, "Building Regulations", Chapter 1, "Building Codes and Regulations", related to adoption of the 2009 International Residential Code, 2009 Edition, with amendments and modifications as adopted by the Oklahoma Uniform Building Code Commission, containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, providing for codification and declaring an emergency.

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

NO: None

- 12. Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2013-13.**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to approve an emergency clause for Ordinance 2013-13.

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

NO: None

- 13. Consideration and appropriate action relating to Ordinance 2013-14; an ordinance amending the provisions of Title 9, Chapter 4 "Sanitary Sewer System", by establishing new Section 9-4-5.5 relating to required connections to sanitary sewers, containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.**

Motion was made by Councilor Young, 2nd by Councilor Forbes to approve Ordinance 2013-14; an ordinance amending the provisions of Title 9, Chapter 4 "Sanitary Sewer System", by establishing new Section 9-4-5.5 relating to required connections to sanitary sewers, containing other provisions related thereto, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency.

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

NO: None

- 14. Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2013-14.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to approve an emergency clause for Ordinance 2013-14.

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

NO: None

- 15. Consideration and appropriate action relating to approval of the purchase of computers for City Hall in an amount of \$16,482.00; and authorization for approximately \$2,500 in installation costs, resulting in a total amount not to exceed \$19,000.**

Motion was made by Councilor Forbes, 2nd by Councilor Sutherland to approve the purchase of computers for City Hall in an amount of \$16,482.00; and authorization for approximately \$2,500 in installation costs, resulting in a total amount not to exceed \$19,000.

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

NO: None

- 16. Consideration and appropriate action relating to a Requisition to Bob Hurley, LLC for the purchase of a ½ ton 2013 Ford F150 4x4 crew cab pickup for the Public Works Director in an amount not to exceed \$28,000.00.**

Motion was made by Councilor Young, 2nd by Councilor Jones to approve a Requisition to Bob Hurley, LLC for the purchase of a ½ ton 2013 Ford F150 4x4 crew cab pickup for the Public Works Director in an amount not to exceed \$28,000.00.

YES: Sien, Young, Jones

NO: Forbes, Sutherland, Paslay

MOTION FAILED

- 17. Consideration and appropriate action relating to the approval of an easement between the City of Skiatook and Oklahoma Natural Gas Company, described as a permanent right-of-way located in the N/2 NW/4 NW/4 of Section 28-T22N-R12E, said right-of-way being parallel adjoining south road right-of-way line of Oak Street and a 17.5 ft wide temporary working room easement (set to expire one year after construction) being parallel and adjoining south line of before mentioned permanent right-of-way.**

Motion was made by Councilor Sutherland, 2nd by Councilor Young to approve an easement between the City of Skiatook and Oklahoma Natural Gas Company, described as a permanent right-of-way located in the N/2 NW/4 NW/4 of Section 28-T22N-R12E, said right-of-way being parallel adjoining south road right-of-way line of Oak Street and a 17.5 ft wide temporary working room easement (set to expire one year after construction) being parallel and adjoining south line of before mentioned permanent right-of-way.

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

NO: None

- 18. Consideration and appropriate action relating to the approval of an easement between the City of Skiatook and Oklahoma Natural Gas Company described as a permanent right-of-way located in the SW/4 of Section 22-T22N-R12E, said right-of-way being parallel adjoining the north road right-of-way line of Oak Street and a 17.5 ft wide temporary working room easement (set to expired one year after construction) being parallel and adjoining the north line of the before mentioned permanent right-of-way.**

Motion was made by Councilor Young, 2nd by Councilor Forbes to approve an easement between the City of Skiatook and Oklahoma Natural Gas Company described as a permanent right-of-way located in the SW/4 of Section 22-T22N-R12E, said right-of-way being parallel adjoining the north road right-of-way line of Oak Street and a 17.5 ft wide temporary working room easement (set to expired one year after construction) being parallel and adjoining the north line of the before mentioned permanent right-of-way.

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

NO: None

19. **Discussion regarding Highway Functional Classification System**

DISCUSSION ONLY; NO ACTION WAS TAKEN.

20. **PUBLIC HEARING to determine if a structure located at 621 S. Broadway has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to close public hearing.

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

NO: None

21. **Consideration and appropriate action relating to a structure located at 621 S. Broadway has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Forbes to have property abated located at 621 S. Broadway has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard.

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

NO: None

22. **PUBLIC HEARING to determine if a structure located at 620 E. Third has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Young to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Young to close public hearing.

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

NO: None

23. **Consideration and appropriate action relating to a structure located at 620 E. Third has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to give property owner 60 days and come back for review.

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

NO: None

24. **PUBLIC HEARING to determine if a structure located at 202 E. Oak has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property. .**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to close public hearing.

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

NO: None

- 25. Consideration and appropriate action relating to a structure located at 202 E. Oak has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Young to abate property and give the property owner 60 days to remove the structure and bring lot into compliance.

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

NO: None

- 26. PUBLIC HEARING to determine if a structure located at 218 E. Oak has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property. .**

Motion was made by Mayor Sien, 2nd by Councilor Young to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Young to close public hearing.

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

NO: None

- 27. Consideration and appropriate action relating to a structure located at 218 E. Oak has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to give property owner 60 days to bring property into compliance and review.

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

NO: None

- 28. PUBLIC HEARING to determine if a structure located at 216 E. Oak has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property. .**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to close public hearing.

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

NO: None

- 29. Consideration and appropriate action relating to a structure located at 216 E. Oak has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to abate property and give the property owner 60 days to bring property into compliance.

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

NO: None

30. **PUBLIC HEARING to determine if a structure located at 416 E. Rogers has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property. .**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Forbes to close public hearing.

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

NO: None

31. **Consideration and appropriate action relating to a structure located at 416 E. Rogers has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to abate the garage on the property and give the property owner 60 days to bring the property into compliance.

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

NO: None

32. **PUBLIC HEARING to determine if a structure located at 411 ½ E. Third has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property. .**

Motion was made by Mayor Sien, 2nd by Councilor Young to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Young to close public hearing.

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

NO: None

33. **Consideration and appropriate action relating to a structure located at 411 ½ E. Third has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.**

Motion was made by Mayor Sien, 2nd by Councilor Jones to give Ms. Legrand 60 days to bring back plan for property.

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

NO: None

34. **PUBLIC HEARING to determine if a structure located at 500 E. Third has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property. .**

Motion was made by Mayor Sien, 2nd by Councilor Young to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Paslay to close public hearing.

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

NO: None

35. Consideration and appropriate action relating to a structure located at 500 E. Third has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.

Motion was made by Mayor Sien, 2nd by Councilor Jones to abate property and give the property owner 120 days to bring the property into compliance or to get a building permit in order to bring the structure up to code.

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

NO: None

36. PUBLIC HEARING to determine if a structure located at 503 E. Third has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property. .

Motion was made by Mayor Sien, 2nd by Councilor Forbes to open public hearing.

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

NO: None

Motion was made by Mayor Sien, 2nd by Councilor Young to close public hearing.

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

NO: None

37. Consideration and appropriate action relating to a structure located at 503 E. Third has become dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or a fire hazard, and possible action related to abatement of the condition of the property.

Motion was made by Mayor Sien, 2nd by Councilor Forbes to abate property and give the property owner 120 days to bring the property into compliance or to get a building permit in order to bring the structure up to code.

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

NO: None

38. City Managers Report

A. Storm Shelter Registration

Storm Shelter registration is now on the website. We are talking with the schools about storm shelters in the schools.

B. Update on Selection for Engineering for Skiatook Municipal Airport

Will be interviewing engineers tomorrow, August 14, 2013.

39. Public Comment Forum

There were no public comments.

40. Adjournment.

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to adjournment.

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

NO: None

Randy Sien, Mayor

David Sutherland, Vice-Mayor

Shirley Lett, City Clerk Treasurer

Date Minutes Approved:

Herb Forbes, Councilor

ABSENT

Joyce Jech, Councilor

Patrick Young, Councilor

Kevin Paslay, Councilor

Eugene Jones, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, AUGUST 13, 2013, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Trustee Sien at 8:40 p.m. in the Municipal Boardroom.

4. Roll Call

PRESENT: Randy Sien, Herb Forbes, David Sutherland, Patrick Young, Kevin Paslay, Eugene Jones

ABSENT: Joyce Jech

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 July 30, 2013 regular meeting.

B. Approval of Purchase Orders/Warrants: (#108115-108210)

I. SPWA \$522,353.91

Motion was made by Trustee Sutherland, 2nd by Trustee Young to approve as listed.

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

NO: None

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

ITEM WAS SKIPPED

7. Consideration and appropriate action relating to the approval of an easement between the Skiatook Public Works Authority and Oklahoma Natural Gas Company described as a permanent right-of-way located in the N/2 NW/4 NW/4 of Section 28-T22N-R12E, said right-of-way being parallel adjoining south road right-of-way line of Oak Street and 17.5 ft wide temporary working room easement (set to expired one year after construction) being parallel and adjoining the south line of before mentioned permanent right-of-way.

Motion was made by Trustee Forbes, 2nd by Trustee Young to approve an easement between the Skiatook Public Works Authority and Oklahoma Natural Gas Company described as a permanent right-of-way located in the N/2 NW/4 NW/4 of Section 28-T22N-R12E, said right-of-way being parallel adjoining south road right-of-way line of Oak Street and 17.5 ft wide temporary working room easement (set to expired one year after construction) being parallel and adjoining the south line of before mentioned permanent right-of-way.

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

NO: None

8. Consideration and appropriate action relating to approval of a Requisition to Diversified Electric for the purchase of a 3,000 KVA pad mount, 3-phase transformer in an amount not to exceed \$35,000 for the casino.

Motion was made by Trustee Young, 2nd by Trustee Sutherland to approve a Requisition to Diversified Electric for the purchase of a 3,000 KVA pad mount, 3-phase transformer in an amount not to exceed \$35,000 for the casino.

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

NO: None

9. Discussion regarding bids on the Senior Center.

Bid for the Senior Center came in at \$548,223.00 which is 296% above the architect's estimate.

10. **Discussion regarding bids on the Health Clinic**

Bid for the Health Clinic came in at \$455,706.00 which is 139% above the architect's estimate.

11. **City Managers Report**

A. Update on Senior Center and Health Clinic

This item was covered during items 9 & 10

B. GE Energy Management

G E Energy Management will be making a presentation at the next council meeting regarding automated meter reading system.

12. **Adjournment**

Motion was made by Trustee Young, 2nd by Trustee Sutherland to adjourn.

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

NO: None

Randy Sien, Mayor

Herb Forbes, Councilor

David Sutherland, Vice-Mayor

ABSENT

Joyce Jech, Councilor

Patrick Young, Councilor

Shirley Lett, City Clerk Treasurer

Kevin Paslay, Councilor

Date Minutes Approved:

Eugene Jones, Councilor

