

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, MAY 12, 2015, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

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

2. Invocation

The invocation was given by Diana Izquierdo, First Christian Church.

3. Flag Salute

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

4. Roll Call

PRESENT: David Sutherland, Herb Forbes, Joyce Jech, Patrick Young, Patty Ceska, Kevin Paslay, Shawn Martin

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 April 28, 2015 regular meeting.

B. Approval of Purchase Orders/Warrants: (#116596-116702)

I. General	\$59,051.17
------------	-------------

II. Cemetery	555.56
--------------	--------

III. Airport	12,276.76
--------------	-----------

IV. Court	449.43
-----------	--------

V. One Cent	92,311.45
-------------	-----------

C. Approval of an amendment to the General Fund by a total of \$11,001.93 to Line Item 01-338 representing reimbursement form Workers' Compensation; and a supplemental appropriation to the Fire Department, Salaries to Line Item 01-406-501.

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

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

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

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

7. Discussion regarding the proposed Overlay District.

DISCUSSION ONLY. NO ACTION WAS TAKEN.

8. Consideration and appropriate action relating to granting a permit to Skiatook Chamber of Commerce, 304 E. Rogers Blvd., Skiatook, OK 74070, to operate Skiatook Pioneer Day Festival to be held at the Skiatook Central Park from 6:00 a.m., Sunday, September 13th – Monday, September 21st, 12:00 a.m.

Motion was made by Councilor Forbes, 2nd by Councilor Martin to grant a permit to Skiatook Chamber of Commerce, 304 E. Rogers Blvd., Skiatook, OK 74070, to operate Skiatook Pioneer Day Festival to be held at the Skiatook Central Park from 6:00 a.m., Sunday, September 13th – Monday, September 21st, 12:00 a.m.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

9. **Consideration and appropriate action relating to whether a structure located at 303 E. First 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 Sutherland, 2nd by Councilor Forbes to table until the June 9 meeting.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

10. **Consideration and appropriate action relating to Resolution 2015-15; a resolution of the City Council of the City of Skiatook, Oklahoma, approving an agreement between the City of Skiatook, Oklahoma and C. & C. Potter, L.L.C., d/b/a Cornerstone Building Center, for economic Development purposes.**

Motion was made by Mayor Sutherland, 2nd by Councilor Jech to approve Resolution 2015-15; a resolution of the City Council of the City of Skiatook, Oklahoma, approving an agreement between the City of Skiatook, Oklahoma and C. & C. Potter, L.L.C., d/b/a Cornerstone Building Center, for economic Development purposes.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

11. **Consideration and appropriate action relating to approval of Resolution 2015-18; a joint resolution of the City Council of the City of Skiatook, Oklahoma and the Board of Trustees of the Skiatook Public Works Authority expressing support for the efforts of Focus on Health, Inc., to establish a multidisciplinary health clinic.**

Motion was made by Councilor Young, 2nd by Councilor Ceska to approve Resolution 2015-18; a joint resolution of the City Council of the City of Skiatook, Oklahoma and the Board of Trustees of the Skiatook Public Works Authority expressing support for the efforts of Focus on Health, Inc., to establish a multidisciplinary health clinic.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

12. **Consideration and possible approval of a Utility Relocation Agreement between the City of Skiatook and the Oklahoma Department of Transportation (ODOT) for Project No. J2-27168(006); Job Piece 27168, related to the relocation of electrical lines and power poles and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.**

Motion was made by Councilor Forbes, 2nd by Mayor Sutherland to approve a Utility Relocation Agreement between the City of Skiatook and the Oklahoma Department of Transportation (ODOT) for Project No. J2-27168(006); Job Piece 27168, related to the relocation of electrical lines and power poles and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

13. **Consideration and appropriate action related to possible approval the Construction Plans for Project No. J2-27168(006); State Job Piece 27168, Electrical System Relocation, State Highway 20 at Javine Hill Road, and authorization for Mayor to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.**

Motion was made by Mayor Sutherland, 2nd by Councilor Jech to approve the Construction Plans for Project No. J2-27168(006); State Job Piece 27168, Electrical System Relocation, State Highway 20 at Javine Hill Road, and authorization for Mayor to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

14. **Consideration and appropriate action relating to an amendment to the General Fund budget wherein estimated revenues are increased by a total of \$3,500.00 to Line Item 01-338 representing a grant from the Cherokee Nation; and approval of a supplemental appropriation to the Fire Department, Capital Outlay to Line Item 01-406-610.**

Motion was made by Councilor Young, 2nd by Councilor Martin to approve an amendment to the General Fund budget wherein estimated revenues are increased by a total of \$3,500.00 to Line Item 01-338 representing a grant from the Cherokee Nation; and approval of a supplemental appropriation to the Fire Department, Capital Outlay to Line Item 01-406-610.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

15. **Consideration and appropriate action relating to approval of Resolution 2015-19; a resolution of the City Council of the City of Skiatook, Oklahoma, revising and amending the Rules and Regulations of the Osage Garden Cemetery.**

Motion was made by Councilor Young, 2nd by Councilor Ceska to approve Resolution 2015-19; a resolution of the City Council of the City of Skiatook, Oklahoma, revising and amending the Rules and Regulations of the Osage Garden Cemetery.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

16. **Consideration and appropriate action relating to Resolution 2015-20; a joint resolution of the City of Skiatook and the Skiatook Public Works Authority establishing a Water Service Connection Fee.**

Motion was made by Mayor Sutherland, 2nd by Councilor Young to approve Resolution 2015-20; a joint resolution of the City of Skiatook and the Skiatook Public Works Authority establishing a Water Service Connection Fee.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

17. **City Managers Report**

A. Capital Projects

THIS ITEM WAS SKIPPED. NOTHING TO REPORT AT THIS TIME.

B. Police and Fire Department (Presentation by Chief Dean)

Chief Dean presented plaques to Shawn Martin and Robert Herring for years of service as Reserve Officers.

C. CDBG Update

Mr. Yancey reported that the City did not receive any CDBG funding this year.

D. Free Brush Dump on Saturday, May 16

Mr. Yancey announced that the City is offering a free brush dump on May 16 to assist residents with storm clean up.

E. City Council Photos

City Council members were able to have their photos taken if they wanted to update the photos on the website.

18. Public Comment Forum

J D Prather spoke regarding the Health Clinic.

19. Adjournment.

Motion was made by Mayor Sutherland, 2nd by Councilor Jech to adjourn.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

David Sutherland, Mayor

Herb Forbes, Councilor

Patrick Young, Vice Mayor

Joyce Jech, Councilor

Patty Ceska, Councilor

Shirley Lett, Clerk/Treasurer

Kevin Paslay, Councilor

Date Minutes Approved:

Shawn Martin, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, MAY 12, 2015, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Sutherland at 6:50 p.m. in the Municipal Boardroom.

4. Roll Call

PRESENT: David Sutherland, Herb Forbes, Joyce Jech, Patrick Young, Patty Ceska, Kevin Paslay, Shawn Martin

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 April 28, 2015 regular meeting.

B. Approval of Purchase Orders/Warrants: (#116596-116702)

I. SPWA \$375,539.77

Motion was made by Trustee Young, 2nd by Trustee Ceska to approve Consent Agenda.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

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 Resolution 2015-18; a joint resolution of the City Council of the City of Skiatook, Oklahoma and the Board of Trustees of the Skiatook Public Works Authority expressing support for the efforts of Focus on Health, Inc., to establish a multidisciplinary health clinic.

Motion was made by Trustee Young, 2nd by Trustee Forbes to approve Resolution 2015-18; a joint resolution of the City Council of the City of Skiatook, Oklahoma and the Board of Trustees of the Skiatook Public Works Authority expressing support for the efforts of Focus on Health, Inc., to establish a multidisciplinary health clinic.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

8. Consideration and appropriate action relating to Resolution 2015-20; a joint resolution of the City of Skiatook and the Skiatook Public Works Authority establishing a Water Service Connection Fee.

Motion was made by Chairman Sutherland, 2nd by Trustee Forbes to approve Resolution 2015-20; a joint resolution of the City of Skiatook and the Skiatook Public Works Authority establishing a Water Service Connection Fee.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

9. Consideration and possible approval of a Utility Relocation Agreement between the City of Skiatook and the Skiatook Public Works Authority and the Oklahoma Department of Transportation (ODOT) for Project No. J2-7168(004); Job Piece 27168, related to the relocation of potable water lines and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.

Motion was made by Trustee Young, 2nd by Trustee Forbes to approve a Utility Relocation Agreement between the City of Skiatook and the Skiatook Public Works Authority and the Oklahoma Department of Transportation (ODOT) for Project No. J2-7168(004); Job Piece 27168, related to the relocation of potable water lines and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

10. **Consideration and appropriate action related to possible approval the Construction Plans for Project No. J2-7168(004); State Job Piece 27168, 12" Water Main Relocation, State Highway 20 at Javine Hill Road, and authorization for Chairman to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.**

Motion was made by Chairman Sutherland, 2nd by Trustee Jech to approve the Construction Plans for Project No. J2-7168(004); State Job Piece 27168, 12" Water Main Relocation, State Highway 20 at Javine Hill Road, and authorization for Chairman to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

11. **Consideration and possible approval of a Utility Relocation Agreement between the City of Skiatook and the Skiatook Public Works Authority and the Oklahoma Department of Transportation (ODOT) for Project No. J2-7168(004); Job Piece 27168, related to the relocation of sanitary sewer lines (wastewater) and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.**

Motion was made by Trustee Young, 2nd by Trustee Forbes to approve Utility Relocation Agreement between the City of Skiatook and the Skiatook Public Works Authority and the Oklahoma Department of Transportation (ODOT) for Project No. J2-7168(004); Job Piece 27168, related to the relocation of sanitary sewer lines (wastewater) and reimbursement of costs associated with such relocation necessary due to the State Highway 20 at Javine Hill Road improvement project.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

12. **Consideration and appropriate action related to possible approval of the Construction Plans for Project No. J2-7168(004); State Job Piece 27168, 10" Sanitary Sewer Relocation, State Highway 20 at Javine Hill Road, and authorization for Chairman to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.**

Motion was made by Trustee Ceska, 2nd by Trustee Jech to approve the Construction Plans for Project No. J2-7168(004); State Job Piece 27168, 10" Sanitary Sewer Relocation, State Highway 20 at Javine Hill Road, and authorization for Chairman to execute the Cover Sheet (a/k/a Title Sheet) evidencing such approval.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

13. **City Managers Report**

A. Capital Projects

City staff is still receiving quotes for the Senior Center interior.

14. **Adjournment**

Motion was made by Chairman Sutherland, 2nd by Trustee Jech to approve.

YES: Sutherland, Forbes, Jech, Young, Ceska, Paslay, Martin

NO: None

David Sutherland, Chairman

Herb Forbes, Trustee

Patrick Young, Vice Chairman

Joyce Jech, Trustee

Patty Ceska, Trustee

Shirley Lett, Clerk/Treasurer

Kevin Paslay, Trustee

Date Minutes Approved:

Shawn Martin, Trustee

