

**MINUTES OF THE MEETING  
OF THE SKIATOOK CITY COUNCIL  
TUESDAY, FEBRUARY 10, 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 Pastor Jerald Freeman, Ascension 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, 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 January 27, 2015 regular meeting.
  - B. Approval of Purchase Orders/Warrants: (#115602-115714)

I. General	\$32,823.20
II. Cemetery	735.35
III. Airport	1,101.49
IV. Court	698.71
V. One Cent	33,046.11

Motion was made by Councilor Young, 2<sup>nd</sup> by Councilor Paslay to approve the Consent Agenda as printed.  
YES: Sutherland, Forbes, 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. **PUBLIC HEARING to determine if a structure located at 318 E. Fourth 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, 2<sup>nd</sup> by Councilor Jones to open Public Hearing.  
YES: Sutherland, Forbes, Jech, Young, Paslay, Jones  
NO: None  
  
Motion was made by Mayor Sutherland, 2<sup>nd</sup> by Councilor Young to close the Public Hearing.  
YES: Sutherland, Forbes, Jech, Young, Paslay, Jones  
NO: None
8. **Consideration and appropriate action relating to whether a structure located at 318 E. Fourth 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 Councilor Forbes, 2<sup>nd</sup> by Councilor Young to determine that a structure located at 318 E. Fourth 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.

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

NO: None

9. **PUBLIC HEARING to determine if 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, 2<sup>nd</sup> by Councilor Young to open Public Hearing.

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

NO: None

Motion was made by Mayor Sutherland, 2<sup>nd</sup> by Councilor Jech to close the Public Hearing.

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

NO: None

10. **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 Councilor Jones, 2<sup>nd</sup> by Councilor Forbes to table until the May 12<sup>th</sup>, 2015 regular meeting.

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

NO: None

11. **PUBLIC HEARING to determine if a structure located at 909 S. Osage #2 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.**

The public hearing was opened and there was discussion regarding the property located at 909 S. Osage #2.

Motion was made by Mayor Sutherland, 2<sup>nd</sup> by Councilor Paslay to close the Public Hearing.

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

NO: None

12. **Consideration and appropriate action relating to whether a structure located at 909 S. Osage #2 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, 2<sup>nd</sup> by Councilor Young to table until March 10<sup>th</sup>, 2015 regular meeting.

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

NO: None

13. **Consideration and appropriate action relating to granting settlement authority to the City Manager in Tulsa County Case Number CJ-2013-3564 (Dale Parrish v City of Skiatook, et. al.)**

Motion was made by Mayor Sutherland, 2<sup>nd</sup> by Councilor Jech to grant settlement authority to the City Manager in Tulsa County Case Number CJ-2013-3564.

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

14. **Consideration and appropriate action relating to approval of an agreement between the Board of County Commissioners of Tulsa County, Oklahoma and the City of Skiatook for manufacture of traffic control signage.**

Motion was made by Councilor Young, 2<sup>nd</sup> by Councilor Jones to approve an agreement between the Board of County Commissioners of Tulsa County, Oklahoma and the City of Skiatook for manufacture of traffic control signage.

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

15. **Consideration and appropriate action relating to approval of the renewal of property insurance with Oklahoma Municipal Assurance Group (OMAG), in an amount of \$46,437.54 effective March 1, 2015 through March 1, 2016. (last year's premium \$44,435.39)**

Motion was made by Mayor Sutherland, 2<sup>nd</sup> by Councilor Paslay to approve the renewal of property insurance with Oklahoma Municipal Assurance Group (OMAG), in an amount of \$46,437.54 effective March 1, 2015 through March 1, 2016.

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

16. **Consideration and appropriate action relating to Resolution 2015-02; a resolution of the City Council of the City of Skiatook, Oklahoma, amending the policies and procedures manual of the City of Skiatook relating to Employee Insurance Benefits.**

Motion was made by Councilor Forbes, 2<sup>nd</sup> by Councilor Young to approve Resolution 2015-02; a resolution of the City Council of the City of Skiatook, Oklahoma, amending the policies and procedures manual of the City of Skiatook relating to Employee Insurance Benefits.

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

17. **Consideration and appropriate action relating to Ordinance 2015-03; an ordinance correcting Section 11-7-2 of Chapter 7, "Industrial Districts", within Title 11, "Zoning Regulations", of the Code of Ordinances of the City of Skiatook, Oklahoma, correcting Table 1, entitled "Use Units Permitted in Industrial Districts", containing other provisions related thereto, and declaring an emergency.**

Motion was made by Mayor Sutherland, 2<sup>nd</sup> by Councilor Paslay to approve Ordinance 2015-03; an ordinance correcting Section 11-7-2 of Chapter 7, "Industrial Districts", within Title 11, "Zoning Regulations", of the Code of Ordinances of the City of Skiatook, Oklahoma, correcting Table 1, entitled "Use Units Permitted in Industrial Districts", containing other provisions related thereto, and declaring an emergency.

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

18. **Consideration and appropriate action relating to approval of an emergency clause for Ordinance 2015-03.**

Motion was made by Mayor Sutherland, 2<sup>nd</sup> by Councilor Young to approve an emergency clause for Ordinance 2015-03.

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

**19. Discussion regarding mandatory direct deposit for payroll.**

DISCUSSION ONLY. NO ACTION WAS TAKEN.

**20. City Managers Report**

**A. Capital Projects**

THIS ITEM WAS SKIPPED. NOTHING TO REPORT.

**B. ACE Hardware Update**

Ace Hardware is open. They are through renovating. They have done half of a million dollars in improvements to the facility. Mr. Yancey encouraged the Council to tour the facility. City staff is currently discussing a sales tax incentive.

**C. Police and Fire Department**

The Mayor presented T. J. Teel with a red helmet for his promotion to Lieutenant.

**21. Public Comment Forum**

THIS ITEM WAS SKIPPED. NO ONE WISHED TO SPEAK.

**22. Adjournment.**

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

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

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David Sutherland, Mayor

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Herb Forbes, Councilor

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Patrick Young, Vice-Mayor

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Joyce Jech, Councilor

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Shirley Lett, Clerk/Treasurer

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Kevin Paslay, Councilor

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Date Minutes Approved:

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Eugene Jones, Councilor

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**MINUTES OF THE MEETING  
OF THE SKIATOOK PUBLIC WORKS AUTHORITY  
TUESDAY, FEBRUARY 10, 2015, 6:00 P.M., MUNICIPAL BOARDROOM**

**1. Call to Order**

The meeting was called to order by Chairman Sutherland at 6:40 p.m. in the Municipal Boardroom.

**4. Roll Call**

PRESENT: David Sutherland, Herb Forbes, 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 January 27, 2015 regular meeting.

B. Approval of Purchase Orders/Warrants: (#115602-115714)

I. SPWA \$556,206.21

Motion was made by Trustee Young, 2<sup>nd</sup> by Trustee Jones to approve the Consent Agenda as written.

YES: Sutherland, Forbes, 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. Consideration and appropriate action relating to approval of the renewal of property insurance with Oklahoma Municipal Assurance Group (OMAG), in an amount of \$46,437.54 effective March 1, 2015 through March 1, 2016. (last year's premium \$44,435.39)**

Motion was made by Trustee Forbes, 2<sup>nd</sup> by Trustee Young to approve the renewal of property insurance with Oklahoma Municipal Assurance Group (OMAG), in an amount of \$46,437.54 effective March 1, 2015 through March 1, 2016.

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

NO: None

**8. Consideration and appropriate action relating to Resolution 2015-03; a resolution of the Skiatook Public Works Authority, amending the policies and procedures manual of the Skiatook Public Works Authority relating to Employee Insurance Benefits.**

Motion was made by Chairman Sutherland, 2<sup>nd</sup> by Trustee Young to approve Resolution 2015-03; a resolution of the Skiatook Public Works Authority, amending the policies and procedures manual of the Skiatook Public Works Authority relating to Employee Insurance Benefits.

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

NO: None

**9. City Managers Report**

**A. Capital Projects**

THIS ITEM WAS SKIPPED. NOTHING TO REPORT.

**10. Adjournment**

Motion was made by Chairman Sutherland, 2<sup>nd</sup> by Trustee Jones to adjourn.  
YES: Sutherland, Forbes, Jech, Young, Paslay, Jones  
NO: None

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David Sutherland, Chairman

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Herb Forbes, Trustee

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Patrick Young, Vice-Chairman

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Joyce Jech, Trustee

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Shirley Lett, Clerk/Treasurer

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Kevin Paslay, Trustee

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Date Minutes Approved:

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Eugene Jones, Trustee

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