

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, OCTOBER 8, 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 Pastor Jerald Freeman, Ascension Church.

3. Flag Salute

The flag salute was led by Interim 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 September 24, 2013 regular meeting.

B. Approval of Purchase Orders/Warrants: (#108839-108928)

I. General	\$47,339.73
II. Cemetery	618.09
III. Airport	18,487.09
IV. Court	785.78
V. One Cent	8,799.37
VI. Cemetery	7,179.00

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

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. Consideration and appropriate action relating to a Citizen's request to address the Council regarding Flood damage at 805 S. Locust Street.

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

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

NO: None

8. Review, discussion and appropriate action related to abatement of dilapidated property located at 620 E. Third.

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

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

NO: None

9. Review, discussion and appropriate action related to abatement of dilapidated property located at 218 E. Oak.

Motion was made by Mayor Sien, 2nd by Councilor Jones to allow an additional 60 days.

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

NO: None

10. Review, discussion and appropriate action related to abatement of dilapidated property located at 411 ½ E. Third.

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to table until next regular council meeting on October 29, 2013 for abatement.

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

NO: None

11. Consideration and appropriate action relating to preliminary approval of project for airport regarding updating runway lights.

Motion was made by Mayor Sien, 2nd by Councilor Young to approve the project for airport regarding updating runway lights.

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

NO: None

12. Consideration and appropriate action relating to approval of Resolution 2013-29; 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 funeral leave.

Motion was made by Councilor Forbes, 2nd by Councilor Sutherland to approve Resolution 2013-29; 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 funeral leave, with the change of striking the word "annually" from 2-2.5A.

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

NO: None

13. Consideration and appropriate action relating to authorizing the City Manager to advertise for fueling options.

Motion was made by Councilor Sutherland, 2nd by Councilor Forbes to authorize the City Manager to advertise for fueling options.

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

NO: None

14. Consideration and appropriate action relating to authorizing the City Manager to go out for bid for the purchase of a digger truck.

Motion was made by Mayor Sien, 2nd by Councilor Young to authorize the City Manager to go out for bid for the purchase of a digger truck.

YES: Sien, Jech, Young

NO: Forbes Sutherland, Paslay, Jones

****MOTION FAILED****

15. Consideration and appropriate action relating to the closing of South "E" Street on the south side of Rogers.

Motion was made by Councilor Sutherland, 2nd by Councilor Jones to table until next regular council meeting on October 29, 2013.

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

NO: None

16. Discussion regarding Main Street conceptual design.

Mr. Yancey discussed the Main Street conceptual design to be paid for with Vision 2025 funding.

17. Consideration and appropriate action relating to authorizing the City Manager to enter into a lease/purchase agreement for the purchase of a fire truck in an amount not to exceed \$169,500.00.

Motion was made by Mayor Sien, 2nd by Councilor Sutherland to table until next regular council meeting on October 29, 2013.

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

NO: None

18. Consideration and appropriate action relating to authorization of repairs on Engine 2 in an amount not to exceed \$80,000.00.

Motion was made by Mayor Sien, 2nd by Councilor Jones to table until next regular council meeting on October 29, 2013.

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

NO: None

19. Consideration and appropriate action relating to approval of Resolution 2013-31; a resolution of the City Council of the City of Skiatook, Oklahoma, prescribing requirements and procedures for competitive bidding for purchase of supplies, materials and equipment.

Motion was made by Councilor Sutherland, 2nd by Councilor Jones to approve Resolution 2013-31; a resolution of the City Council of the City of Skiatook, Oklahoma, prescribing requirements and procedures for competitive bidding for purchase of supplies, materials and equipment.

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

NO: None

20. City Managers Report

A. Capital Projects

The Sports Park bathrooms have been started and we will keep the Council updated on the progress.

B. Update on property located at 202 E. Oak

It was reported that this property is almost finished, and it looks good.

C. Update on property located at 216 E. Oak

The owner is to start on this property next. He has an additional 60 days to complete.

D. Update on garage located at 416 E. Rogers

The work on this property is completed. The garage has been removed.

E. Police Cars/Fire Truck update

The police cars are being transitioned to black and white.

21. Public Comment Forum

No one in the audience wished to speak.

22. Adjournment.

Motion was made by Mayor Sien, 2nd by Councilor Jones 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
TUESDAY, OCTOBER 8, 2013, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Randy Sien at 7:35 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 September 24, 2013 regular meeting.

B. Approval of Purchase Orders/Warrants: (#108839-108928)

I. SPWA

\$468,112.86

Motion was made by Trustee Sutherland, 2nd by Trustee Jones to approve as printed.

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. Consideration and appropriate action relating to approval of Resolution 2013-30; a resolution of the Skiatook Public Works Authority amending the Policies and Procedures Manual of the City of Skiatook relating to funeral leave.

Motion was made by Trustee Forbes, 2nd by Trustee Sutherland to approve Resolution 2013-29; 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 funeral leave, with the change of striking the word "annually" from 2-2.5A.

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

NO: None

8. Consideration and appropriate action relating to authorizing the City Manager to go out for bid for the purchase of a digger truck.

Motion was made by Chairman Sien, 2nd by Trustee Jones to take no action.

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

NO: None

9. City Managers Report

A. Capital Projects (i.e. Sanitary Sewer)

Directed Holloway, Updike, and Bellen to prepare an Engineering Agreement for October 29 meeting with an option of one half the cost but still provide the same long term approval.

The Senior Center – we need and architect’s drawing of the floor plans.

10. Adjournment

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

