

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, JANUARY 13, 2015, 6:00 P.M., MUNICIPAL BOARDROOM**

1. **Call to Order**
The meeting was called to order by Chairman Sutherland at 6:00 p.m. in the Municipal Boardroom.
2. **Invocation**
The invocation was given by Pastor William Vance, Church of God.
3. **Flag Salute**
The flag salute was led by Chief Pat Dean, Skiatook Police 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 December 30, 2014 regular meeting.
 - B. Approval of Purchase Orders/Warrants: (#115302-115404)
 - I. SPWA \$465,562.26

Motion was made by Trustee Young, 2nd by Trustee Paslay to approve Consent Agenda.
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. **Presentation of and consideration and appropriate action relating to acceptance of the FY 2013-2014 audit.**
Motion was made by Chairman Sutherland, 2nd by Trustee Jech to accept the FY 2013-2014 audit.
YES: Sutherland, Forbes, Jech, Young, Paslay, Jones
NO: None
8. **Consideration and appropriate action relating to approval of requisitions to Diversified Electric totaling \$28,975.94 for replacement of stocked materials.**
Motion was made by Trustee Young, 2nd by Trustee Jones to approve requisitions to Diversified Electric totaling \$28,975.94 for replacement of stocked materials.
YES: Sutherland, Forbes, Jech, Young, Paslay, Jones
NO: None
9. **City Managers Report**
 - A. **GE Meter Project Update**
G E Project is underway and electric meters are in the process of being changed out.
 - B. **Capital Projects (i.e. Senior Center)**
Senior Center windows and doors are ordered. Once they are received and installed, the inside will be finished by the city employees.

10. Adjournment

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

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

NO: None

David Sutherland, Chairman

Herb Forbes, Trustee

Patrick Young, Vice-Chairman

Joyce Jech, Trustee

Shirley Lett, Clerk/Treasurer

Kevin Paslay, Trustee

Date Minutes Approved:

Eugene Jones, Trustee

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, JANUARY 13, 2015, 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Mayor David Sutherland at 6:10 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 December 30, 2014 regular meeting.

B. Approval of Purchase Orders/Warrants: (#115302-115404)

I. General	\$75,318.47
II. Cemetery	862.17
III. Airport	930.45
IV. Court	474.75
V. One Cent	20,831.91

C. Approval of an amendment to General Fund 01-338 and supplemental appropriation to Police Department, Uniform 01-405-516 for \$228.83 for reimbursement on uniform allowance overage.

Motion was made by Councilor Forbes, 2nd by Councilor Jones to approve the Consent Agenda.

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. Presentation of and consideration and appropriate action relating to acceptance of the FY 2013-2014 audit.

Motion was made by Mayor Sutherland, 2nd by Councilor Jech to accept the FY 2013-2014 audit.

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

NO: None

8. Consideration and appropriate action relating to the SEDA Board's recommendation to appoint Terry Bush for completion of a term set to expire in April of 2016, recently vacated by J D Prather.

Motion was made by Councilor Young, 2nd by Mayor Sutherland to approve the SEDA Board's recommendation to appoint Terry Bush for completion of a term set to expire in April of 2016, recently vacated by J D Prather.

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

NO: None

9. Consideration and appropriate action relating to approval of Resolution 2015-01; a resolution relating to a municipal election to be held on April 7, 2015, for the purpose of electing members of the City Council.

Motion was made by Councilor Forbes, 2nd by Councilor Paslay to approve Resolution 2015-01; a resolution relating to a municipal election to be held on April 7, 2015, for the purpose of electing members of the City Council.

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

NO: None

10. **Consideration and appropriate action relating to Ordinance 2015-01; an ordinance of the City of Skiatook, Oklahoma, Revising Title 9, Chapter 3, of the Code of Ordinances of the City of Skiatook by amending certain ordinances relating to electric service regulations; providing for codification; establishing an effective date; containing other provisions related thereto; and declaring an emergency.**

Motion was made by Councilor Young, 2nd by Councilor Jech to table ordinance 2015-01 until next regular City Council meeting to be held on January 27, 2015.

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

NO: None

11. **Consideration and appropriate action relating to an emergency clause for Ordinance 2015-01.**

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

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

NO: None

12. **Consideration and appropriate action relating to an amendment to the One Cent budget wherein estimated revenues are increased by a total of \$1,000.00 to Line Item 15-338 representing a donation from the Cherokee Nation and approval of a supplemental appropriation to the One Cent Commercial Development to Line Item 15-400-690 for the Entrance Sign Project.**

Motion was made by Councilor Forbes, 2nd by Councilor Young to approve an amendment to the One Cent budget wherein estimated revenues are increased by a total of \$1,000.00 to Line Item 15-338 representing a donation from the Cherokee Nation and approval of a supplemental appropriation to the One Cent Commercial Development to Line Item 15-400-690 for the Entrance Sign Project.

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

NO: None

13. **Consideration and appropriate action relating to an amendment to the General Fund budget wherein estimated revenues are increased by a total of \$2,000.00 to Line Item 01-338 representing a grant from the Oklahoma State Department of Health; and approval of a supplemental appropriation to the Fire Department, Capital Outlay to Line Item 01-406-610.**

Motion was made by Mayor Sutherland, 2nd by Councilor Young to approve to an amendment to the General Fund budget wherein estimated revenues are increased by a total of \$2,000.00 to Line Item 01-338 representing a grant from the Oklahoma State Department of Health; and approval of a supplemental appropriation to the Fire Department, Capital Outlay to Line Item 01-406-610.

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

NO: None

14. **Consideration and appropriate action relating to authorizing the City Manager to purchase materials for Chip and Seal Project at Sports Park not to exceed \$30,000.00.**

Motion was made by Councilor Jones, 2nd by Councilor Jech to authorize the City Manager to purchase materials for Chip and Seal Project at Sports Park not to exceed \$30,000.00.

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

NO: None

15. Discussion regarding the possible prohibition of compression release braking in the City of Skiatook.

Discussion only. No action was taken. Mr. Terry Kneller spoke regarding the problem.

16. City Managers Report

A. 801 E. 4th Update

Progress is being made.

B. Police and Fire Departments

THIS ITEM WAS SKIPPED. THERE WAS NOTHING TO DISCUSS.

C. Capital Projects (i.e. Entrance Sign)

The delay on the entrance sign is related to the weather.

17. Public Comment Forum

THIS ITEM WAS SKIPPED. NO ACTION WAS TAKEN.

18. Adjournment.

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

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

NO: None

David Sutherland, Mayor

Herb Forbes, Councilor

Patrick Young, Vice-Mayor

Joyce Jech, Councilor

Shirley Lett, Clerk/Treasurer

Kevin Paslay, Councilor

Date Minutes Approved:

Eugene Jones, Councilor

