

**MINUTES OF THE MEETING  
OF THE SKIATOOK CITY COUNCIL  
TUESDAY, APRIL 14, 2020 6:00 P.M., MUNICIPAL BOARDROOM**

**VIDEO CONFERENCING INFORMATION**

**Due to the COVID-19 pandemic, some members of the Skiatook City Council/Skiatook Public Works Authority will participate in the meeting by video conferencing methods. Any member of the public may attend the meeting in-person at the above address or access the meeting via video conferencing means by calling the City Clerk at 396-2797 ext. 106, and requesting the video conferencing information.**

**1. Call to Order**

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

**2. Opening Business**

- a. Invocation by Herb Forbes, Mayor
- b. Flag Salute by Dan Yancey, City Manager
- c. Roll Call by Shirley Lett, City Clerk

PRESENT: Herb Forbes, Robin Edens, Joyce Jech, Linda Loftis, Stephanie Upton, Geoff McGoffin, Cody Fuentes

ABSENT: None

STAFF: Shirley Lett, Dan Yancey and other staff members.

**3. Consideration and appropriate action relating to a request for approval of the Consent Agenda.**

- A. Approval of the minutes of the March 10, 2020 Regular Meeting.
- B. Approval of the minutes of the March 21, 2020 Emergency Meeting
- C. Approval of the minutes of the March 26, 2020 Special Meeting.
- D. Approval of Purchase Orders/Warrants for 03/26/20: (#135373-#135433)
  - i. General Fund \$54,981.84
  - ii. Cemetery Fund \$3,402.66
  - iii. Airport Fund \$14.19
  - iv. Payroll (03-13-20) \$138,165.03
- E. Approval of Purchase Orders/Warrants for 04/09/20: (#135508-#135597)
  - i. General Fund \$44,166.53
  - ii. Cemetery Fund \$406.82
  - iii. Airport Fund \$507.13
  - iv. Court Fund \$205.38
  - v. One Cent Capital Projects \$26,523.05
  - vi. One/Half Cent Cap Projects \$218,631.77
  - vii. Payroll (03-27-20) \$203,346.93
  - viii. Payroll (04-09-20) \$155,737.81

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Vice Mayor Edens to approve the Consent Agenda.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes

NO: NONE

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

Item was skipped. No action was taken.

**5. Discussion and possible consideration and appropriate action related to the approval of the amendments made to Resolution 2020-05, originally approved at the Emergency Meeting of the Skiatook City Council on March 21, 2020, A RESOLUTION SETTING TEMPORARY REGULATIONS FOR THE CITY OF SKIATOOK, OKLAHOMA, AND DECLARING AN EMERGENCY IN RESPONSE TO THE COVID-19 PANDEMIC.**

Motion was made by Mayor Forbes and 2<sup>nd</sup> by Councilor Jech to approve the amendments made to Resolution 2020-05, originally approved at the Emergency Meeting of the Skiatook City Council on March 21, 2020, A RESOLUTION SETTING TEMPORARY REGULATIONS FOR THE CITY OF SKIATOOK, OKLAHOMA, AND DECLARING AN EMERGENCY IN RESPONSE TO THE COVID-19 PANDEMIC.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**6. Discussion and possible consideration and appropriate action related to the approval of Resolution 2020-06, A RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH THE LOWEST RESPONSIBLE BIDDER ON THE EAST 136th STREET NORTH, SOUTH OSAGE AVENUE, SOUTH LOMBARD LANE, AND THE INTERSECTION OF EAST EVERGREEN STREET & SOUTH BROADWAY STREET ROADWAY IMPROVEMENTS PROJECT, AUTHORIZING PAYMENTS PURSUANT TO THE CONTRACT, AUTHORIZING CHANGE ORDERS, AUTHORIZING THE EXECUTION OF ALL DOCUMENTS RELATED TO THE PROJECT, AND CONTAINING OTHER PROVISIONS RELATED THERETO.**

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Councilor Fuentes to approve Resolution 2020-06, A RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH THE LOWEST RESPONSIBLE BIDDER ON THE EAST 136th STREET NORTH, SOUTH OSAGE AVENUE, SOUTH LOMBARD LANE, AND THE INTERSECTION OF EAST EVERGREEN STREET & SOUTH BROADWAY STREET ROADWAY IMPROVEMENTS PROJECT, AUTHORIZING PAYMENTS PURSUANT TO THE CONTRACT, AUTHORIZING CHANGE ORDERS, AUTHORIZING THE EXECUTION OF ALL DOCUMENTS RELATED TO THE PROJECT, AND CONTAINING OTHER PROVISIONS RELATED THERETO.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**7. Discussion and possible consideration and appropriate action related to the approval of the Mayor to sign the DBE (Disadvantaged Business Enterprise) Policy Statement for the Skiatook Municipal Airport.**

Motion was made by Councilor Fuentes and 2<sup>nd</sup> by Councilor Loftis to approve the Mayor to sign the DBE (Disadvantaged Business Enterprise) Policy Statement for the Skiatook Municipal Airport.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**8. Discussion and presentation regarding possible new City Hall, Police, and Fire facilities.**

*\*If any citizen should have a comment or concern they wish to express or have heard, please feel free to contact the City Manager's Office at (918) 396-2797 x113\**

**9. Adjournment.**

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

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

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Herb Forbes, Mayor

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Stephanie Upton, Councilor

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Robin Edens, Vice Mayor

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Joyce Jech, Councilor

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Linda Loftis, Councilor

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Shirley Lett, City Clerk

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Geoff McGoffin, Councilor

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Date Minutes Approved:

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Cody Fuentes, Councilor

**MINUTES OF THE MEETING  
OF THE SKIATOOK PUBLIC WORKS AUTHORITY  
TUESDAY, APRIL 14, 2020 6:00 P.M., MUNICIPAL BOARDROOM**

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**1. Call to Order**

The meeting was called to order by Chairman Forbes at 6:40 pm in the Municipal Boardroom.

**2. Roll Call**

PRESENT: Herb Forbes, Robin Edens, Joyce Jech, Linda Loftis, Stephanie Upton, Geoff McGoffin, Cody Fuentes

ABSENT: NONE

STAFF: Shirley Lett, Dan Yancey and other staff members.

**3. Consideration and appropriate action relating to a request for approval of the Consent Agenda.**

- a. Approval of the minutes of the March 10, 2020 Regular Meeting.
- b. Approval of the minutes of the March 21, 2020 Emergency Meeting.
- c. Approval of the minutes of the March 26, 2020 Special Meeting.
- d. Approval of Purchase Orders/Warrants for 03/26/20: (#135373-#135433)
  - i. SPWA \$228,542.10
  - ii. Payroll (03-13-20) \$53,705.70
- e. Approval of Purchase Orders/Warrants for 04/09/20: (#135508-#135597)
  - i. SPWA \$297,954.44
  - ii. Payroll (03-27-20) \$78,834.60
  - iii. Payroll (04-09-20) \$51,919.37

Motion was made by Trustee McGoffin and 2<sup>nd</sup> by Trustee Fuentes to approve the Consent Agenda.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes

NO: NONE

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

Item was skipped. No action was taken.

**5. Adjournment**

Motion was made by Chairman Forbes and 2<sup>nd</sup> by Vice Chairman Edens to adjourn.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes

NO: NONE

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Herb Forbes, Chairman

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Stephanie Upton, Trustee

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Robin Edens, Vice Chairman

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Joyce Jech, Trustee

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Linda Loftis, Trustee

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Shirley Lett, City Clerk

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Geoff McGoffin, Trustee

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Date Minutes Approved:

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Cody Fuentes, Trustee