

**MINUTES OF THE REGULAR MEETING  
OF THE SKIATOOK CITY COUNCIL  
TUESDAY, JULY 11, 2023 6:00P.M., MUNICIPAL BOARDROOM**

**1. Call to Order**

The meeting was called to order by Mayor Edens at 6:00 pm in the Municipal Boardroom.

**2. Roll Call**

PRESENT: Herb Forbes, Robin Edens, Jerald Freeman, Linda Loftis, Stephanie Upton, Geoff McGoffin  
Cody Fuentes

ABSENT: NONE

STAFF: Brad White, Shirley Lett, 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 June 13, 2023 Special Joint Meeting & Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 6/27/23(#146513-#146580)
  - i. General Fund \$180,534.46
  - ii. Cemetery Fund \$ 1,585.09
  - iii. Airport Fund \$ 38,500.48
  - iv. One Cent Capital Projects \$ 15,350.33
- c. Approval of Purchase Orders/Warrants for 7/11/23(#146634-#146765)
  - v. General Fund \$208,138.56
  - vi. Cemetery Fund \$ 80.15
  - vii. Airport Fund \$ 2,880.01
  - viii. Court Fund \$ 358.95
  - ix. One Half Cent Capital Projects \$ 49,180.09
  - x. Payroll (6-2-23) \$237,395.27
  - xi. Payroll (6-16-23) \$235,167.22
  - xii. Payroll (6-30-23) \$354,171.89
- d. Approval of the Ratification of the fuel purchase for Skiatook Municipal airport from ASAP Energy in the amount of \$36,660.48 on June 21, 2023.
- e. Approval of Memorandum of Understanding (MOU) between City of Skiatook/E911 Communications and Cherokee Nation, mutually agree to achieve compliance with the use of resources provided under the Respond, Recover, and Rebuild plan by means of open communications with Cherokee Nation, federal law, including ARPA SKFRF guidance.
- f. Approval of Memorandum of Understanding (MOU) between City of Skiatook Police Department and Cherokee Nation, mutually agree to provide services including but Not limited to: Law enforcement, emergency dispatch services, emergency medical Services, emergency fire response services.
- g. Approval of Budget Amendment to revenue line item 01-338 (General Miscellaneous) from DARE Grant – Law Enforcement Partners in the amount of FOUR HUNDRED FIFTY DOLLARS (\$450.00). Supplemental Appropriation to expense line item 01-405-505 for Police Department DARE in the amount of FOUR HUNDRED FIFTY DOLLARS (\$450.00).
- h. Approval of the ratification of the City Manager's approval of a lease with Raising Hope Christian Learning Center, LLC for a term ending July 1, 2024.

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Councilor Freeman to approve as written.

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

**4. Consideration and appropriate action related 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 hosting the 1<sup>st</sup> annual Junk to Trunk event in Central Park on September 2, 2023. From 7:00am to 7:00pm benefitting Oklahoma's firefighters burn camp.**

**(Presented by: April McNulty)**

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Councilor Forbes approving the 1<sup>st</sup> annual Junk to Trunk event In Central Park on September 2, 2023 from 7:00am to 7:00pm benefitting Oklahoma's firefighters burn camp.

**(Presented by: April McNulty)**

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

**6. Discussion related to financing of Capital projects for new City Police and Fire facilities.**

**(Presented by: Brad White, City Manager)**

**7. Discussion related to receiving the approval of the TAP Grant thru Oklahoma Department Of Transportation (ODOT) for improvements to pedestrian sidewalks along W Rogers Blvd. W of "B" St. to "E" St.**

**(Presented by: Brad White, City Manager)**

**8. Presentation by Fire Chief Jim Annas recognizing promotions within the Department for:**

**Mike Thoendel to Deputy Chief of Operations**

**Denton Eller to Fire Marshal**

**Josh Miller to Captain**

**Brennan Cantu and Richard Janssen to Lieutenants**

Item was skipped. No action was taken.

**9. Presentation by Police Chief Billy Wakefield recognizing Officer Justin Burch for his commendable Service, keeping the citizens of Skiatook safe, and drugs off the streets.**

**10. Discussion and possible consideration and appropriate action, related to the approval of the Skiatook Chamber of Commerce to hold the 2023 Pioneer Day event September 22-24, 2023 at Skiatook Central Park.**

**(Presented by: Sara Herren, Chamber President)**

Motion was made by Councilor Freeman and 2<sup>nd</sup> by Vice Mayor Fuentes approving Skiatook Chamber of Commerce to hold the 2023 Pioneer Day event on September 22-24, 2023 in Central Park.

**(Presented by: Sara Herren, Chamber President)**

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

**11. Discussion and possible consideration and appropriate action, related to the approval of the Skiatook Chamber of Commerce to hold the 2023 Pioneer Day Parade on Sat. September 23, 2023, beginning At 9:00am and traveling down portions of Rogers Blvd.**

**(Presented by: Sara Herren, Chamber President)**

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Councilor Freeman approving Skiatook Chamber of Commerce to hold the 2023 Pioneer Day Parade on Sat. September 23, 2023, beginning at 9:00am and traveling down portions of Rogers Blvd.

(Presented by: Sara Herren, Chamber President)

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

**12. Discussion and possible consideration and appropriate action, related to the approval of Resolution 2023-13, a resolution of the City Council of the City of Skiatook, Oklahoma, authorizing the application For a State of Oklahoma 911 management Authority Grant in the approximate amount of \$44,008.00; and also authorizing the City's local share matching fund requirement of twenty percent, for an approximate amount of \$8,801.60.**

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Vice Mayor Fuentes approving Resolution 2023-13, a resolution of the City Council of the City of Skiatook, Oklahoma, authorizing the application for a State of Oklahoma 911 management Authority Grant in the approximate amount of \$ 44,008.00; and also authorizing the City's local share matching fund Requirement of twenty percent, for an approximate amount of \$8,801.60.

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

**13. City Manager's Report: *Nothing to report***

**14. Adjournment**

Motion was made by Councilor Freeman and 2<sup>nd</sup> by Councilor Upton to adjourn.

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

Robin Edens  
Robin Edens, Mayor

Stephanie Upton  
Stephanie Upton, Councilor

Linda Loftis  
Linda Loftis, Councilor

Cody Fuentes  
Cody Fuentes, Vice-Mayor

Jerald Freeman  
Jerald Freeman, Councilor

Shirley Lett  
Shirley Lett, City Clerk

Geoff McGoffin  
Geoff McGoffin, Councilor

8-8-73  
Date Minutes Approved:

Herb Forbes  
Herb Forbes, Councilor

**MINUTES OF THE SKIATOOK  
PUBLIC WORKS AUTHORITY REGULAR MEETING  
TUESDAY, JULY 11, 2023 6:45 P.M., MUNICIPAL BOARDROOM  
DIRECTLY FOLLOWING THE ADJOURNMENT OF THE CITY COUNCIL**

**1. Call to Order**

The meeting was called to order by Chairman Edens at 6:45 pm in the Municipal Boardroom.

**2. Roll Call**

PRESENT: Herb Forbes, Robin Edens, Jerald Freeman, Linda Loftis, Stephanie Upton, Geoff McGoffin, Cody Fuentes,

ABSENT: NONE

STAFF: Brad White, Shirley Lett, 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 June 13, 2023 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 6/27/23(#146513-#146580)
  - i. SPWA \$192,193.46
- c. Approval of Purchase Orders/Warrants for 7/11/23(#146634-#146765)
  - ii. SPWA \$727,872.45
  - iii. Payroll (6-2-23) \$ 66,022.55
  - iv. Payroll (6-16-23) \$ 65,035.08
  - v. Payroll (6-30-23) \$109,252.09

Motion was made by Vice Chairman Fuentes and 2<sup>nd</sup> by Trustee Upton to approve as written.

YES: Forbes, Edens, Freeman, 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.

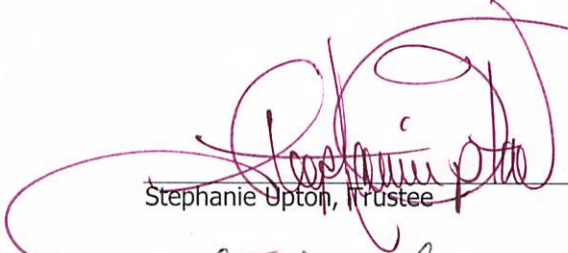
**5. Adjournment.**

Motion was made by Trustee Upton and 2<sup>nd</sup> by Vice Chairman Fuentes to adjourn.

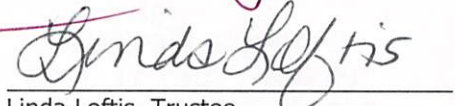
YES: Forbes, Edens, Freeman, Loftis, Upton, McGoffin, Fuentes

NO: NONE

  
Robin Edens, Chairman

  
Stephanie Upton, Trustee

  
Cody Fuentes, Vice Chairman

  
Linda Loftis, Trustee

  
Shirley Lett, City Clerk

  
Jerald Freeman, Trustee

  
Geoff McGoffin, Trustee

8-8-23  
Date Minutes Approved:

  
Herb Forbes, Trustee