

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, January 12, 2021 6:00 P.M., MUNICIPAL BOARDROOM**

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 Billy Wakefield, Police Chief
- c. Roll Call by Ginger Stephens, Deputy Clerk

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

ABSENT: Stephanie Upton

STAFF: Ginger Stephens, 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 December 8, 2020 Regular Meeting.

B. Approval of Purchase Orders/Warrants for 12/14/20 & 12/22/20
(#138084-#138085) & (#138115-#138179)

i.	General Fund	\$51,668.98
ii.	Cemetery Fund	\$81.13
iii.	Airport Fund	\$3,900.00
iv.	One Cent Capital Projects	\$5,360.00
v.	Payroll (12-04-20)	\$152,027.07
vi.	Payroll (12-18-20)	\$151,608.37
vii.	Holiday Pay 2020	\$12,414.24
viii.	Hazard pay (November)	\$11,511.53

C. Approval of Purchase Orders/Warrants for 12/30/20 & 01/07/21
(#138278) & (#138279-#138377)

i.	General Fund	\$51,405.69
ii.	Cemetery Fund	\$184.61
iii.	Airport Fund	\$22,660.90
iv.	Court Fund	\$753.07
v.	One Cent Capital Projects	\$17,324.46
vi.	One/Half Cent Cap Projects	\$49,867.68
vii.	Payroll (12-31-20)	\$225,442.72
viii.	Hazard Pay (December)	\$20,560.90

Motion was made by Councilor McGoffin and 2nd by Councilor Fuentes to approve the Consent Agenda as written.

YES: Forbes, Edens, Jech, Loftis, 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. Presentation of a retirement plaque to Michael Barnes in recognition of his years of service to the City of Skiatook. (NOT PRESENT-SKIPPED)

6. **Presentation of a retirement plaque to Terry Harper in recognition of his years of service to the City of Skiatook.**
7. **Discussion by Chester Reyckert regarding a mask mandate due to rising cases in Skiatook.**
8. **Discussion and possible consideration and appropriate action related to the approval of the issuance of a permit to Rooster Run RC to hold an event in July 2021 at the Tallgrass Festival Grounds to benefit of local residents.**

Motion was made by Councilor McGoffin and 2nd by Vice Mayor Edens to approve the issuance of a permit to Rooster Pen RC to hold an event on July 10, 2021 at the Tallgrass Festival Grounds to benefit of local residents.

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

9. **Discussion and possible consideration and appropriate action related to the approval of Resolution 2021-01, NOTICE OF ELECTION, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SKIATOOK, OKLAHOMA, CALLING FOR A NONPARTISAN GENERAL ELECTION TO BE HELD ON TUESDAY, APRIL 6, 2021, IF NEEDED, FOR THE PURPOSE OF ELECTING OFFICERS TO THE CITY COUNCIL FOR FOUR-YEAR TERMS FOR WARD 1, WARD 2, AND WARD 5 OF THE CITY OF SKIATOOK.**

Motion was made by Councilor Fuentes and 2nd by Mayor Forbes to approve Resolution 2021-01, NOTICE OF ELECTION, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SKIATOOK, OKLAHOMA, CALLING FOR A NONPARTISAN GENERAL ELECTION TO BE HELD ON TUESDAY, APRIL 6, 2021, IF NEEDED, FOR THE PURPOSE OF ELECTING OFFICERS TO THE CITY COUNCIL FOR FOUR-YEAR TERMS FOR WARD 1, WARD 2, AND WARD 5 OF THE CITY OF SKIATOOK.

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

10. **Discussion and possible consideration and appropriate action related to Lot Split Application Number SKL-187, proposed to create two (2) tracts consisting of 1.25 acres each, more or less, and generally located in the East 210.22' of the West 840.88' of the South 518.00' of the Southwest Quarter of the Southwest Quarter of Section Twenty-seven (27), Township Twenty-two (22) North, Range Twelve (12) East, Osage County, State of Oklahoma, at the approximate location of West 133rd Street North and South Lombard Lane, Skiatook, Oklahoma (Applicant: Howard Whitehill).**

Motion was made by Councilor McGoffin and 2nd by Councilor Fuentes to approve the Lot Split Application Number SKL-187, proposed to create two (2) tracts consisting of 1.25 acres each, more or less, and generally located in the East 210.22' of the West 840.88' of the South 518.00' of the Southwest Quarter of the Southwest Quarter of Section Twenty-seven (27), Township Twenty-two (22) North, Range Twelve (12) East, Osage County, State of Oklahoma, at the approximate location of West 133rd Street North and South Lombard Lane, Skiatook, Oklahoma (Applicant: Howard Whitehill).

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

11. **Discussion and possible consideration and appropriate action related to the approval of a contract with Shrum Excavation Co. for the Skiatook Water Line Rehabilitation Project.**

Motion was made by Mayor Forbes and 2nd by Councilor Jech to approve the contract with Shrum Excavation Co. for the Skiatook Water Line Rehabilitation Project.

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

12. Discussion and possible consideration and appropriate action related to the approval of the appointment of Chad Goodner to the vacant seat of the Planning Commission board to serve a three (3) year term that expires in January 2024.

Motion was made by Vice Mayor Edens and 2nd by Councilor McGoffin to approve the appointment of Chad Goodner to the vacant seat of the Planning Commission board to serve a three (3) year term that expires in January 2024.

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

13. Presentation of and discussion and possible consideration and appropriate action related to the acceptance of the Fiscal Year 2019-2020 Audit.

Motion was made by Councilor Jech and 2nd by Councilor Fuentes to approve the acceptance of the Fiscal Year 2019-2020 Audit.

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

****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****

14. Adjournment.

Motion was made by Mayor Forbes and 2nd by Councilor Jech to adjourn.

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

Herb Forbes, Mayor

ABSENT
Stephanie Upton, Councilor

Robin Edens, Vice Mayor

Joyce Jech, Councilor

Linda Loftis, Councilor

Shirley Lett, City Clerk

Geoff McGoffin, Councilor

Date Minutes Approved:

Cody Fuentes, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, JANUARY 12, 2021 6:00 P.M., MUNICIPAL BOARDROOM**

1. Call to Order

The meeting was called to order by Chairman Forbes at 6:35 pm in the Municipal Boardroom.

2. Roll Call

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

ABSENT: Stephanie Upton

STAFF: Ginger Stephens, 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 December 8, 2020 Regular Meeting.

b. Approval of Purchase Orders/Warrants for 12/14/20 & 12/22/20
(#138084-#138085) & (#138115-#138179)

i. SPWA	\$278,368.30
ii. Payroll (12-04-20)	\$59,990.87
iii. Payroll (12-18-20)	\$51,512.74
iv. Holiday Pay 2020	\$4,377.76

c. Approval of Purchase Orders/Warrants for 01/07/21 (#138279-#138377)

i. SPWA	\$388,872.05
ii. Payroll (12-31-20)	\$79,663.54

Motion was made by Trustee McGoffin and 2nd by Vice Chairman Edens to approve the Consent Agenda.

YES: Forbes, Edens, Jech, Loftis, 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. Presentation of and discussion and possible consideration and appropriate action related to the acceptance of the Fiscal Year 2019-2020 Audit.

Motion was made by Chairman Forbes and 2nd by Vice Chairman Edens to approve the acceptance of the Fiscal Year 2019-2020 Audit.

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

NO: NONE

6. Discussion and possible consideration and appropriate action related to the approval of a contract with Shrum Excavation Co. for the Skiatook Water Line Rehabilitation Project.

Motion was made by Chairman Forbes and 2nd by Trustee Fuentes to approve a contract with Shrum Excavation Co. for the Skiatook Water Line Rehabilitation Project.

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

NO: NONE

7. Adjournment

Motion was made by Chairman Forbes and 2nd by Trustee Jech to adjourn.

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

NO: NONE

Herb Forbes, Chairman

ABSENT
Stephanie Upton, Trustee

Robin Edens, Vice Chairman

Joyce Jech, Trustee

Linda Loftis, Trustee

Shirley Lett, City Clerk

Geoff McGoffin, Trustee

Date Minutes Approved:

Cody Fuentes, Trustee