



**PUBLIC NOTICE OF THE MEETING OF THE
SKIATOOK CITY COUNCIL**

TYPE OF MEETING: REGULAR

**DATE & TIME: Tuesday, May 11, 2021
at 6:00 p.m.**

PLACE: Municipal Boardroom, Community Center, 220 S. Broadway

*** Notice and agenda filed in the office of the City Clerk, posted on the City Hall bulletin Board and on our website: cityofskiatook.com before 5:00 p.m., Friday, May 7, 2021.**

Katie DeLong, Administrative Assistant

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A G E N D A

- 1. Call to Order-** *Mayor, Herb Forbes*
- 2. Opening Business**
 - a. Invocation- Brad White, Public Works Director*
 - b. Flag Salute- Billy Wakefield, Chief of Police*
 - c. Roll Call- Shirley Lett, City Clerk*
- 3. Presentation by Mayor Herb Forbes.**
- 4. Reading of oaths by City Attorney, Joel Barnaby and swearing in of newly elected Council members.**
- 5. Discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, relating to the election of a Mayor for a two-year term of office, such term beginning upon election of the Mayor and expiring at noon on the second Monday following the municipal election of 2023 or upon the election of a successor.**
- 6. Discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, relating to the election of a Vice Mayor for a two-year term of office, such term beginning upon election of the Vice Mayor and expiring at noon on the second Monday following the municipal election of 2023 or upon the election of a successor.**
- 7. Consent Agenda**

All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. If an item is removed from the Consent Agenda, said removed item may involve discussion and possible consideration

and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of the removed agenda item. A motion to adopt the Consent Agenda is non-debatable.

a. Approval of the minutes of the April 13, 2021 Regular Meeting.

b. Approval of the minutes of the May 4, 2021 Special Meeting.

c. Approval of Purchase Orders/Warrants for 04/22/21 (#139259-#139328)

i. General Fund	\$30,580.32
ii. Cemetery Fund	\$469.77
iii. Airport Fund	\$1,159,994.69
iv. One Cent Capital Projects	\$10,586.61
v. One Half Cent Projects	\$32,253.50
vi. Payroll (04-09-21)	\$147,474.31

d. Approval of Purchase Orders/Warrants for 05/06/21 (#139380-#139466)

vii. General Fund	\$76,133.75
viii. Cemetery Fund	\$233.34
ix. Airport Fund	\$727.26
x. Court Fund	\$869.45
xi. One Cent Capital Projects	\$533.48
xii. One Half Cent Projects	\$61,294.72
xiii. Payroll (04-23-21)	\$209,525.38
xiv. Payroll (05-07-21)	\$147,233.65

e. Approval of a Budget Amendment to revenue line item 01-338 (General Miscellaneous) and Supplemental Appropriation to expense line item 01-405-610 (Police Department Capital Outlay) in the amount of \$5,361.00 for a Cherokee Nation Grant for the Police Department.

f. Approval of a Budget Amendment to revenue line item 01-338 (General Miscellaneous) and Supplemental Appropriation to expense line item 01-409-610 (Street Department Capital Outlay) in the amount of \$1,990.00 for an OMAG Safety Grant for the Street Department.

g. Approval of an Engagement Letter with Crawford and Associates, P.C. for the preparation of financial statements for the year ending June 30, 2021.

h. Approval of an Engagement letter with HBC CPA's and Advisors for auditing services and compilation of data for the year ending June 30, 2021.

i. Approval of an Administrative Services Agreement with Ameribank Group Benefits, LLC for insurance brokerage services for the 2021-2022 fiscal year.

j. Approval of the renewal of a contract with CommunityCare for health benefits for the 2021-2022 fiscal year.

k. Approval of the renewal of a contract with Delta Dental for group dental benefits for the 2021-2022 fiscal year.

8. Consideration and appropriate action related to items removed from the Consent Agenda.

9. Discussion regarding the 2021-2022 fiscal year proposed budget for the City of Skiatook General Fund and the Skiatook Public Works Authority.

10. Public hearing regarding the 2021-2022 fiscal year proposed budget for the City of Skiatook General Fund and the Skiatook Public Works Authority.

11. Discussion and update regarding an issue brought forward by Dee Wilson during the March 9, 2021 and April 13, 2021 meetings regarding 47 West Ash, Skiatook, OK.

- 12. Discussion and update regarding the search for a new City Manager and to discuss future procedures in the process.**
- 13. Discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, on appointing Skiatook City Clerk, Shirley Lett, as interim City Manager, effective June 2, 2021, until a new City Manager is appointed by the City Council and fulfills the position.**
- 14. Discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, related to the approval to hold the "Fantasy in the Sky" fireworks display at the Skiatook Municipal Airport on July 3, 2021.**
- 15. Review of bids received, discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item related to the award of bid to the lowest responsible bidder for the Sanitary Sewer Relocations in support of ODOT Project J/P 24267, SH-20, Osage County (Lowest Responsible Bidder: Shrum Excavation Co., Inc. in the amount of \$413,543.43) and to authorize the City Manager to execute all necessary documents.**
- 16. Review of bids received, discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, related to the award of bid to the lowest responsible bidder for the Waterline Relocations in support of ODOT Project J/P 24267, SH-20, Osage County (Lowest Responsible Bidder: Bolding Construction, LLC in the amount of \$752,090.00) and to authorize the City Manager to execute all necessary documents.**
- 17. Discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, concerning a proposed Letter of Understanding between the City of Skiatook and USCOC of Greater Oklahoma LLC, extending the terms of the existing Ground Lease for the communications tower site located North of State Highway 20 and West of North Haynie Street, until the earlier of June 30, 2021 or until a new Ground Lease is fully executed, with monthly lease payments of \$1,500.00.**
- 18. Discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, concerning a proposed Ground Lease between the City of Skiatook and USCOC of Greater Oklahoma LLC, for an initial term of five years, with three additional renewal terms of five years each for the communications tower site located North of State Highway 20 and West of Haynie Street, until the earlier of June 30, 2021 or until a new Ground Lease is fully executed, with monthly lease payments of \$1,500.00, with yearly lease increases of three percent (3%) per year.**
- 19. Discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, related to the approval of the Collective Bargaining Agreement between the City of Skiatook and the Fraternal Order of Police, Lodge #166 for fiscal year 2021-2022.**

20. Discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, related to the approval of the Collective Bargaining Agreement between the City of Skiatook and the Skiatook Professional Firefighters Local 4067 for fiscal year 2021-2022.

21. City Manager's Report:

***Skiatook Municipal Airport Runway Dedication on May 14, 2021 at 11:00 AM.**

****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****

22. Adjournment



**PUBLIC NOTICE OF THE MEETING OF THE
SKIATOOK PUBLIC
WORKS AUTHORITY**

TYPE OF MEETING: REGULAR

**DATE & TIME: Tuesday, May 11, 2021
at 6:00 p.m.**

PLACE: Municipal Boardroom, Community Center, 220 S. Broadway

*** Notice and agenda filed in the office of the City Clerk, posted on the City Hall bulletin Board and on our website: cityofskiatook.com before 5:00 p.m. on Friday, May 7, 2021.**

Katie DeLong, Administrative Assistant

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A G E N D A

1. Call to Order- *Chairman*

2. Roll Call- *Shirley Lett, City Clerk*

3. Consent Agenda

*All matters listed under "Consent" are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. If an item is removed from the Consent Agenda, said removed item may involve discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of the removed agenda item. A motion to adopt the Consent Agenda is non-debatable.

a. Approval of the minutes of the April 13, 2021 Regular Meeting.

b. Approval of Purchase Orders/Warrants for 04/22/21 (#139259-#139328)

i. SPWA	\$354,177.17
ii. Payroll (04-09-21)	\$55,158.88

c. Approval of Purchase Orders/Warrants for 05/06/21 (#139380-#139466)

i. SPWA	\$366,124.86
ii. Payroll (04-23-21)	\$81,303.62
iii. Payroll (05-07-21)	\$53,893.99

d. Approval of the renewal of a contract with CommunityCare for health benefits for the 2021-2022 fiscal year.

e. Approval of the renewal of a contract with Delta Dental for group dental benefits for the 2021-2022 fiscal year.

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

5. Presentation and update by representatives from the Grand River Dam Authority.

- 6. Review of bids received, discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item related to the award of bid to the lowest responsible bidder for the Sanitary Sewer Relocations in support of ODOT Project J/P 24267, SH-20, Osage County (Lowest Responsible Bidder: Shrum Excavation Co., Inc. in the amount of \$413,543.43) and to authorize the City Manager to execute all necessary documents.**
- 7. Review of bids received, discussion and possible consideration and appropriate action, which such action may include approval, amendment, rejection, denial, or tabling of this agenda item, related to the award of bid to the lowest responsible bidder for the Waterline Relocations in support of ODOT Project J/P 24267, SH-20, Osage County (Lowest Responsible Bidder: Bolding Construction, LLC in the amount of \$752,090.00) and to authorize the City Manager to execute all necessary documents.**
- 8. Adjournment.**