

**MINUTES OF THE REGULAR
MEETING OF THE SKIATOOK
CITY COUNCIL
TUESDAY, MARCH 14, 2023 6:00 P.M., MUNICIPAL
BOARDROOM**

1. Call to Order

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

2. Opening Business

- a. Invocation by Trey Harper, Skiatook Christian Church
- b. Flag Salute by Jim Annas, Fire Chief
- c. Roll Call by Ginger Stephens, Deputy Clerk

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

ABSENT: Brad White

STAFF: 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 February 14, 2023 Regular Meeting & Special Meeting

- b. Approval of Purchase Orders/Warrants for 2/28/23(#145501-#145573)

i. General Fund	\$ 33,356.84
ii. Cemetery Fund	\$ 68.85
iii. Airport	\$ 41,318.54
iii. One Cent Capital Projects	\$202,530.41
iv. One Half Cent Projects	\$ 49,154.18

- c. Approval of Purchase Orders/Warrants for 3/14/23(#145610-#145711)

v. General Fund	\$134,561.94
vi. Cemetery Fund	\$ 589.02
vii. Airport Fund	\$ 1,104.16
viii. Court Fund	\$ 528.12
ix. One Cent Capital Projects	\$ 19,126.78
xi. Payroll (2-10-23)	\$255,698.85
xii. Payroll (2-24-23)	\$349,605.70

- d. Approval of a Municipal Property Protection Plan renewal and invoice with Oklahoma Municipal Assurance Group in the amount of \$65,278.00

Motion was made by Councilor Upton and 2nd by Councilor Forbes to approve as written.

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

NO: NONE

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

Item was skipped. No action was taken.

5. Public hearing regarding the 2023 Tulsa County Urban County CDBG (Community Development Block Grant) Application.

Motion to call public hearing to order was made by Councilor Forbes and 2nd by Vice Mayor Fuentes.
Motion to call public hearing to close was made by Councilor Forbes and 2nd by Vice Mayor Fuentes.

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

6. Discussion and possible consideration and appropriate action regarding selection of Project for 2023 Tulsa County Urban County CDBG (Community Development Block Grant) Application. (Presented by Barbara Albritton on behalf of INCOG)

Motion was made by Councilor McGoffin and 2nd by Councilor Upton selecting the Central Park project first
And then the 1007 South C Street second for the 2023 CDBG Grant project.

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

7. Discussion and possible consideration and appropriate action regarding adoption of CDBG Resolution 2023-04, a resolution affirming the City of Skiatook and its commitment to take All action within its power to facilitate the receipts of the assistance of Community Development Block Grant funds, authorizing the City of Skiatook Mayor to execute all necessary application Documents, and upon receipt of the funds to administer said grant by the rules and regulations Established by the United States of America, State of Oklahoma, Tulsa County and all empowered Agencies thereof.

Motion was made by Vice Mayor Fuentes and 2nd by Councilor Jech to approving Resolution 2023-04, a resolution affirming the City of Skiatook and its commitment to take all action within its power to facilitate the receipts of the assistance of Community Development Block Grant funds, authorizing the City of Skiatook Mayor to execute all necessary application documents, and upon receipt of the funds to administer said grant by the rules and regulations Established by the United States of America, State of Oklahoma, Tulsa County and all empowered agencies thereof.

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

8. Discussion and possible consideration and appropriate action, related to approval of Lot Split Application Number SKL-202, proposed to create two separate (2) tracts of land, consisting of Tract "A", being approximately 94 feet x 90 feet, more or less, and Tract "B", being approximately 80 feet x 90 feet, more or less, and both tracts generally located in Lot Six (6), Block Two (2), Amended Plat of WAH-SHA-SHE, an addition to the City of Skiatook, Osage County, State of Oklahoma, according to the recorded plat thereof, at the approximate location of 424 West 1st St., City of Skiatook, Osage County, Oklahoma.

(Applicant: Greystar Properties, LLC, by Jennifer Meeks).

Motion was made by Councilor McGoffin and 2nd by Vice Mayor Fuentes approving Lot Split Application Number SKL-202, proposed to create two separate (2) tracts of land, consisting of Tract "A", being approximately 94 feet x 90 feet, more or less, and Tract "B", being approximately 80 feet x 90 feet, more or less, and both tracts generally located in Lot Six (6), Block Two (2), Amended Plat of WAH-SHA-SHE, an addition to the City of Skiatook, Osage County, State of Oklahoma, according to the recorded plat thereof, at the approximate location of 424 West 1st St., City of Skiatook, Osage County, Oklahoma. (Applicant: Greystar Properties, LLC, by Jennifer Meeks).

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

- 9. Public hearing regarding the Annexation into the City of Skiatook certain territories adjacent Or contiguous to the corporate limits of the City of Skiatook, Oklahoma, such territories lying Approximately west of the Orchards Estates and Southfield housing additions, Skiatook, Oklahoma 74070; more particularly described as territories lying within the northeast quarter (NE/4) of section twenty-eight (28), township twenty-two (22) North, range twelve (12) east of the Indian base and meridian, Osage County, State of Oklahoma according to the U.S. Government survey thereof.**

Motion to call public hearing to order was made by Councilor Forbes and 2nd by Councilor McGoffin at 6:22pm.
Motion to call public hearing to close was made by Councilor Forbes and 2nd by Councilor McGoffin at 6:23pm.

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

- 10. Discussion and possible consideration and appropriate action related to approval of Ordinance 2023-04, an Ordinance, pursuant to Title 11, Oklahoma Statutes, Section 21-105, annexing into The City of Skiatook certain territories adjacent or contiguous to the corporate limits of the City Of Skiatook, Oklahoma, such territories lying approximately west of the Orchards Estates and Southfield housing additions, Skiatook, Oklahoma, 74070; more particularly described as territories lying within the northeast quarter (NE/4) of section twenty-eight(28), township twenty-two (22)North, range twelve (12) east of the Indian base and meridian, Osage County, State of Oklahoma according to the U.S. Government survey thereof; finding jurisdictional facts; assigning a zoning classification of RS-3 (Residential Single Family-3) to the land annexed; and establishing an effective date.**

Motion was made by Councilor Forbes and 2nd by Councilor McGoffin approving Ordinance 2023-04, an ordinance, pursuant to Title 11, Oklahoma Statutes, Section 21-105, annexing into the City of Skiatook certain territories adjacent or contiguous to the corporate limits of the City Of Skiatook, Oklahoma, such territories lying approximately west of the Orchards Estates and Southfield housing additions, Skiatook, Oklahoma, 74070; more particularly described as territories lying within the northeast quarter (NE/4) of section twenty-eight(28), township twenty-two (22)North, range twelve (12) east of the Indian base and meridian, Osage County, State of Oklahoma according to the U.S. Government survey thereof; finding jurisdictional facts; assigning a zoning classification of RS-3 (Residential Single Family-3) to the land annexed; and establishing an effective date.

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

- 11. City Manager's Report: *Nothing to report***

- 12. Adjournment**

Motion was made by Councilor Loftis and 2nd by Councilor Upton to adjourn

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

Robin Edens
Robin Edens, Mayor

Stephanie Upton
Stephanie Upton, Councilor

Cody Fuentes
Cody Fuentes, Vice-Mayor

Linda Loftis
Linda Loftis, Councilor

Shirley Lett
Shirley Lett, City Clerk

Joyce Jech
Joyce Jech, Councilor

Geoff McGoffin
Geoff McGoffin, Councilor

4-11-23
Date Minutes Approved:

Herb Forbes
Herb Forbes, Councilor

**MINUTES OF THE SKIATOOK
PUBLIC WORKS AUTHORITY REGULAR MEETING
TUESDAY, MARCH 14, 2023 6:25 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 6:25 pm in the Municipal Boardroom.

2. Roll Call

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

ABSENT: Brad White

STAFF: 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 February 14, 2023 Regular Meeting & Special Meeting.

b. Approval of Purchase Orders/Warrants for 2/28/23(#145501-#145573)
i. SPWA \$192,814.04

c. Approval of Purchase Orders/Warrants for 3/14/23(#145610-#145711)
ii. SPWA \$562,193.33
iii. Payroll (2-10-23) \$ 65,439.57
iv. Payroll (2-24-23) \$ 92,825.00

d. Approval of a Municipal Property Protection Plan renewal and invoice with Oklahoma Municipal Assurance Group in the amount of \$65,278.00

Motion was made by Trustee Jech and 2nd by Vice Chairman Fuentes to approve as written.

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

NO: NONE

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

Item was skipped. No action was taken.

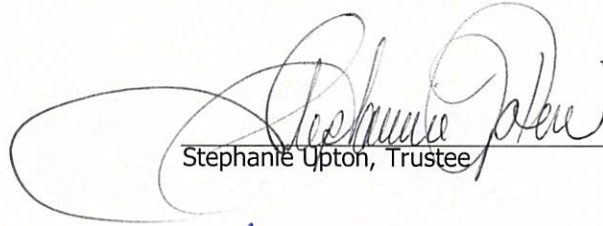
5. Adjournment.

Motion was made by Trustee Loftis and 2nd by Trustee McGoffin to adjourn.

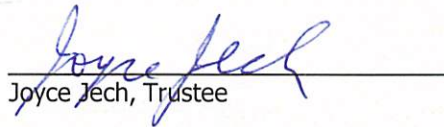
YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes

NO: NONE


Robin Edens, Chairman


Stephanie Upton, Trustee


Cody Fuentes, Vice Chairman


Joyce Tsch, Trustee


Linda Loftis, Trustee


Shirley Lett, City Clerk


Geoff McGoffin, Trustee

4-11-23


Herb Forbes, Trustee

Date Minutes Approved:

Herb Forbes, Trustee