

**MINUTES OF THE MEETING OF
THE SKIATOOK CITY COUNCIL
TUESDAY, MAY 10, 2022 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 Herb Forbes, City Councilor
- b. Flag Salute by Jim Annas, Fire Chief
- c. Roll Call by Shirley Lett, City Clerk

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

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 April 12, 2022 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 04/24/22 (#142588-#142677)
 - i. General Fund \$41,522.00
 - ii. Cemetery Fund \$ 97.13
 - iii. Airport Fund \$45,839.57
 - iv. One Half Cent Capital Projects \$48,906.46
- c. Approval of Purchase Orders/Warrants for 05/06/22 (#142707-#142800)
 - vi. General Fund \$ 55,601.77
 - vii. Cemetery Fund \$ 526.17
 - viii. Airport Fund \$ 9,518.49
 - ix. Court Fund \$ 341.33
 - x. One Cent Capital Projects \$ 27,760.00
 - xi. Payroll (4/08/22) \$223,635.59
 - xii. Payroll (4/22/22) \$326,780.32
- d. Approval of Budget Amendment to Revenue line 01-338 (General Miscellaneous) and Supplemental Appropriation to Expense line 01-405-505 (D.A.R.E. donation from Joyce Jech), for the sum of ONE HUNDRED DOLLARS (\$100.00)
- e. Approval of a Budget Amendment to revenue line item 01-338 (General Miscellaneous) and Supplemental Appropriation to Expense line item 01-405-505 (D.A.R.E. donation from Park Celebration) for the sum of SIX HUNDRED AND ONE DOLLARS of (\$601.00)
- f. Approval of an Engagement Letter with Crawford and Associates, P.C. for the preparation of financial statements for the year ending June 30, 2022
- g. Ratification of the renewal of a contract with YMCA for managing the City of Skiatook Pool for the 2022 season.

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

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

NO: None

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

Item was skipped. No action was taken.

5. Award and Presentation from Chief of Police, Billy Wakefield, for Officer Mark Dressler For receiving Academic Achievement Award from Northeastern State University in Criminal Justice. His tuition was funded by the City's Educational Compensation Program.

6. Discussion by Chief Annas regarding Title change for Sam Little from EMS officer to Deputy Chief EMS per ORDINANCE 2022-05.

7. Discussion and possible consideration and appropriate action on Ordinance 2022-06, AN ORDINANCE AMENDING TITLE 11 "ZONING REGULATIONS", CHAPTER 16 "AMENDMENTS", SUBSECTION A "APPLICATION AND FEES" OF THE CODE OF ORDINANCES OF THE CITY OF SKIATOOK, OKLAHOMA, CONTAINING OTHE PROVISIONS REALATED THERETO, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, ESTABLISHING AN EFFECTIVE DATE; PROVIDING FOR CODIFICATION; AND DECLARING AN EMERGENCY.

Motion was made by Vice Mayor Fuentes and 2nd by Councilor Jech to approve ORDINANCE 2022-06 AN ORDINANCE AMENDING TITLE 11 "ZONING REGULATIONS", CHAPTER 16 "AMENDMENTS", SUBSECTION A "APPLICATION AND FEES" OF THE CODE OF ORDINANCES OF THE CITY OF SKIATOOK, OKLAHOMA, CONTAINING OTHER PROVISIONS RELATED THERETO, REPEALING ALL ORDINANCES FOR PARTS OF ORDINANCES IN CONFLICT HEREWITH, ESTABLISHING AN EFFECTIVE DATE; PROVIDING FOR CODIFICATION; AND DECLARING AN EMERGENCY.

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

NO: None

8. Discussion and possible consideration and appropriate action related to the approval of The Emergency Clause for Ordinance 2022-06.

Motion was made by Councilor McGoffin and 2nd by Vice Mayor Fuentes to approve emergency clause For Ordinance 2022-06

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

NO: None

9. Discussion and possible consideration and appropriate action on ORDINANCE 2022-07, AN ORDINANCE AMENDING TITLE 6 "PUBLIC SAFETY AND NUISANCES", CHAPTER 6 "ANIMAL CONTROL", AND SECTION 5 "DOG AND CAT LICENSING"; REGULATIONS; IMPOUNDMENT:", OF THE CODE OF ORDINANCES OF THE CITY OF SKIATOOK, OKLAHOMA, CONTAINING OTHER PROVISIONS RELATED THERETO, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING CODIFICATION; AND DECLARING AN EMERGENCY.

Motion was made by Councilor Herb Forbes and 2nd by Councilor Upton to approve ORDINANCE 2022-07, AN ORDINANCE AMENDING TITLE 6 "PUBLIC SAFETY AND NUISANCES", CHAPTER 6 "ANIMAL CONTROL", AND SECTION 5 "DOG AND CAT LICENSING"; REGULATIONS; IMPOUNDMENT:", OF THE CODE OF ORDINANCES OF THE CITY OF SKIATOOK, OKLAHOMA, CONTAINING OTHER PROVISIONS RELATED THERETO, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, ESTABLISHING AN EFFECTIVE DATE; AND PROVIDING FOR CODIFICATION; AND DECLARING AN EMERGENCY.

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

NO: None

10. Discussion and possible consideration and appropriate action related to the approval of The Emergency Clause for Ordinance 2022-07.

Motion was made by Vice Mayor Fuentes and 2nd by Councilor Forbes to approve the emergency clause For Ordinance 2022-07.

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

11. Discussion and possible consideration and appropriate action, with respect to Resolution 2022-03, A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF SKIATOOK, OKLAHOMA, ON TUESDAY, AUGUST 23, 2022, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF APPROVAL OR REJECTION OR ORDINANCE NO. 2022-08 OF THE CITY RELATING TO THE LEVY AND COLLECTION OF AN ADDITIONAL ONE PERCENT (1.00%) EXCISE TAX (SALES TAX) (IN ADDITION TO ANY AND ALL OTHER EXCISE TAXES NOW IN FORCE), ALL AS MORE SPECIFICALLY SET FORTH IN ORDINANCE NO. 2022-08; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

Motion was made by Councilor McGoffin and 2nd by Vice Mayor Fuentes to table #11 as written

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

12. Discussion and possible consideration and appropriate action, with respect to ORDINANCE NO. 2022-08, AN ORDINANCE OF THE CITY OF SKIATOOK, OKLAHOMA, RELATING TO THE IMPOSITION OF A CITY EXCISE TAX (SALES TAX) OF ONE PERCENT (1.00%) (IN ADDITION TO ANY AND ALL OTHER EXCISE TAXES NOW IN FORCE) TO BE LEVIED UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TAXABLE UNDER THE OKLAHOMA SALES TAX CODE; PROVIDING FOR THE USE OF THE PROCEEDS OF SAID EXCISE TAX FOR CAPITAL IMPROVEMENTS BENEFITTING THE CITY; PROVIDING FOR THE JANUARY 1, 2023 EFFECTIVE DATE OF SAID EXCISE TAX; PROVIDING FOR SUBSISTING STATE PERMITS; PROVIDING FOR PAYMENT OF TAX; PROVIDING THAT THE TAX IS IN ADDITION TO TAXES CURRENTLY LEVIED; INCORPORATING CERTAIN PROVISIONS OF PRIOR CITY ORDINANCES; PROVIDING FOR AMENDMENTS TO THIS ORDINANCE; PROVIDING THAT THE PROVISIONS OF THIS ORDINANCE ARE CUMULATIVE AND IN ADDITION TO ANY AND ALL TAXING PROVISIONS OF OTHER CITY ORDINANCES; PROVIDING FOR SEVERABILITY OF PROVISIONS; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

Motion was made by Councilor Upton and 2nd by Councilor Forbes to table #12 as written

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

13. Discussion related to staffing issue within the Skiatook Police Department. FOP President Johnny Okerson

14. Discussion regarding the 2022-23 fiscal year proposed budget for the City of Skiatook General fund and the Skiatook Public Works Authority.

15. Public hearing regarding the 2022-23 fiscal year proposed budget for the City of Skiatook General fund and the Skiatook Public Works Authority.

16. Discussion and possible consideration and appropriate action, related to the approval to hold The "Fantasy in the Sky" fireworks display at the Skiatook Municipal Airport on July 3, 2022.

Motion was made by Councilor McGoffin and 2nd by Councilor Loftis to approve "Fantasy in the Sky" fireworks display at Skiatook Municipal Airport on July 3, 2022.

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

NO: None

**17. City Manager's Report: Update to Skate Park development
APPA conference**

****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 x 113****

18. Adjournment

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

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

NO: None

Robin Edens, Mayor

Stephanie Upton, Councilor

Cody Fuentes, Vice-Mayor

Linda Loftis, Councilor

Joyce Jech, Councilor

Shirley Lett, City Clerk

Geoff McGoffin, Councilor

Date Minutes Approved:

Herb Forbes, Councilor

**MINUTES OF THE SKIATOOK
PUBLIC WORKS AUTHORITY
TUESDAY, MAY 10, 2022 6:50 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 6:50 pm in the Municipal Boardroom.

2. Roll Call

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

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 April 12, 2022 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 04/24/22 (#142588-#142667)
 - i. SPWA \$320,253.84
- c. Approval of Purchase Orders/Warrants for 05/06/22 (#142707-#142800)
 - i. SPWA \$684,477.69
 - ii. Payroll (04-8-22) \$62,766.76
 - iii. Payroll (04-22-22) \$93,949.18

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

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

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, with respect to Resolution NO. 2022-04, OF THE SKIATOOK PUBLIC WORKS AUTHORITY APPROVING PROFESSIONAL SERVICES AGREEMENTS; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

Motion was made by Trustee Forbes and 2nd by Vice-Chairman Fuentes to table #5 as written

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

NO: None

6. Discussion and possible consideration and appropriate action, related to the approval of Sandyland Environmental Services, LLC., being awarded the contract for Water Treatment Plant Residuals Removal in the amount \$126,000.00

Motion was made by Trustee McGoffin and 2nd by Vice-Chairman Fuentes to approve Sandyland Environmental Services, LLC., being awarded the contract for Water Treatment Plant Residuals Removal in the amount \$126,000.00.

7. Adjournment

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

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

Robin Edens, Chairman

Stephanie Upton, Trustee

Cody Fuentes, Vice Chairman

Joyce Jech, Trustee

Linda Loftis, Trustee

Shirley Lett, City Clerk

Geoff McGoffin, Trustee

Date Minutes Approved:

Herb Forbes, Trustee

