

**MINUTES OF THE REGULAR
MEETING OF THE SKIATOOK
CITY COUNCIL
TUESDAY, JUNE 14 , 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 Robin Edens, City Mayor
- c. Roll Call by Shirley Lett, City Clerk

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

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 May 10, 2022 Regular Meeting.
- b. Approval of the minutes of the May 18, 2022 Special Meeting.
- c. Approval of the minutes of the June 2, 2022 Special Meeting.
- d. Approval of Purchase Orders/Warrants for 05/31/22(#142860-#142959)

i. General Fund	\$53,722.38
ii. Cemetery Fund	\$ 1,639.46
iii. Airport Fund	\$ 1,400.00
iv. One Cent Capital Projects	\$28,498.70
v. One Half Cent Capital Projects	\$48,906.46
- e. Approval of Purchase Orders/Warrants for 06/14/22(#142985-#143073)

vi. General Fund	\$ 46,801.26
vii. Cemetery Fund	\$ 376.60
viii. Airport Fund	\$ 3,124.91
ix. Court Fund	\$ 605.39
x. One Cent Capital Projects	\$ 1,195.00
xi. Payroll (5/06/22)	\$229,556.11
xii. Payroll (5/20/22)	\$326,581.04
- f. Approval of Budget Amendment to Revenue line 01-338 (General Miscellaneous) from Cherokee Nation 2022 Contribution to Fire Department in the amount of THREE THOUSAND FIVE HUNDRED DOLLARS (\$3,500.00) and Supplemental Appropriation to Expense line 01-406-610 for Fire Department Cap. Outlay in the amount of THREE THOUSAND FIVE HUNDRED DOLLARS (\$3,500.00)
- g. Approval of an Engagement Letter with HBC CPAs and Advisors, for auditing services and compilation of data for the year ending June 30, 2022.
- h. Approval of an annual Memorandum of Understanding between INCOG (The Indian Nations Council of Governments) and the City of Skiatook for 9-1-1 electronic map street layer and MSAG (The Master Street and Address Guide) maintenance duties for a term effective July 1, 2022 and continuing until June 30, 2023.
- i. Approval of a Meal Delivery Contract between the Board of County Commissioners through the Osage County Nutrition Program and the City of Skiatook from July 1, 2022 through June 30, 2023.
- j. Approval of a Site Agreement between the Osage County Nutritional Program, Transportation, Outreach Programs and the City of Skiatook from July 1, 2022 through June 30, 2023.

- k. Approval of Mutual of Omaha Life Insurance contract for 2022-2023
- l. Approval of OMAG Workers' Compensation insurance contract renewal for 2022-2023

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

YES: Forbes, Edens, Jech, 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. Discussion and possible consideration and appropriate action, relating to approval of ORDINANCE 2022-09, An ordinance changing and amending the zoning classification from RS-2 (Residential Single Family) District to CG (Commercial General) District of such territories lying North of Highway 20, Located at approximately 106 N. Lombard Lane, Skiatook, Osage County, Oklahoma 74070; more particularly described as lying within the Southeast Quarter of the Northeast Quarter Of section twenty-one (21) township twenty-two (22) north, range twelve (12) east, of the Indian base and meridian, Skiatook, Osage County, State of Oklahoma, according to the U.S. Government survey thereof, as set forth in zoning application no. SKZ-208; repealing all ordinances or parts of ordinances in conflict herewith, and declaring an effective date.

Motion was made by Councilor McGoffin and 2nd by Councilor Forbes to approve ORDINANCE 2022-09, An ordinance changing and amending the zoning classification from RS-2 (Residential Single Family) District to CG (Commercial General) District of such territories lying North of Highway 20, Located at approximately 106 N. Lombard Lane, Skiatook, Osage County, Oklahoma 74070; more particularly described as lying within the Southeast Quarter of the Northeast Quarter Of section twenty-one (21) township twenty-two (22) north, range twelve (12) east, of the Indian base and meridian, Skiatook, Osage County, State of Oklahoma, according to the U.S. Government survey thereof, as set forth in zoning application no. SKZ-208; repealing all ordinances or parts of ordinances in conflict herewith, and declaring an effective date.

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

6. Discussion and possible consideration and appropriate action, relating to approval of Lot Split application number SKL-194, proposed to create two separate (2) tracts of Land, consisting Of Tract "A", being 1.74 acres, more or less, and Tract "B", being 4.21 acres, more or less, and both Tracts generally located in the Southwest Quarter of the Southeast Quarter of Section Thirty-three (33), Township Twenty-two (22) North, Range Thirteen (13) east of the Indian base and meridian, City of Skiatook, Tulsa County, Oklahoma (Applicants: William and Jennifer Bennett).

Motion was made by Councilor McGoffin and 2nd by Councilor Jech to approve Lot Split SKL-194, proposed to create two separate (2) tracts of Land, consisting Of Tract "A", being 1.74 acres, more or less, and Tract "B", being 4.21 acres, more or less, and both tracts generally located in the Southwest Quarter of the Southeast Quarter of Section Thirty-three (33), Township Twenty-two (22) North, Range Thirteen (13) east of the Indian base and meridian, City of Skiatook, Tulsa County, Oklahoma.

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

- 7. Discussion and possible consideration and appropriate action, relating to Ordinance 2022-10, an Ordinance changing and amending the zoning classification from AG (Agriculture) district to RE (Residential Estate) district of such territories lying south of highway 20, located at approximately 3875 East 126th Street North, City of Skiatook, Tulsa County, Oklahoma, 74070; more particularly Described as lying within the southwest quarter of the southeast quarter of section thirty-three (33), township twenty-two (22) north, range thirteen (13) east, of the Indian base and meridian, City of Skiatook, Tulsa County, State of Oklahoma, according to the U.S. Government survey thereof, as set forth in zoning application no. SKZ-209; repealing all ordinances or parts of ordinances in conflict herewith; and declaring and effective date.**

Motion was made by Councilor Forbes and 2nd by Vice Mayor Fuentes to approve Ordinance 2022-10, an Ordinance changing and amending the zoning classification from AG (Agriculture) district to RE (Residential Estate) district of such territories lying south of highway 20, located at approximately 3875 East 126th Street North, City of Skiatook, Tulsa County, Oklahoma, 74070; more particularly Described as lying within the southwest quarter of the southeast quarter of section thirty-three (33), township twenty-two (22) north, range thirteen (13) east, of the Indian base and meridian, City of Skiatook, Tulsa County, State of Oklahoma, according to the U.S. Government survey thereof, as set forth in zoning application no. SKZ-209; repealing all ordinances or parts of ordinances in conflict herewith; and declaring and effective date.

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

- 8. Public hearing regarding and Annexation into the City of Skiatook certain territories adjacent Or contiguous to the corporate limits of the City of Skiatook, Tulsa County, Oklahoma, such Territories located at approximately the northeast and southeast corners of the intersection of Highway 20 and Highway 11, more particularly described as lying within the northwest quarter Of the southwest quarter of the southwest quarter of section twenty-four (24), township twenty-two (22) north, range twelve (12) east, of the Indian base and meridian, Tulsa County, Oklahoma, 74070.**
- 9. Discussion and possible consideration and appropriate action, related to Ordinance 2022-11, an Ordinance annexing to the City of Skiatook certain territories adjacent or contiguous to the corporate limits of the City of Skiatook, Tulsa County, Oklahoma, such territories located at approximately the northeast and southeast corners of the intersection of Highway 20 and Highway 11, more particularly described as lying within the northwest quarter of the southwest quarter of the southwest quarter of section twenty-four (24), township twenty-two (22) north, range twelve (12) east, of the Indian base and meridian, Tulsa County, Oklahoma, 74070; finding jurisdictional facts; assigning a zoning classification to the land annexed; and establishing an effective date.**

Motion was made by Councilor Forbes and 2nd by Councilor Upton to approve Ordinance 2022-11, an Ordinance annexing to the City of Skiatook certain territories adjacent or contiguous to the corporate limits of the City of Skiatook, Tulsa County, Oklahoma, such territories located at approximately the northeast and southeast corners of the intersection of Highway 20 and highway 11, more particularly described as lying within the northwest quarter of the southwest quarter of the southwest quarter of section twenty-four (24), township twenty-two (22) north, range twelve (12) east, of the Indian base and meridian, Tulsa County, Oklahoma, 74070; finding jurisdictional facts; assigning a zoning classification to the land annexed; and establishing an effective date.

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

10. Discussion and possible consideration and appropriate action, with respect to the approval to Hold city-wide Worship service on the Sunday September 25, 2022 following Pioneer Day in Central Park. (Presented by Scott Neighbors)

Motion was made by Councilor Jech and 2nd by Councilor McGoffin to approve holding a city-wide Worship service on the Sunday September 25, 2022 following Pioneer Day in Central Park.

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

11. Discussion and possible consideration and appropriate action, related to the approval of Issuance of a permit to the Skiatook Chamber of Commerce to hold the 2022 Pioneer day Event on September 22-24, 2022 at Skiatook Central Park. (Presented by Sara Herron)

Motion was made by Councilor McGoffin and 2nd by Vice Mayor Fuentes to approve the Issuance of a permit to the Skiatook Chamber of Commerce to hold the 2022 Pioneer day event on September 22-24, 2022 at Skiatook Central Park.

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

12. Discussion and possible consideration and appropriate action, related to the approval of Issuance of a permit to the Skiatook Chamber of Commerce to hold the 2022 Pioneer Day Parade on September 24, 2022, beginning at 9:00am and traveling down portions of Rogers Blvd. (Presented by Sara Herren)

Motion was made by Councilor Forbes and 2nd by Vice Mayor Fuentes to approve the Issuance of a permit to the Skiatook Chamber of Commerce to hold the 2022 Pioneer Day Parade on September 24, 2022, beginning at 9:00am and traveling down portions of Rogers Blvd.

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

13. Discussion and possible consideration and appropriate action, with respect to holding a free Event "Barn Dance" in Central Park on Saturday, October 8, 2022 from approx. 7:00pm-10:00pm with live music/band. (Presented by JD Prather)

Motion was made by Councilor McGoffin and 2nd by Councilor Upton to approve the free event "Barn Dance" in Central Park on Saturday, October 8, 2022 from approx. 7:00pm-10:00pm with live music/band.

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

14. Discussion and possible consideration and appropriate action, related to the Approval of The issuance of a permit to Larry Nunley to use the grounds behind the Skiatook Sports Complex for activities related to the Tallgrass Music Festival the week of October 10-16, 2022 with the actual festival being held on 10/14/22 & 10/15/22 from 6:00pm-10pm Friday And from 1:00pm – 10:00pm Saturday. (Presented by Larry Nunley)

Motion was made by Vice Mayor Fuentes and 2nd by Councilor Upton to approve the issuance of a permit to Larry Nunley to use the grounds behind the Skiatook Sports Complex for activities related to the Tallgrass Music Festival the week of October 10-16, 2022 with the actual festival being held on 10-14-22 & 10-15-22 from 6:00pm-10pm Friday and from 1:00pm – 10:00pm Saturday.

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

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

16. Adjournment

Motion was made by Councilor Loftis and 2nd by Councilor Jech 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 REGULAR MEETING
TUESDAY, JUNE 14, 2022 6:40 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 6:40 pm in the Municipal Boardroom.

2. Roll Call

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

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 May 10, 2022 Regular Meeting.
- b. Approval of the minutes of the June 2, 2022 Special Meeting,
- c. Approval of Purchase Orders/Warrants for 05/31/22(#142860-#142959)
 - i. SPWA \$318,830.16
- d. Approval of Purchase Orders/Warrants for 06/14/22(#142985-#143073)
 - i. SPWA \$819,174.75
 - ii. Payroll (05-06-22) \$ 64,905.94
 - iii. Payroll (05-20-22) \$136,648.20
- e. Approval of Mutual of Omaha Life Insurance contract for 2022-2023.
- f. Approval of OMAG Workers' Compensation insurance contract renewal for 2022-2023

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

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

