

**MINUTES OF THE REGULAR
MEETING OF THE SKIATOOK
CITY COUNCIL
TUESDAY, AUGUST 9 , 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 Trey Harper
- b. Flag Salute by Michal Davis
- c. Roll Call by Shirley Lett, City Clerk

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

ABSENT: Herb Forbes

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 July 12, 2022 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 07/26/22(#143410-#143479)
 - i. General Fund \$63,154.76
 - ii. Cemetery Fund \$ 388.66
 - iii. Cemetery Perpetual Care \$ 2,845.00
 - iv. One Cent Capital Projects \$ 1,895.00
 - v. One Half Cent Projects \$ 48,906.46
- c. Approval of Purchase Orders/Warrants for 08/09/22(#143538-#143636)
 - vi. General Fund \$94,389.41
 - vii. Cemetery Fund \$ 221.33
 - viii. Airport Fund \$ 545.78
 - ix. Court Fund \$ 381.42
 - x. One Cent Capital Project \$ 12,555.56
 - xi. One Half Cent Capital Project \$ 29,998.00
 - xii. Payroll (7/01/22) \$230,939.46
 - xiii. Payroll (7/15/22) \$254,830.34
 - xiv. Payroll (7/29/22) \$363,381.32
- d. Approval of a Budget Amendment to revenue line item 01-338 (General Miscellaneous) from Cherokee Nation 2022 Contribution to Police Department in the amount of TWO THOUSAND DOLLARS (\$2,000.00) and Supplemental Appropriation to Expense line item 01-405-610 for Police Department Cap. Outlay in the amount of TWO THOUSAND DOLLARS (\$2,000.00).
- e. Approval of a Budget Amendment to revenue line item 01-338 (General Miscellaneous) from a private donation in the amount of ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) and supplemental Appropriation to expense line item 01-411-606 for Skate Park in the amount of ONE HUNDRED THOUSAND DOLLARS (\$100,000.00).
- f. Approval of End of Year Supplemental Appropriations and Budget Amendments as attached.

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

YES: 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. Presentation by Police Chief Billy Wakefield to recognize Officer Brandon Foshee for Receiving the D.A.R.E officer of the year for the state of Oklahoma.

6. Discussion and possible consideration and appropriate action, related to the approval For the American Legion Post 131/VFW 7977 to hold a Veterans Day Parade on November 12, 2022, starting at 10:00am, proceeding on regular parade route.

Motion was made by Councilor McGoffin and 2nd by Councilor Jech to approve the Veterans Day Parade on November 12, 2022 starting at 10:00am, proceeding on regular parade route.

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

7. Discussion and possible consideration and appropriate action, 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 2022-2023.

Motion was made by Councilor Jech and 2nd by Councilor Fuentes to approve the Collective Bargaining agreement between the City of Skiatook and the Fraternal Order of Police, Lodge #166 for fiscal year 2022-2023.

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

8. Discussion and possible consideration and appropriate action, related to the approval Of the Collective Bargaining agreement between the City of Skiatook and the Skiatook Professional Firefighters Local 4067 for fiscal year 2022-2023.

Motion was made by Councilor McGoffin and 2nd by Councilor Fuentes to approve the Collective Bargaining agreement between the City of Skiatook and the Skiatook Professional Firefighters Local 4067 for fiscal year 2022-2023.

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

9. Discussion and possible consideration and appropriate action, related to the approval of purchasing two (2) Dodge Charger vehicles and the accessories for the Skiatook Police Department in the amount of EIGHTY NINE THOUSAND TEN DOLLARS (\$89,010.00).

Motion was made by Councilor Fuentes and 2nd by Councilor Upton to approve the purchase of two (2) Dodge Chargers and the accessories for the Skiatook Police Department in the amount of EIGHTY NINE THOUSAND TEN DOLLARS (\$89,010.00)

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

10. Discussion and possible consideration and appropriate action, related to the approval Of the Economic Development contract between the City of Skiatook and the Skiatook Chamber of Commerce for the annual amount of Fifty Seven Thousand Nine Hundred Dollars (\$57,900).

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

YES: Edens, McGoffin, Fuentes

NO: Jech, Loftis, Upton

Motion failed in tie

11. Discussion and possible consideration and appropriate action, related to the approval of Resolution 2022-07, A resolution concerning approving criteria and a process for redistricting of the wards of the City of Skiatook pursuant to the 2020 U.S. Census; and selecting a plan for publication of the proposal to change wards.

Motion was made by Councilor McGoffin and 2nd by Councilor Upton to approve Resolution No. 2022-07 Plan 1. A resolution concerning approving criteria and a process for redistricting of the wards of the City of Skiatook pursuant to the U.S. Census; and selecting a plan for publication of the proposal to change wards.

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

NO: NONE

12. Discussion and possible consideration and appropriate action, with respect to Resolution No. 2022-08 establishing the intent of the City Council as it relates to Ordinance No. 2022-08 of the City and sales tax election to be considered by the voters of the City of Skiatook on August 23, 2022; and containing other provisions related thereto.

Motion was made by Councilor McGoffin and 2nd by Councilor Fuentes to approve Resolution 2022-08; establishing the intent of the City Council as it relates to Ordinance No. 2022-08 of the City and sales tax election to be considered by the voters of the City of Skiatook on August 23, 2022; and containing other provisions related thereto.

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

NO: NONE

13. Discussion and possible consideration and appropriate action, related to the approval Of proposal bid for East Evergreen St. & S Broadway St. project, to Brummett Construction, INC. in the amount of EIGHTY NINE THOUSAND TWO HUNDRED DOLLARS (\$89,200.00)

Motion was made by Councilor McGoffin and 2nd by Councilor Jech to approve the proposed bid for East Evergreen St. & Broadway St. project, to Brummett Construction, INC. in the amount of EIGHTY NINE THOUSAND TWO HUNDRED DOLLARS (\$89,200.00)

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

NO: NONE

14. Discussion and possible consideration and appropriate action, related to the approval Of Lot Split Application Number SKL-196, proposed to create two separate (2) tracts of land, consisting of Tract "A", being approximately .145 acres, more or less, and Tract "B" being approximately .145 acres, more or less, and both tracts generally located in Lots One (1), Two (2), Three (3), and the East Fifteen (15) feet of Lot Four (4), Block nine (9), Original Town of Skiatook, City of Skiatook, Tulsa County, State of Oklahoma, according to the recorded plat thereof, at the approximate location of 221 North Broadway Street, City of Skiatook, Tulsa County, Oklahoma. (Applicant: Jennifer Meeks)

Motion was made by Councilor Upton and 2nd by Councilor Fuentes to approve the Lot Split Application Number SKL-196, proposed to create two separate (2) tracts of land, consisting of Tract "A", being approximately .145 acres, more or less, and Tract "B" being approximately .145 acres, more or less, and both tracts generally located in Lots One (1), Two (2), Three (3), and the East Fifteen (15) feet of Lot Four (4), Block nine (9), Original Town of Skiatook, City of Skiatook, Tulsa County, State of Oklahoma, according to the recorded plat thereof, at the approximate location of 221 N Broadway Street, City of Skiatook, Tulsa County, Oklahoma.

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

NO: NONE

- 15. Discussion and possible consideration and appropriate action, related to the approval Of Ordinance 2022-13, An Ordinance changing and amending the zoning classification From AG (Agricultural) district to CG (Commercial General) district of such territories Lying South of Highway 20, located at approximately 3855 East 126th Street North, City of Skiatook, Tulsa County, Oklahoma, 74070; more particularly described as lying within the Southwest quarter (SW/4) of the Southeast quarter (SE/4) 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-210; repealing all ordinances or parts of ordinances in conflict herewith, and declaring an effective date.**

Motion was made by Councilor Fuentes and 2nd by Councilor Jech to table this item until September 13, 2022 Council meeting.

YES: Edens, Jech, Upton, McGoffin, Fuentes

NO: NONE

ABSTAIN: Loftis

- 16. Discussion related to the City of Skiatook hosting a Farmers Market inside city limits.
(Presented by Brad White)**

- 17. City Manager's Report: New additional parking spaces to the downtown area
Recycling update
Water conservation update**

18. Adjournment

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

YES: 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, AUGUST 9, 2022 8:40 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 8:40 pm in the Municipal Boardroom.

2. Roll Call

PRESENT: Robin Edens, Linda Loftis, Stephanie Upton, Cody Fuentes, Geoff McGoffin, Joyce Jech
ABSENT: Herb Forbes
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 July 12, 2022 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 07/26/22(#143410-#143479)
 - i. SPWA \$321,874.00
- c. Approval of Purchase Orders/Warrants for 08/09/22(#143538-#143636)
 - i. SPWA \$1,181,055.02
 - ii. Payroll (07-01-22) \$ 64,426.84
 - iii. Payroll (07-15-22) \$ 68,815.49
 - iiii. Payroll (07-29-22) \$100,598.84

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

YES: 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. Discussion and possible consideration and appropriate action related to approval for the City Manager, with the assistance of the City Attorney, to prepare and execute a contract and any Necessary documents for a Commercial Trash collection contract with C.R.T.S., LLC for a one-year Term.

Motion was made by Vice Chairman Fuentes and 2nd by Trustee Upton to approve the City Manager, with the assistance of the City Attorney, to prepare and execute a contract and any necessary documents for a Commercial trash collection contract with C.R.T.S., LLC for a one-year term.

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

6. Adjournment

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

YES: 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

