

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, AUGUST 10, 2021 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 Bill Taylor, Community Lighthouse Church
- b. Flag Salute by Billy Wakefield, Chief of Police
- c. Roll Call by Ginger Stephens, Deputy City Clerk

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

ABSENT: None

STAFF: Brad White, Ginger Stephens, 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 13, 2021 Special Meeting.
- B. Approval of the minutes of the July 13, 2021 Regular Meeting.
- C. Approval of the minutes of the August 2, 2021 Special Meeting.
- D. Approval of Purchase Orders/Warrants for 07/23/21 (#140078-#140143)

i.	General Fund	\$33,460.43
ii.	Cemetery Fund	\$2,565.53
iii.	Airport Fund	\$177,660.17
iv.	One Cent Capital Projects	\$50,884.09
v.	One Half Cent Capital Projects	\$32,253.50
vi.	Payroll (07-16-21)	\$153,269.38
- E. Approval of Purchase Orders/Warrants for 08/06/21 (#140195-#140275)

i.	General Fund	\$65,634.59
ii.	Cemetery Fund	\$173.78
iii.	Airport Fund	\$587.44
iv.	Court Fund	\$329.60
v.	One Cent Capital Projects	\$64,070.41
vi.	Payroll (07-30-21)	\$233,925.01
- F. Approval of a Budget Amendment to revenue line item 01-330 (Sales Tax One Cent Capital) and Supplemental Appropriation to expense line item 01-412-755 (Transfers to One Cent) for increased sales tax collections in the amount of \$256,000.00.
- G. Approval of a Budget Amendment to revenue line item 01-301 (City Sales Tax) and Supplemental Appropriation to expense line item 01-412-756 (Transfers to One-Half Cent) for increased sales tax collections in the amount of \$115,000.00.
- H. Approval of a Budget Amendment to revenue line item 01-336 (Sr. Citizen's Grant) and Supplemental Appropriation to expense line item 01-413-600 (Sr. Citizen's Grant) for the FY 2020-2021 grant funds in the amount of \$6,623.78.

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, which such action may include approval, adoption, rejection, denial, tabling, amendment, or revision of this agenda item, related to the approval of the issuance of a permit to the Skiatook J.O.M. Parent Committee (Skiatook Public Schools) and the Osage Nation to host a Back to School Bash at the Skiatook Central Park on August 22, 2021 from 5:30 PM-8:00 PM.**

Motion was made by Councilor Jech and 2nd by Councilor McGoffin to approve the issuance of a permit to the Skiatook J.O.M. Parent Committee (Skiatook Public Schools) and the Osage Nation to host a Back to School Bash at the Skiatook Central Park on August 22, 2021 from 5:30 PM-8:00 PM.

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

- 6. Discussion and possible consideration and appropriate action, which such action may include approval, adoption, rejection, denial, tabling, amendment, or revision of this agenda item, related to the approval of the appointment of Matt Bragg to the Skiatook Board of Adjustment to serve a three (3) year term that expires July 1, 2024.**

Motion was made by Councilor Forbes and 2nd by Vice Mayor Fuentes to approve the appointment of Matt Bragg to the Skiatook Board of Adjustment to serve a three (3) year term that expires July 1, 2024.

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

- 7. Discussion and possible consideration and appropriate action, which such action may include approval, adoption, rejection, denial, tabling, amendment, or revision of this agenda item, related to the approval of the appointment of Lee Prince to the Skiatook Board of Adjustment to serve a three (3) year term that expires July 1, 2024.**

Motion was made by Councilor McGoffin and 2nd by Councilor Loftis to approve the appointment of Lee Prince to the Skiatook Board of Adjustment to serve a three (3) year term that expires July 1, 2024.

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

- 8. Discussion and possible consideration and appropriate action, which such action may include approval, adoption, rejection, denial, tabling, amendment, or revision of this agenda item, regarding the Proposal received from HDOK Management LLC and Great Plains Builders LLC, in response to the City's Request for Proposals (RFP), concerning the City owned property at the approximate location of Oak Street and Lenapah Avenue, Skiatook.**

Motion was made by Councilor McGoffin and 2nd by Councilor Loftis to approve the City Manager and the City Attorney to start contract negotiations for the City owned property at the approximate location of Oak Street and Lenapah Avenue, Skiatook with HDOK Management, LLC and Great Plains Builders LLC.

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

- 9. Discussion and possible consideration and appropriate action, which such action may include approval, adoption, rejection, denial, tabling, amendment, or revision of this agenda item, regarding possible options for making payment to GRDA for additional cold weather electricity expenses incurred during the winter weather event of February 2021.**

Motion was made by Vice Mayor Fuentes and 2nd by Councilor Jech to approve a payoff the expenses incurred during the winter weather event of February 2021 to GRDA within one (1) year with no interest.

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

10. Discussion and possible consideration and appropriate action, which such action may include approval, adoption, rejection, denial, tabling, amendment, or revision of this agenda item, related to authorizing the City Manager to solicit bids for tree trimming.

Motion was made by Councilor Jech and 2nd by Councilor McGoffin to approve authorizing the City Manager to solicit bids for tree trimming.

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

11. Discussion and possible consideration and appropriate action, which such action may include approval, adoption, rejection, denial, tabling, amendment, or revision of this agenda item, related to possibly revising the fireworks permit Ordinance 6-4 G-7 (D) (City of Skiatook, Code of Ordinances).

Motion was made by Councilor Forbes and 2nd by Councilor McGoffin to approve the City Manager and the City Attorney to revise Ordinance 6-4 G-7 (D) and to bring back to the City Council.

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

12. City Manager’s Report:

*Introduction by City Manager, Brad White.

****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****

13. Adjournment.

Motion was made by Vice Mayor Fuentes and 2nd by Councilor Loftis to adjourn.

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

Robin Edens, Mayor

Stephanie Upton, Councilor

Cody Fuentes, Vice Mayor

Joyce Jech, Councilor

Linda Loftis, Councilor

Ginger Stephens, Deputy City Clerk

Geoff McGoffin, Councilor

Date Minutes Approved:

Herb Forbes, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, AUGUST 10, 2021 6:00 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, Joyce Jech, Linda Loftis, Stephanie Upton, Geoff McGoffin, Cody Fuentes

ABSENT: None

STAFF: Brad White, Ginger Stephens, and other staff members.

3. Consideration and appropriate action relating to a request for approval of the Consent Agenda.

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| a. | Approval of the minutes of the July 13, 2021 Regular Meeting. | |
| b. | Approval of Purchase Orders/Warrants for 07/23/21 (#140078-#140143) | |
| | i. SPWA | \$302,997.53 |
| | ii. Payroll (07-16-21) | \$55,940.40 |
| c. | Approval of Purchase Orders/Warrants for 08/06/21 (#140195-#140275) | |
| | i. SPWA | \$731,069.53 |
| | ii. Payroll (07-30-21) | \$85,103.18 |

Motion was made by Trustee Upton and 2nd by Trustee McGoffin to approve the Consent Agenda.

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, which such action may include approval, adoption, rejection, denial, tabling, amendment, or revision of this agenda item, related to the approval of an Employment Contract between the City of Skiatook and Brad White, for his employment as Skiatook Public Works Authority Administrator.

Motion was made by Vice Chairman Fuentes and 2nd by Trustee Forbes to approve an Employment Contract between the City of Skiatook and Carl Bradley White, for his employment as Skiatook Public Works Authority Administrator.

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

NO: NONE

6. Adjournment

Motion was made by Vice Chairman Fuentes and 2nd by Trustee Loftis 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

Ginger Stephens, Deputy City Clerk

Geoff McGoffin, Trustee

Date Minutes Approved:

Herb Forbes, Trustee