

**MINUTES OF THE MEETING
OF THE SKIATOOK CITY COUNCIL
TUESDAY, October 12, 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 Trey Harper, Skiatook Christian Church
- b. Flag Salute by Jim Annas, Fire Chief
- c. Roll Call by Ginger Stephens, Deputy City Clerk

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

ABSENT: Geoff McGoffin

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 September 14, 2021 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 09/28/21 (#140615-#140679) & (#140681-#140682)
 - i. General Fund \$88,546.23
 - ii. Cemetery Fund \$1,628.60
 - iii. Airport Fund \$30,433.28
 - iv. One Cent Capital Projects \$18,741.28
 - v. One Half Cent Capital Projects \$32,236.11
 - vi. Payroll (09-10-21) \$164,314.55
- c. Approval of Purchase Orders/Warrants for 10/08/21 (#140722-#140815)
 - vii. General Fund \$118,087.38
 - viii. Cemetery Fund \$226.65
 - ix. Airport Fund \$579.95
 - x. Court Fund \$410.76
 - xi. One Cent Capital Projects \$111.28
 - xii. Payroll (09-24-21) \$180,589.65
- d. Approval of the renewal of the Municipal Liability Protection Plan (MLPP) for general liability/auto insurance with Oklahoma Municipal Assurance Group for a term ending November 1, 2022 in the amount of \$78,767.00.
- e. Approval of the ratification of the purchase of fuel for the Skiatook Municipal Airport from ASAP Energy in the amount of \$30,433.28 on September 13, 2021.
- f. Approval of the ratification of the City Manager's approval of a lease with Raising Hope Christian Learning Center, LLC for a term ending September 9, 2022.

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

YES: Forbes, Edens, Jech, 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. Presentation regarding a possible new recycling opportunity, Green Teens Recycling, for Skiatook residents.

6. **Presentation by Chris Edwards of the Skiatook Police Department regarding the 2022 Safe Oklahoma Grant Program.**
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 approval of Lot Split Application Number SKL-190, proposed to create two (2) tracts of land, consisting of a North tract (.306 acres) and a South Tract (.356 acres), more or less, and generally located in Lot Five (5), Block One (1), Phillips West Subdivision, at the approximate location of 14709 North 46th West Avenue, Osage County, Skiatook, Oklahoma (Applicant: Solution Properties).**

Motion was made by Councilor Forbes and 2nd by Councilor Loftis to approve Lot Split Application Number SKL-190, proposed to create two (2) tracts of land, consisting of a North tract (.306 acres) and a South Tract (.356 acres), more or less, and generally located in Lot Five (5), Block One (1), Phillips West Subdivision, at the approximate location of 14709 North 46th West Avenue, Osage County, Skiatook, Oklahoma (Applicant: Solution Properties).

YES: Forbes, Edens, Jech, Loftis, Upton, 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, related to approval of Lot Split Application Number SKL-191, proposed to create two (2) tracts of land, consisting of Tract-One, being 5.05 acres, more or less, and Tract-Two, being 5.05 acres, more or less, and both tracts generally located in the East Half of the Northwest Quarter of the Northeast Quarter of Section Twenty-one (21), Township Twenty-two (22) North, Range Twelve (12) East, Osage County, State of Oklahoma, at the approximate location of 2824 W. Country Road, Skiatook, Oklahoma (Applicant: Bill Gibson).**

Motion was made by Councilor Forbes and 2nd by Councilor Loftis to approve Lot Split Application Number SKL-191, proposed to create two (2) tracts of land, consisting of Tract-One, being 5.05 acres, more or less, and Tract-Two, being 5.05 acres, more or less, and both tracts generally located in the East Half of the Northwest Quarter of the Northeast Quarter of Section Twenty-one (21), Township Twenty-two (22) North, Range Twelve (12) East, Osage County, State of Oklahoma, at the approximate location of 2824 W. Country Road, Skiatook, Oklahoma (Applicant: Bill Gibson).

YES: Forbes, Edens, Jech, Loftis, Upton, 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, related to approval of Ordinance 2021-05, AN ORDINANCE RELATING TO TITLE 6 "PUBLIC SAFETY AND NUISANCES", CHAPTER 4 "OFFENSES AND NUISANCES", ARTICLE G "NUISANCES", SECTION 7 "FIREWORKS", PART D "DISCHARGE OF FIREWORKS PROHIBITED"; (6-4 G-7D) OF THE CITY OF SKIATOOK CODE; AND DECLARING AN EFFECTIVE DATE.**

Motion was made by Vice Mayor Fuentes and 2nd by Councilor Jech to approve Ordinance 2021-05, AN ORDINANCE RELATING TO TITLE 6 "PUBLIC SAFETY AND NUISANCES", CHAPTER 4 "OFFENSES AND NUISANCES", ARTICLE G "NUISANCES", SECTION 7 "FIREWORKS", PART D "DISCHARGE OF FIREWORKS PROHIBITED"; (6-4 G-7D) OF THE CITY OF SKIATOOK CODE; AND DECLARING AN EFFECTIVE DATE.

YES: Forbes, Edens, Jech, Loftis, Upton, 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 the approval for the City Manager to advertise for bids for the City of Skiatook, State Highway 20 (SH-20) J/P #27168 PHASE 1, Electrical System Relocation Project.

Motion was made by Councilor Forbes and 2nd by Councilor Loftis to approve the City Manager to advertise for bids for the City of Skiatook, State Highway 20 (SH-20) J/P #27168 PHASE 1, Electrical System Relocation Project.

YES: Forbes, Edens, Jech, Loftis, Upton, 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 the approval for the City Manager to advertise for bids for the City of Skiatook, State Highway 20 (SH-20) J/P #24267 PHASE 2, Electrical System Relocation Project.

Motion was made by Vice Mayor Fuentes and 2nd by Councilor Upton to approve the City Manager to advertise for bids for the City of Skiatook, State Highway 20 (SH-20) J/P #24267 PHASE 2, Electrical System Relocation Project.

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

12. City Manager’s Report:

- *Introduce Trey Harper as the new Skiatook Public Works Director.
- *Recognition of Don McCreary of the Skiatook Fire Department being promoted to Lieutenant.
- *Tallgrass Music Festival being held October 15 & 16, 2021 behind the Skiatook Sports Complex.
- *Update regarding the status of the contract with HDOK & Great Plains for the development of the city owned land at Oak and Lenapah.

****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 Jech to adjourn.

YES: Forbes, Edens, Jech, Loftis, 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

ABSENT
Geoff McGoffin, Councilor

Date Minutes Approved:

Herb Forbes, Councilor

**MINUTES OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY
TUESDAY, October 12, 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 6:27 pm in the Municipal Boardroom.

2. Roll Call

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

ABSENT: Geoff McGoffin

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 September 14, 2021 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 09/28/21 (#140615-#140679) & (#140681-#140682)
 - i. SPWA \$291,695.94
 - ii. Payroll (09-10-21) \$51,715.22
- c. Approval of Purchase Orders/Warrants for 10/08/21 (#140722-#140815)
 - i. SPWA \$1,111,033.74
 - ii. Payroll (09-24-21) \$125,345.46

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

YES: Forbes, Edens, Jech, 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. Recognition of the Skiatook Electric Department, Public Power Week, and the Lineman's Rodeo that took place September 22-23, 2021.

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 for the City Manager to advertise for bids for the City of Skiatook, State Highway 20 (SH-20) J/P #27168 PHASE 1, Electrical System Relocation Project.

Motion was made by Vice Chairman Fuentes and 2nd by Trustee Upton to approve the City Manager to advertise for bids for the City of Skiatook, State Highway 20 (SH-20) J/P #27168 PHASE 1, Electrical System Relocation Project.

YES: Forbes, Edens, Jech, Loftis, Upton, 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 for the City Manager to advertise for bids for the City of Skiatook, State Highway 20 (SH-20) J/P #24267 PHASE 2, Electrical System Relocation Project.

Motion was made by Vice Chairman Fuentes and 2nd by Trustee Forbes to approve the City of Skiatook, State Highway 20 (SH-20) J/P #24267 PHASE 2, Electrical System Relocation Project.

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

8. Adjournment

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

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

Robin Edens, Chairman

Stephanie Upton, Trustee

Cody Fuentes, Vice Chairman

Joyce Jech, Trustee

Linda Loftis, Trustee

Ginger Stephens, Deputy City Clerk

ABSENT
Geoff McGoffin, Trustee

Date Minutes Approved:

Herb Forbes, Trustee