

**PUBLIC NOTICE OF THE MEETING
OF THE SKIATOOK BOARD OF TRUSTEES**

TYPE OF MEETING: REGULAR
DATE & TIME: Tuesday, April 29, 2008 at 7:00 p.m.
PLACE: Municipal Boardroom, Community Center, 220 S. Broadway

Notice and agenda filed in the office of the Town Clerk and posted on the Town Hall bulletin board at 5:00 p.m. on Friday, April 25, 2008.

Jill S. Crook, Administrative Assistant

A G E N D A

1. **Call to Order.**
Mayor Kendrick
2. **Invocation.**
Dr. Jim Standridge, Immanuel Baptist Church
3. **Flag Salute.**
Mr. Brad White, Operations Supervisor
4. **Roll Call.**
Ms. Lett

Attendee Name	Present	Absent	Late	Arrival
Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. **Consideration and appropriate action relating to a request for approval of the Consent Agenda.** All matters listed under "Consent" are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.
 - A. Approval of minutes of April 8, 2008 regular meeting.
Attachment # 5-A
 - B. Approval of Purchase Orders/Warrants: (#80180-80294)

I. General	\$97,262.15
II. Cemetery	131.49
III. Airport	60.93

Attachment # 5-B

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

6. **Request by Safe Kids Tulsa Area, led by The Children's Hospital at Saint Francis, representative for Trustee consideration and appropriate action relating to Skiatook pool rules regarding Coast Guard approved flotation devices.**

Jana Ketchel
No Attachment

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

7. **Consideration and appropriate action relating to a request for Trustee approval of the Watchdog Committee's recommendation to purchase 3 vehicles with equipment and striping and re-striping 11 of the existing fleet for a total amount of \$52,961.34(including warrant #80253 in the amount of \$34,190.00 for the 3 vehicles).**

Chief Lawrence, Skiatook Police Department
Attachment #7

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

8. **Consideration and appropriate action relating to a request for Trustee approval of the employment of Pam Hudgings as a full-time Communications Officer for the Town of Skiatook.**

Chief John Lawrence, Skiatook Police Department
Attachment # 8

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

9. **Consideration and appropriate action relating to a request for Trustee approval of the Watchdog Committee’s recommendation to remodel the old DARE office including a security system in the amount of \$12,038.00.**

*Chief John Lawrence, Skiatook Police Department
 Attachment # 9*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

10. **Consideration and appropriate action relating to Trustee approval of the Planning Commission’s recommendation of SKZ-167/PUD-1 to include the proposed change(s) of zoning classification from OL to RS-3/PUD-1 for the purpose of constructing a residential subdivision on property located on the west side of S. Lombard approximately 363 feet south of Oak Street.**

*Mr. Dunlap, Town Planner
 Attachment # 10*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

11. **Consideration and appropriate action relating to the hiring of Brennan Cantu as a Firefighter/EMT for the Skiatook Fire Department.**

*Chuck Williamson, Assistant Fire Chief
 Attachment # 11*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

12. **Consideration and appropriate action relating to a request for Trustee approval of an amendment to the General Fund FY 2007-08 budget wherein estimated revenues are increased by a total of \$155,633.25 to Line Item 55-384 representing reimbursement from FEMA and approval of a supplemental appropriation to the Emergency Storm Expense in the amount of \$155,633.25 to Line Item 55-454-655.**

*Mr. Tucker, Town Coordinator
 Attachment # 12*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

13. **Consideration and appropriate action relating to a request for Trustee approval of an amendment to the General Fund FY 2007-08 budget wherein estimated revenues are increased by a total of \$2,123.61 to Line Item 01-338 representing reimbursement from the Insurance Company for repairs on a police car and approval of a supplemental appropriation to the Police Department Vehicle Maintenance in the amount of \$2,123.61 to Line Item 01-405-540.**

*Mr. Tucker, Town Coordinator
 Attachment # 13*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

14. **Consideration and appropriate action relating to a request for Trustee approval of an amendment to the General Fund FY 2007-08 budget wherein estimated revenues are increased by a total of \$755.00 to Line Item 01-338 representing reimbursement for the sale of surplus firearms and approval of a supplemental appropriation to the Police Department Uniforms in the amount of \$755.00 to Line Item 01-405-516.**

*Mr. Tucker, Town Coordinator
 Attachment #14*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

15. **Consideration and appropriate action relating to a request for approval of an amendment to the General Fund FY 2007-08 budget wherein estimated revenues are increased by \$2,000.00 to Line Item 01-338 representing a donation from Wal-mart Foundation and approval of supplemental appropriations to the Police Department Uniform Line Item 01-405-516 in the amount of \$1,000.00 and to the Police Department Drug Enforcement Line Item 01-405-505, for the K-9 Fund in the amount of \$1,000.00.**

*Mr. Tucker, Town Coordinator
 Attachment #15*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

16. **Consideration and appropriate action relating to Trustee approval of a request to ODOT for a traffic study at the intersection of Highway 20 and 52nd West Avenue (Javine Hill Road) and participation in funding if traffic signal is warranted.**

*Mr. Tucker, Town Coordinator
 Attachment #16*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

17. **Consideration and appropriate action relating to a request for approval of a transfer of a lease agreement between the Town of Skiatook and Bill Park to Kevin Hagar for the lease of the same airport hangar property.**

*Mr. Tucker, Town Coordinator
 Attachment #17*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

18. **Consideration and appropriate action relating to purchasing an emergency generator for the Municipal Office.**

*Mr. Tucker, Town Coordinator
 No Attachment*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

19. **Consideration and appropriate action relating to the relocation of the Exchange Bank's 3rd of July Celebration from Tall Chief Cove to Skiatook Municipal Airport.**

Mr. Tucker, Town Coordinator

No Attachment

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

20. **Consideration and appropriate action relating to a request for Trustee approval of an amendment to the General Fund FY 2007-08 budget wherein estimated revenues are increased by a total of \$12,800.00 to Line Item 01-338 representing a payment from Morgan's Corner Volunteer Fire Department and approval of a supplemental appropriation to the Fire Department Travel and Training in the amount of \$12,800.00 to Line Item 01-406-531.**

Mr. Tucker, Town Coordinator

Attachment #20

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

21. **Consideration and appropriate action relating to Trustee approval of a requisition in the amount of \$11,983.73 for the purchase of a John Deere 72" lawn mower.**

Brad White, Operations Supervisor

Attachment # 21

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

22. **Consideration and appropriate action relating to Trustee approval of a quit claim deed from the Town of Skiatook to Lenard Easky to correct a title.**

*Mr. Tucker, Town Coordinator
 Attachment #22*

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

23. **Consideration and appropriate action relating to approval of an executive session for the purpose of discussing contract negotiations with F. O. P. Lodge 166 , as provided for in 25 OS Section 307, Subsection B(2).**

Mayor Kendrick

Motion: _____

Adjourn Motion 2 nd	Reconvene Motion 2 nd	Board members	Adjourn into Exec. Session		Reconvene into Reg. Session	
			Yes/Aye	No/Nay	Yes/Aye	No/Nay
		Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

24. **Public vote on discussions held in Executive Session.**

Motion: _____

Motion/2nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

25. **Adjournment.**

Motion: _____

Motion/2nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

**PUBLIC NOTICE OF THE MEETING
OF THE SKIATOOK PUBLIC WORKS AUTHORITY**

TYPE OF MEETING: **REGULAR**
DATE & TIME: Tuesday, April 29, 2008 at 7:00 p.m.
PLACE: Municipal Boardroom, Community Center, 220 S. Broadway

Notice and agenda filed in the office of the Town Clerk and posted on the Town Hall bulletin board at 5:00 p.m. on Friday, April 25, 2008.

Jill S. Crook, Administrative Assistant

A G E N D A

1. **Call to Order.**
Mayor Kendrick

4. **Roll Call.**
Ms. Lett

Attendee Name	Present	Absent	Late	Arrival
Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Richard Barnes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

5. **Consideration and appropriate action relating to a request for approval of the Consent Agenda.** All matters listed under "Consent" are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.

- A. Approval of minutes of April 8, 2008 regular meeting.
Attachment # 5-A
- B. Approval of Purchase Orders/Warrants: (#80180-80294)
 - I. SPWA \$179,199.41
Attachment # 5-B

Motion: _____

Motion/2nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

6. **Consideration and appropriate action relating to Trustee approval of a requisition in the amount of \$8,000.00 for the purchase of a 300 KVA pad mount transformer for Bill Gibson’s Machine Shop.**

Brad White, Operations Supervisor
 Attachment # 6

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

7. **Consideration and appropriate action relating to Trustee approval of an agreement between Skiatook Public Works Authority, the Sapulpa Municipal Authority and the Sand Springs Municipal Authority for the exchange of water and electric services at the Skiatook Water Plant.**

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>

8. **Adjournment.**

Motion: _____

Motion/2 nd	Board members	Yes/Aye	No/Nay
	Herb Forbes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Derek Calvin, Trustee	<input type="checkbox"/>	<input type="checkbox"/>
	Steve Kendrick, Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	O. L. Ricketts, Vice Mayor	<input type="checkbox"/>	<input type="checkbox"/>
	Richard Barnes, Trustee	<input type="checkbox"/>	<input type="checkbox"/>