

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JANUARY 2ND, 2024 AT 6:00 P.M.**

The City Council of the City of Pryor Creek, Oklahoma met in regular session on the above date and time in the Council Chamber upstairs at City Hall, 12 North Rowe Street in Pryor Creek, Oklahoma. This meeting was followed immediately by a meeting of the Pryor Public Works Authority. Notice of these meetings was posted on the East bulletin board located outside to the South of the entrance doors and the City website at www.pryorcreek.org. Notice was also emailed to The Paper newspaper and emailed to the Council members.

1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL CALL.

Mayor Doyle called the meeting to order at 6:01 p.m. The Prayer and Pledge of Allegiance were led by Travis Mileur. Roll Call was conducted by City Clerk Courtney Davis. Council members present included Terry Lamar, Choya Shropshire, Lori Bradshaw, Travis Mileur, Randy Chitwood, Charles Tramel and Chris Gonthier. Members absent: Bruce Smith.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell, Justin Couch, Kevin Tramel, Becki Sams-Benham, BK Young, Frank Powell, Buddy Glenn, Dennis Bowman, Johnny Janzen, Cari Rerat and Mike Moore.

Others present: Kemmie Shropshire, Gilbert Graybill, Autumn Graybill, Kathy LaValley, Nena Roberts and Adam Anderson.

2. PETITIONS FROM THE AUDIENCE:

(Limited to 5 minutes, must request in advance.)

Kathy LaValley petitioned the Council to consider forming a committee to address concerns related to the homeless population.

3. DEPARTMENT HEAD REPORTS.

a. Building Inspector

No report.

b. Emergency Management

Janzen reported that they received an Emergency Management grant this fiscal year. He stated that they are working on new programs in the next year and a five year plan for the department. He also stated that Covid numbers are rising again and encouraged anyone in need of masks or tests to contact Emergency Management.

c. Fire

Young presented end-of-year statistics to the Council. He stated that they have been reviewing calls to improve processes in the year to come.

d. Golf

Bowman reported that the golf course has remained busy despite the cold weather due to his running membership specials. He stated that the Mayor and engineer have visited to tour the bridges and cart paths in need of improvement. He also stated that they have begun to book tournaments and events for 2024.

e. Library

Rerat provided statistics showing that Library demand slowed through the holidays but remains strong.

f. Parks / Cemetery

Powell reported that it is a slow month for the department, but they are working to take down Christmas lights and prepare the skate park. He stated that they are expecting the skate park equipment to be delivered in March.

Powell reported that the cemetery has completed approximately 100 burials this year.

g. Police / Animal Shelter

Cantrell presented the Lifesaving Award to Corporal Bennett and Officer Flud for their actions on a recent call. He also provided the Council with annual statistics and commended his department for their hard work throughout the year.

Sams-Benham reported that the shelter took in 674 animals this year and had 666 outgoing animals.

h. Recreation Center

Moore reported that they are expecting a surge in business following the new year. He stated there have been some issues with the pool heater that he hopes to get replaced by the end of the week.

i. Street

Glenn reported that they have been working on concrete and asphalt repairs around the city. He also stated that the street sweeper is aging and getting more difficult to repair and may need to be replaced soon.

j. City Clerk

Davis reported that the department is as busy as ever. She stated that processes are getting faster as they have access to new programs and training. Davis commended her staff for stepping up to fill gaps left open due to the hiring freeze.

4. DISCUSSION AND POSSIBLE ACTION ON CONSENT AGENDA.

(Consent items are to be voted on for approval or denial by one single motion without discussion. Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda. Only those items removed will be read aloud.)

- a. Approve minutes of the December 19th, 2023 Council meeting.
- b. Approve payroll purchase orders through January 5th, 2024.
- c. Approve claims for purchase orders through January 2nd, 2024.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2320231627 - 911377B	\$46,322.63
STREET & DRAINAGE	911419B - 2320230802	\$11,606.95
GOLF COURSE	2320231550 - 2320231596	\$13,905.44
CAPITAL OUTLAY	2320231428 - 2320231576	\$5,121.65
REAL PROPERTY ACQUISITION RES.	2320231570 - 2320231553	\$3,725.00
RECREATION CENTER	2320231549 - 2320231608	\$18,669.10
E-911	2320231560	\$422.34
DONATIONS AND EARMARKED	2320231625 - 2320231533	\$2,110.59
EDTA	2320231619	\$5,000.00
TOTAL		\$106,883.70

NO NEW BLANKETS

- d. Approve an expenditure in the amount of \$3,817.24 to Visual Force, Inc. for emergency lighting on the 2021 Chevy detective vehicle to be paid from Police Lightbar Donations Account #96-965-5528.
- e. Approve an expenditure in the amount of \$5,173.09 to Mike's Tire & Car Care to replace the transmission on a 2015 Chevy Tahoe to be paid from Police Vehicle Maintenance Account #02-215-5092. This was previously approved by Council on November 21st, 2023 in the amount of \$5,133.52, this is an increase of \$39.57.
- f. Approve an expenditure in the amount of \$7,935.57 to Motorola Solutions for digiTicket XML citation installation, interface software and maintenance to be paid from Police Drug Forfeiture Account #96-965-5555.
- g. Approve an expenditure in the amount of \$29,630.18 to Saltus Technologies for the digiTicket software license, mobile client software licensing, data port license and a Caselle Municipal Court export license to be paid from Police Drug Forfeiture Account #96-965-5555.
- h. Approve an expenditure in the amount of \$4,690.00 to Saltus Technologies for the digiTicket mobile interface to be paid from Police Training Fees Account #47-475-5112.
- i. Approve an expenditure not to exceed the amount of \$14,819.77 including shipping costs to Bucher Municipal North America, Inc. for necessary repairs to the street sweeper to be paid from Street Repair & Maintenance Account #14-145-5342.

- j. Approve an expenditure in the amount of \$3,120.00 to Openpath Security for cloud-based access control subscription for the Police and Fire Emergency Services Center; \$720.00 to be paid from Fire Repair and Maintenance Account #02-217-5091 and \$2,400.00 to be paid from Police Technology Account #44-445-5424.
- k. Approve the Mayor to continue serving as the representative to the Grand Gateway Board of Directors.

Motion was made by Shropshire, second by Gonthier to approve the consent agenda less items f, g, h and k. Voting yes: Lamar, Shropshire, Bradshaw, Mileur, Chitwood, Tramel and Gonthier. Voting no: none.

4f. Approve an expenditure in the amount of \$7,935.57 to Motorola Solutions for digiTicket XML citation installation, interface software and maintenance to be paid from Police Drug Forfeiture Account #96-965-5555.

4g. Approve an expenditure in the amount of \$29,630.18 to Saltus Technologies for the digiTicket software license, mobile client software licensing, data port license and a Caselle Municipal Court export license to be paid from Police Drug Forfeiture Account #96-965-5555.

4h. Approve an expenditure in the amount of \$4,690.00 to Saltus Technologies for the digiTicket mobile interface to be paid from Police Training Fees Account #47-475-5112.

Motion was made by Gonthier, second by Chitwood to take no action regarding items f, g and h. Voting yes: Shropshire, Bradshaw, Mileur, Chitwood, Tramel, Gonthier and Lamar. Voting no: none.

4k. Approve the Mayor to continue serving as the representative to the Grand Gateway Board of Directors.

Motion was made by Chitwood, second by Shropshire to approve the Mayor to continue serving as the representative to the Grand Gateway Board of Directors. Voting yes: Bradshaw, Mileur, Chitwood, Tramel, Gonthier, Lamar and Shropshire. Voting no: none.

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

No report.

6. CITY ATTORNEY'S REPORT:

a. Second reading and possible action regarding an Ordinance amending Title 5, Chapter 4, Article C, Section 2 - Fireworks Regulated.

Motion was made by Gonthier, second by Shropshire to waive the reading and approve Ordinance #2024-1 amending Title 5, Chapter 4, Article C, Section 2 - Fireworks Regulated. Voting yes: Mileur, Chitwood, Tramel, Gonthier, Lamar, Shropshire and Bradshaw. Voting no: none.

b. Second reading and possible action regarding an Ordinance Changing and Amending Zoning Classification from "CAR" (Commercial Automotive and Recreation) to "AG" (Agriculture) of the Property Described as Follows:

BEGINNING at the Southeast corner of the Southeast Quarter of the Southwest Quarter (SE1/4 SW1/4);

THENCE North 01°30'40" West along the East line of the Southeast Quarter of the Southwest Quarter (SE1/4 SW1/4) a distance of 881.13 feet to a ½ inch iron pin;

THENCE South 88°35'06" West a distance of 245.75 feet to a ½ inch iron pin;

THENCE South 01°31'41" East a distance of 881.11 feet to a MAG nail on the South line of the Southeast Quarter of the Southwest Quarter (SE1/4 SW1/4);

THENCE North 88°35'20" East a distance of 245.75 feet to the point of beginning

Motion was made by Gonthier, second by Chitwood to waive the second reading and approve Ordinance #2024-2 Changing and Amending Zoning Classification from "CAR" (Commercial

Automotive and Recreation) to “AG” (Agriculture) of the Property Described. Voting yes: Chitwood, Tramel, Gonthier, Lamar, Shropshire, Bradshaw and Mileur. Voting no: none.

c. Possible Executive Session pursuant to 25 O.S. 307(B) (2) of the Oklahoma Open Meeting Act for the purpose of discussing personnel matters within the Pryor Creek Police Department.

Motion was made by Chitwood, second by Shropshire to enter in to Executive Session at 7:04 p.m. Voting yes: Tramel, Gonthier, Lamar, Shropshire, Bradshaw, Mileur and Chitwood. Voting no: none.

d. Consider resuming regular session. No action taken during Executive Session.

Motion was made by Gonthier, second by Chitwood to exit Executive Session at 8:26 p.m. Voting yes: Gonthier, Lamar, Shropshire, Bradshaw, Mileur, Chitwood and Tramel. Voting no: none.

e. Possible action based on Executive Session pursuant to 25 O.S. 307(B) (2) of the Oklahoma Open Meeting Act for the purpose of discussing personnel matters within the Pryor Creek Police Department.

Motion was made by Shropshire, second by Gonthier to take no action based on Executive Session pursuant to 25 O.S. 307(B) (2) of the Oklahoma Open Meeting Act for the purpose of discussing personnel matters within the Pryor Creek Police Department. Voting yes: Lamar, Shropshire, Bradshaw, Mileur, Chitwood, Tramel and Gonthier. Voting no: none.

7. COMMITTEE REPORTS:

(Items, such as next meeting date, needing to be reported. No open discussions. Any items requiring discussion are to be added to the Mayor's report prior to posting of agenda.)

a. Budget and Personnel

Shropshire reported that the next meeting will be Tuesday, January 9th.

b. Ordinance and Insurance

Gonthier reported that the next regular meeting will be Tuesday, January 30th.

c. Street

Mileur reported that the next meeting will be Tuesday, January 23rd.

8. UNFORESEEABLE BUSINESS.

(ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

9. ADJOURN.

Motion was made by Gonthier, second by Chitwood to adjourn. Voting yes: Shropshire, Bradshaw, Mileur, Chitwood, Tramel, Gonthier and Lamar. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 8:28 p.m.

2. APPROVE MINUTES OF DECEMBER 19TH, 2023 MEETING.

Motion was made by Chitwood, second by Gonthier to approve the minutes of the December 19th, 2023 meeting. Voting yes: Bradshaw, Mileur, Chitwood, Tramel, Gonthier, Lamar and Shropshire. Voting no: none.

3. UNFORESEEABLE BUSINESS.

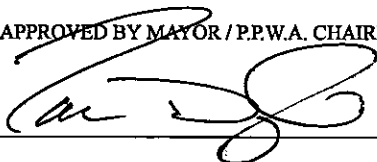
(ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

4. ADJOURN.

Motion was made by Chitwood, second by Gonthier to adjourn. Voting yes: Mileur, Chitwood, Tramel, Gonthier, Lamar, Shropshire and Bradshaw. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN ZAC DOYLE



MINUTES WRITTEN BY CITY CLERK COURTNEY DAVIS

