

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, APRIL 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 6:00 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, Chris Gonthier and Bruce Smith. Members absent: none.

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

Others present: Gilbert Graybill, Autumn Graybill, Kemmie Shropshire, Marshel Morrison, Lori Ballew and Nena Roberts.

2. PETITIONS FROM THE AUDIENCE:

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

There were no petitions from the audience.

3. DEPARTMENT HEAD REPORTS.

a. Building Inspector

No report.

b. Emergency Management

Janzen reported that the FEMA reimbursements are now finalized.

c. Fire

No report.

d. Golf

Bowman reported that the Golf Course has stayed busy as the weather warms, with March seeing twice the income of the same time last year. He stated that they have many Spring tournaments on the calendar and they recently hosted the Wagoner Special Olympics Tournament.

e. Library

Rerat provided statistics showing that Library traffic is down from February. She stated that they are working to repair the front door. Rerat also reported that they are running an escape room soon, planning a fundraiser and preparing for the summer reading program.

f. Parks / Cemetery

Powell reported that they have begun mowing and preparing for Spring and Summer at the parks and cemeteries. He stated that they are having some issues with vandalism in the park restrooms. Powell also stated that they are making progress on the Skate Park and he hopes to open it this Spring.

g. Police / Animal Shelter

Tramel reported that there were 760 traffic stops and 28 arrests made last month. He also stated that they responded to 30 traffic accidents.

Sams-Benham reported that the kitchen renovations at the Animal Shelter are complete and she expects the kennels to be installed soon. She stated that the Mayor has been mowing the grass as they wait for additional staff.

h. Recreation Center

Moore reported they have implemented new management software at the Recreation Center. He stated that they have seen good attendance for pool day passes but he does need more lifeguards. He also reported that three new HVAC units have been installed, and the pool air conditioner now needs to be replaced.

i. Street

Glenn reported that they have been making repairs on Spruce Court, Main Street, 49th Street and 5th Street near Sonic. He also stated that they have completed a drainage project near Highway 69A. Glenn also reported that several road signs were vandalized or stolen recently, but they have been replaced.

j. City Clerk

Davis reported that February’s financials closed with net revenue over expenditures in the amount of \$119,076.17. She also stated that her office has had volunteers come in to help catch up on projects being held up by staff shortages. Davis also reported that Mayor Doyle will be taking notes at committee meetings until staffing levels improve.

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 March 19th, 2024 Council meeting.
- b. Approve payroll purchase orders through April 12th, 2024.
- c. Approve claims for purchase orders through April 2nd, 2024.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2320232384 - 911377B	\$49,639.21
STREET & DRAINAGE	2320232307 - 911445B	\$11,954.42
GOLF COURSE	2320232287 - 2320232385	\$6,879.92
CAPITAL OUTLAY	2320232284 - 2320232349	\$9,894.86
REAL PROPERTY ACQUISITION RES.	2320232330	\$1,225.00
RECREATION CENTER	2320232305 - 2320232353	\$20,421.69
E-911	2320232296	\$422.42
DONATIONS AND EARMARKED	2320232311 - 2320232315	\$513.45
EDTA	2320232381 - 2320232350	\$25,565.00
TOTAL		\$126,515.97
BLANKETS		
911450B	OKLAHOMA PARTS SUPPLY	\$2,000.00
911451B	PENALTY ASSESSMENT ACCOUNT	\$12,600.00
TOTAL		\$14,600.00

- d. Approve appropriations for November 2023.

Appropriation Request for the Month of November 2023	
COVID	\$ -
FLEX SPEND PLAN	\$ 21.57
FEE IN LIEU	\$ -
STREET & DRAINAGE IMPROV. SALE	\$ 159,872.37
CEMETERY CARE INTEREST	\$ 201.65
CEMETERY CARE FUND	\$ 568.75
GOLF COURSE CASH	\$ 38,857.36
CAPITAL OUTLAY/CAPITAL IMPROVE	\$ 50,170.78
CAPITAL OUTLAY RESERVE FUND	\$ 80.00
REAL PROPERTY ACQUISITION RES.	\$ -
POLICE TRAINING FEES	\$ 608.50
MAIN STREET BOND ACCOUNT	\$ 12,060.82
HOTEL/MOTEL TAX	\$ 4,838.41
2019 BOND PROJECT	\$ -
LIBRARY BUILDING FUND	\$ 1.75
RECREATION CENTER-CASH FUND	\$ 87,066.08
PPWA SINKING FUNDS	\$ 100,849.97
PPWA BOND PROCEEDS	\$ 3,683.53
E-911	\$ 992.66
LIBRARY SPECIAL	\$ 308.50
SEIZURES-POLICE DEPARTMENT	\$ -
DONATIONS	\$ 283.33

COMMUNITY DEVELOPMENT BLOCK GRANT	\$ -
EDTA	\$ 134.34
TOTAL	\$ 460,600.37

e. Approve appropriations for December 2023.

Appropriation Request for the Month of December 2023	
COVID	\$ -
FLEX SPEND PLAN	\$ 18.25
FEE IN LIEU	\$ -
STREET & DRAINAGE IMPROV. SALE	\$ 146,430.05
CEMETERY CARE INTEREST	\$ -
CEMETERY CARE FUND	\$ 475.00
GOLF COURSE CASH	\$ 43,722.73
CAPITAL OUTLAY/CAPITAL IMPROVE	\$ 48,135.76
CAPITAL OUTLAY RESERVE FUND	\$ 60.00
REAL PROPERTY ACQUISITION RES.	\$ -
POLICE TRAINING FEES	\$ -
MAIN STREET BOND ACCOUNT	\$ 10,696.84
HOTEL/MOTEL TAX	\$ 11,851.16
2019 BOND PROJECT	\$ -
LIBRARY BUILDING FUND	\$ -
RECREATION CENTER-CASH FUND	\$ 81,741.81
PPWA SINKING FUNDS	\$ 96,271.52
PPWA BOND PROCEEDS	\$ 3,575.32
E-911	\$ 52.27
LIBRARY SPECIAL	\$ 43.10
SEIZURES-POLICE DEPARTMENT	\$ -
DONATIONS	\$ 7,435.50
COMMUNITY DEVELOPMENT BLOCK GRANT	\$ -
EDTA	\$ 177.83
TOTAL	\$ 450,687.14

f. Approve appropriations for January 2024.

Appropriation Request for the Month of January 2024	
FLEX SPEND PLAN	\$ -
STREET & DRAINAGE IMPROV. SALE	\$ 159,462.29
CEMETERY CARE INTEREST	\$ 222.11
CEMETERY CARE FUND	\$ 612.50
GOLF COURSE CASH	\$ 16,354.65
CAPITAL OUTLAY/CAPITAL IMPROVE	\$ 50,560.21
CAPITAL OUTLAY RESERVE FUND	\$ 100.00
REAL PROPERTY ACQUISITION RES.	\$ 3,375.00
POLICE TRAINING FEES	\$ 1,268.17
MAIN STREET BOND ACCOUNT	\$ 12,433.52
HOTEL/MOTEL TAX	\$ 603.65
LIBRARY BUILDING FUND	\$ -
RECREATION CENTER-CASH FUND	\$ 90,305.46
PPWA SINKING FUNDS	\$ 101,724.21
PPWA BOND PROCEEDS	\$ 3,746.29
E-911	\$ 438.46
LIBRARY SPECIAL	\$ 349.60
DONATIONS	\$ 628.00
EDTA	\$ -
TOTAL	\$ 442,184.12

g. Approve appropriations for February 2024.

Appropriation Request for the Month of February 2024	
FLEX SPEND PLAN	\$ 4.38
STREET & DRAINAGE IMPROV. SALE	\$ 163,144.68
CEMETERY CARE INTEREST	\$ 217.06
CEMETERY CARE FUND	\$ 1,632.50
GOLF COURSE CASH	\$ 39,839.08
CAPITAL OUTLAY/CAPITAL IMPROVE	\$ 52,397.22
CAPITAL OUTLAY RESERVE FUND	\$ 440.00
REAL PROPERTY ACQUISITION RES.	\$ 3,980.00
POLICE TRAINING FEES	\$ 1,077.91
MAIN STREET BOND ACCOUNT	\$ 12,834.09
HOTEL/MOTEL TAX	\$ 11,789.27
LIBRARY BUILDING FUND	\$ -
RECREATION CENTER-CASH FUND	\$ 93,587.50
PPWA SINKING FUNDS	\$ 105,370.46
PPWA BOND PROCEEDS	\$ 3,715.06

E-911	\$ 53.97
LIBRARY SPECIAL	\$ 8,390.25
DONATIONS	\$ 1,242.00
EDTA	\$ 182.15
TOTAL	\$ 499,897.58

- h. Approve Golf Course to go out for bids for new air conditioner units in the Proshop.
- i. Approve closing South Adair Street from East Graham Avenue to SE 1st Street and Highway 20 from South Adair Street to South Vann Street on April 18th from 3:00 p.m. to 9:00 p.m. for the Pryor Main Street Downtown Carnival.
- j. Approve declaring surplus a 2006 Ford Mustang (VIN: 1ZVFT84N865200672) from the Pryor Creek Police Department and listing on the PurpleWave Auction site for sale.
- k. Approve an expenditure in the amount of \$3,702.93 from Police Oil & Gas Account #02-215-5102 for Agriland FS, Inc. Invoice #427000668.

Motion was made by Gonthier, second by Chitwood to approve the consent agenda less item a. Voting yes: Lamar, Shropshire, Bradshaw, Mileur, Chitwood, Gonthier and Smith. Abstaining, counting as a no vote: Tramel. Voting no: none.

4a. Approve minutes of the March 19th, 2024 Council meeting.

Motion was made by Chitwood, second by Gonthier to approve minutes of the March 19th, 2024 Council meeting. Voting yes: Shropshire, Bradshaw, Mileur, Chitwood, Gonthier, Smith and Lamar. Abstaining, counting as a no vote: Tramel. Voting no: none.

5. MAYOR’S REPORT

(These are items possibly requiring discussion and action.)

- a. Discussion and possible action to approve Mayor to sign a proclamation declaring April 2024 National Child Abuse Prevention Month.

Motion was made by Chitwood, second by Gonthier to approve Mayor to sign a proclamation declaring April 2024 National Child Abuse Prevention Month. Voting yes: Bradshaw, Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

6. CITY ATTORNEY’S REPORT:

- a. Second reading, discussion and possible action to approve an Ordinance regarding the annexation of the lands described on the attached notice published by the City of Pryor Creek concerning the said annexation proceeding and involving the petitioned annexation concerning 7.5911 acres situated in the Southwest Quarter of Section 31, Township 21 North, Range 19 East of the IB&M belonging to PCO Holdings, LLC adjacent to the property developed as The District.

Motion was made by Shropshire, second by Bradshaw to waive the second reading and approve an Ordinance regarding the annexation of the lands described on the attached notice published by the City of Pryor Creek concerning the said annexation proceeding and involving the petitioned annexation concerning 7.5911 acres situated in the Southwest Quarter of Section 31, Township 21 North, Range 19 East of the IB&M belonging to PCO Holdings, LLC adjacent to the property developed as The District. Voting yes: Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

Mayor moved to the addendum.

**ADDENDUM
CITY COUNCIL MEETING
APRIL 2ND, 2024 AT 6:00 P.M.**

- A1. Discussion and possible action regarding a Resolution declaring the eligibility of the City of Pryor Creek to submit an application to the Oklahoma Opioid Abatement Board to fund the Pryor Opioid Abatement Initiative in Pryor Creek, Oklahoma and authorizing the Mayor to sign this application.

Motion was made by Lamar, second by Chitwood to approve Resolution 2024-01 declaring the eligibility of the City of Pryor Creek to submit an application to the Oklahoma Opioid

Abatement Board to fund the Pryor Opioid Abatement Initiative in Pryor Creek, Oklahoma and authorizing the Mayor to sign this application. Voting yes: Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Mileur. Voting no: none.

A2. Discussion and possible action regarding an expenditure in the amount of \$3,203.82 for Municipal Court Penalty Assessment reimbursement - \$1,091.20 from Penalty Assessments Collected Account #02-000-2007; \$1,016.50 from Forensic Fees Account #02-000-2008; \$1,096.12 from A.F.I.S Fees Account #02-000-2009.

Motion was made by Shropshire, second by Chitwood to approve an expenditure in the amount of \$3,203.82 for Municipal Court Penalty Assessment reimbursement - \$1,091.20 from Penalty Assessments Collected Account #02-000-2007; \$1,016.50 from Forensic Fees Account #02-000-2008; \$1,096.12 from A.F.I.S Fees Account #02-000-2009. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Mileur and Chitwood. Voting no: none.

Mayor moved back to the regular agenda.

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, April 9th.

b. Ordinance and Insurance

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

c. Street

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

8. UNFORESEEABLE BUSINESS.

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

Mayor announced that the Whataburger will open Thursday, April 4th at 11:00 a.m.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 6:32 p.m.

2. APPROVE MINUTES OF THE MARCH 19TH, 2024 MEETING.

Motion was made by Gonthier, second by Chitwood to approve the minutes of the March 19th, 2024 meeting. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Mileur, Chitwood and Gonthier. Abstaining, counting as a no vote: Tramel. 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: Lamar, Shropshire, Bradshaw, Mileur, Chitwood, Tramel, Gonthier and Smith. Voting no: none.

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

MINUTES WRITTEN BY CITY CLERK COURTNEY DAVIS



