

**MINUTES**  
**CITY COUNCIL MEETING**  
**FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING**  
**CITY OF PRYOR CREEK, OKLAHOMA**  
**TUESDAY, OCTOBER 17<sup>TH</sup>, 2023 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](http://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 Randy Chitwood. Roll Call was conducted by City Clerk Courtney Davis. Council members present included: Terry Lamar, Choya Shropshire, Travis Mileur, Randy Chitwood, Charles Tramel, Chris Gonthier and Bruce Smith. Members absent: Dennis Nance.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell, Cari Rerat and Mike Moore.

Others present: Kevin Tramel, Justin Couch, Kenny Littlefield, Autumn Graybill, Gilbert Graybill, Nena Roberts, Kemmie Shropshire, Phyllis Lewellen and Angela Smith.

**2. PETITIONS FROM THE AUDIENCE:**

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

There were no petitions from the audience.

**3. 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 October 3<sup>rd</sup>, 2023 Council meeting.
- b. Approve payroll purchase orders through October 27<sup>th</sup>, 2023.
- c. Approve claims for purchase orders through October 17<sup>th</sup>, 2023.

<b>FUNDS</b>	<b>PURCHASE ORDER NUMBER</b>	<b>TOTALS</b>
GENERAL	2320230924-2320230998	\$184,216.60
STREET & DRAINAGE	2320230998-2320230970	\$25,471.27
GOLF COURSE	2320230922-911380B	\$11,644.19
CAPITAL OUTLAY	2320230978-911384B	\$25,447.91
REAL PROPERTY ACQUISITION RES.	2320230980-2320231010	\$715.00
RECREATION CENTER	2320230899-2320230984	\$26,993.85
PRYOR PUBLIC WORKS AUTHORITY	2320230927-2320230928	\$5,000.00
DONATIONS AND EARMARKED	2320230892	\$312.04
<b>TOTAL</b>		<b>\$279,800.86</b>

<b>BLANKETS</b>		
911437B	PRYOR VETERINARY HOSPITAL	\$7,500.00
911438B	HARRELL'S	\$10,000.00
<b>TOTAL</b>		<b>\$17,500.00</b>

- d. Approve accepting bid from Kustom Kutts Lawn Care in the amount of \$185.00 for the abatement of property at 305 N Mayes to be paid from Real Property Acquisition Reserve – Nuisance Abatement Account #46-465-5450. No other bids received.
- e. Approve accepting bid from Kustom Kutts Lawn Care in the amount of \$185.00 for the abatement of property at 307 N Mayes to be paid from Real Property Acquisition Reserve – Nuisance Abatement Account #46-465-5450. No other bids received.
- f. Approve accepting bid from Kustom Kutts Lawn Care in the amount of \$195.00 for the abatement of property at 313 N Mayes to be paid from Real Property Acquisition Reserve – Nuisance Abatement Account #46-465-5450. No other bids received.

- g. Approve going out for bids for demolition and clean up of the 6 N Bailey property. It is proposed that this project will be funded using the Real Property Acquisitions fund.
- h. Approve reappointing Shryle Glancy to the Planning and Zoning Commission Seat #3. Term would expire 9/30/2026.
- i. Approve reappointing Gina Alvis Watts to the Planning and Zoning Commission Seat #4. Term would expire 9/30/2026.
- j. Approve accepting a grant from GRDA in the amount of \$4,375.00 from Parks Capital Outlay Account #44-445-5415 to modify three tennis courts to accommodate creating pickleball courts. This grant will reimburse the City for a \$1,050.00 expenditure to Merritt Tennis and Track Systems to install lines in the play area, a \$556.00 expenditure to Champion Concrete to cover the cost of creating core holes for posts to be placed and a \$2,769.00 expenditure to TCS to cover the cost of nets and other hardware. These expenditures will be reimbursed in full upon completion by the GRDA Grant funds.
- k. Approve the Collective Bargaining Agreement updates between City of Pryor Creek and the Fraternal Order of Police Lodge Number 116 for the 2023-2024 Fiscal Year.
- l. Approve the Collective Bargaining Agreement updates between City of Pryor Creek and the Local 3567 of the International Association of FireFighters, AFL-CIO/CLC for the 2023-2024 Fiscal Year.
- m. Approve Recreation Center to accept Jayco bids for replacement of HVAC units RTU #3 over the group fitness room in the amount of \$36,000.00 and RTU #9 over the weight room in the amount of \$57,684.00, combined total not to exceed \$93,684.00, to be paid from Recreation Center Repair and Maintenance Account #84-845-5091. Bids also requested from Vickery Heating and Air and Masters Heating and Cooling but were not received.
- n. Approve amending item 4p from the Council meeting held October 3<sup>rd</sup>, 2023 to include the correct invoice amount of \$3,241.32 due to an add-on to increase security. Previously approved amount was \$3,201.32 from Recreation Center Repair and Maintenance Account #84-845-5091. The additional amount of \$40.00 will be paid from the same account.
- o. Approve an expenditure in the amount of \$9,481.50 to Vermont Systems for the Recreation Center software annual renewal to be paid from Computer Tech Support Account #84-845-5046.
- p. Approve the Fire Chief to move forward with the purchase plan of a new fire truck.
- q. Approve rescinding de-annexation of a section of SW 29<sup>th</sup> Street.
- r. Approve Mayor to sign Cooperative Service Agreement between the City of Pryor and the United States Department of Agriculture, Animal and Plant Health Inspection Service and Wildlife Services.
- s. Approve an expenditure in the amount of \$4,999.99 to United States Department of Agriculture, Animal and Plant Health Inspection Service for annual services from Wildlife Nuisance Account #88-885-5347.
- t. Approve Library to accept a quote for \$2,997.09 from Premier Signs & Designs to complete the monument sign at the Thomas J. Harrison Pryor Public Library to be taken from Library Capital Outlay Account #44-445-5416.
- u. Approve the Mayor to sign an Oklahoma Virtual Library Consortium agreement to continue participating in the Oklahoma Virtual Library Consortium. This is the Consortium that provides Library patrons access to ebooks and downloadable audiobooks through OverDrive and Libby.

Motion was made by Shropshire, second by Mileur to approve the consent agenda less items c, p, r, s and u. Voting yes: Lamar, Shropshire, Mileur, Chitwood, Tramel, Gonthier and Smith. Voting no: none.

**3c. Approve claims for purchase orders through October 17<sup>th</sup>, 2023.**

Motion was made by Shropshire, second by Mileur to approve claims for purchase orders through October 17<sup>th</sup>, 2023. Voting yes: Shropshire, Mileur, Chitwood, Tramel, Gonthier, Smith and Lamar. Voting no: none.

**3p. Approve the Fire Chief to move forward with the purchase plan of a new fire truck.**

No action taken.

**3r. Approve Mayor to sign Cooperative Service Agreement between the City of Pryor and the United States Department of Agriculture, Animal and Plant Health Inspection Service and Wildlife Services.**

Motion was made by Gonthier, second by Lamar to take no action regarding the Cooperative Service Agreement between the City of Pryor and the United States Department of Agriculture, Animal and Plant Health Inspection Service and Wildlife Services. Motion was amended by Gonthier, second by Lamar to deny the Cooperative Service Agreement between the City of Pryor and the United States Department of Agriculture, Animal and Plant Health Inspection Service and Wildlife Services. Voting yes: Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

**3s. Approve an expenditure in the amount of \$4,999.99 to United States Department of Agriculture, Animal and Plant Health Inspection Service for annual services from Wildlife Nuisance Account #88-885-5347.**

No action taken.

**3u. Approve the Mayor to sign an Oklahoma Virtual Library Consortium agreement to continue participating in the Oklahoma Virtual Library Consortium. This is the Consortium that provides Library patrons access to ebooks and downloadable audiobooks through OverDrive and Libby.**

Motion was made by Chitwood, second by Shropshire to approve the Mayor to sign an Oklahoma Virtual Library Consortium agreement to continue participating in the Oklahoma Virtual Library Consortium. This is the Consortium that provides Library patrons access to ebooks and downloadable audiobooks through OverDrive and Libby. Voting yes: Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire and Mileur. Voting no: none.

Mayor moved to the Addendum.

**ADDENDUM  
CITY COUNCIL MEETING  
OCTOBER 17<sup>TH</sup>, 2023 AT 6:00 P.M.**

**A1. Discussion and possible action to appoint Stacey Barker to fill the vacant Planning and Zoning Board of Adjustment Seat #2, term ending 8/31/2026.**

Motion was made by Shropshire, second by Mileur to appoint Stacey Barker to fill the vacant Planning and Zoning Board of Adjustment Seat #2, term ending 8/31/2026. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Mileur and Chitwood. Voting no: none.

**A2. Discussion and possible action to appoint Haley Darnell to fill the vacant Planning and Zoning Board of Adjustment Seat #5, term ending 8/31/2025.**

Motion was made by Gonthier, second by Shropshire to appoint Haley Darnell to fill the vacant Planning and Zoning Board of Adjustment Seat #5, term ending 8/31/2025. Voting yes: Gonthier, Smith, Lamar, Shropshire, Mileur, Chitwood and Tramel. Voting no: none.

**A3. Discussion and possible action to appoint Kenny Littlefield to fill the vacant Planning and Zoning Board of Adjustment Seat #4, term ending 8/31/2026.**

Motion was made by Gonthier, second by Chitwood to appoint Kenny Littlefield to fill the vacant Planning and Zoning Board of Adjustment Seat #4, term ending 8/31/2026. Voting yes: Smith, Lamar, Shropshire, Mileur, Chitwood, Tramel and Gonthier. Voting no: none.

**A4. Discussion and possible action regarding the purchase of two new Emergency Management computers with Cherokee Nation Grant funds in the amount of \$2,815.98 from Absolute Technologies to be paid from Emergency Management Account #02-225-5341.**

Motion was made by Gonthier, second by Chitwood to approve the purchase of two new Emergency Management computers with Cherokee Nation Grant funds in the amount of \$2,815.98 from Absolute Technologies to be paid from Emergency Management Account #02-225-5341. Voting yes: Lamar, Shropshire, Mileur, Chitwood, Tramel, Gonthier and Smith. Voting no: none.

**A5. Discussion and possible action to approve transferring \$3,516.46 from General Fund Municipal Utility Department Account #02-000-4141 to Pryor Public Works Authority Franchise Fees Account #88-000-4141. This is a monthly payment for Solid Waste Occupational Fees that we receive from MUB and it was incorrectly deposited on 7/19/2023.**

Motion was made by Gonthier, second by Chitwood to approve transferring \$3,516.46 from General Fund Municipal Utility Department Account #02-000-4141 to Pryor Public Works Authority Franchise Fees Account #88-000-4141. This is a monthly payment for Solid Waste Occupational Fees that we receive from MUB and it was incorrectly deposited on 7/19/2023. Voting yes: Shropshire, Mileur, Chitwood, Tramel, Gonthier, Smith and Lamar. Voting no: none.

Mayor moved to the City Attorney's Report.

**5. CITY ATTORNEY'S REPORT:**

**a. Discussion and possible action regarding a Resolution calling for the General Election in 2024.**

Motion was made by Gonthier, second by Chitwood to approve a Resolution calling for the General Election in 2024. Voting yes: Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

Mayor moved back to the regular agenda.

**4. MAYOR'S REPORT**

(These are items possibly requiring discussion and action.)

**a. Discussion and possible action to enter into Executive Session for the purpose of confidential communications between the City and its Attorney concerning the status of a pending claim (25 O.S. 307 (B) (7)). (Scrivener's error: correct statute is 25 O.S. 307(B)(4).)**

Motion was made by Chitwood, second by Shropshire to enter into Executive Session at 6:32 p.m. Voting yes: Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire and Mileur. Voting no: none.

**b. Discussion and possible action regarding resuming Regular Session. No action taken during Executive Session.**

Motion was made by Lamar, second by Chitwood to exit Executive Session at 6:57 p.m. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Mileur and Chitwood. Voting no: none.

**c. Discussion and possible action to amend or rescind a citywide hiring freeze if the city council determines city finances are stable enough to responsibly consider hiring new employees.**

Motion was made by Shropshire, second by Mileur to amend or rescind a citywide hiring freeze if the City Council determines city finances are stable enough to responsibly consider hiring new employees. Motion amended by Shropshire, second by Mileur to amend a citywide hiring freeze to exclude the Street Department, Golf Course and Recreation Center because the city council has determined that these departments are stable enough to responsibly consider hiring new employees. Voting yes: Gonthier, Smith, Lamar, Shropshire, Mileur, Chitwood and Tramel. Voting no: none.

**d. Discussion and possible action regarding a new lower counter offer of \$7,500.00 on a 1.6 acre parcel of land adjacent to the Northwest portion of the Cemetery property. SW COR OF SWSE E565.92', N515' TO POB W236.49', N276.12 to POB 1124/379. Previous offer was \$20,000.00.**

Motion was made by Chitwood, second by Mileur to approve a new lower counter offer of \$7,500.00 on a 1.6 acre parcel of land adjacent to the Northwest portion of the Cemetery

property. SW COR OF SWSE E565.92', N515' TO POB W236.49', N276.12 to POB 1124/379. Previous offer was \$20,000.00. Voting yes: Shropshire and Mileur. Voting no: Smith, Lamar, Chitwood, Tramel and Gonthier. Motion failed.

## **6. 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, November 14<sup>th</sup>.

### **b. Ordinance and Insurance**

Gonthier reported that there is no meeting scheduled but one will be scheduled soon to consider some items he knows to be in progress.

### **c. Street**

Mileur reported that the next meeting will be Tuesday, October 24<sup>th</sup>.

## **7. UNFORESEEABLE BUSINESS.**

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

There was no unforeseeable business.

## **8. ADJOURN.**

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

## **PRYOR PUBLIC WORKS AUTHORITY**

### **1. CALL TO ORDER.**

Meeting was called to order at 7:35 p.m.

### **2. APPROVE MINUTES OF OCTOBER 3<sup>RD</sup>, 2023 MEETING.**

Motion was made by Chitwood, second by Gonthier to approve the minutes of the October 3<sup>rd</sup>, 2023 meeting. Voting yes: Shropshire, Mileur, Chitwood, Tramel, Gonthier, Smith and Lamar. 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 Gonthier, second by Lamar to adjourn at 7:36 p.m. Voting yes: Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

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

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MINUTES WRITTEN BY CITY CLERK COURTNEY DAVIS

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