

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, SEPTEMBER 1ST, 2020 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 e-mailed to The Paper newspaper and e-mailed to the Council members.

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

Mayor Lees called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Jon Ketcher. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Jon Ketcher, Choya Shropshire, Dennis Nance, Steve Smith, Randy Chitwood, Briana Brakefield, Yolanda Thompson and Jimmy Tramel. Members absent: none.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Fire Chief B.K. Young, Emergency Management Director Johnny Janzen, Golf Superintendent Dennis Bowman, Library Director Cari Rerat, Recreation Center Director Jessica Long.

Others present: Police Captain Kevin Tramel, Police Officer Dustin VanHorn, Animal Control Officer Becki Sams, Library Board Chairman Jeanette Anderson, Park Board Chairman Bill Kannegiesser, Park Board member Melinda Marks, Donna Bowman, City Engineer Steve Powell, Grand Gateway representative Tami McKeon, Kimmie Shropshire and Terry Aylward.

2. PETITIONS FROM THE AUDIENCE. (LIMITED TO 5 MINUTES.)

There were no petitions.

3. DEPARTMENT HEAD REPORTS IF NEEDED.

a. Building Inspector

No report.

b. Emergency Management

Janzen had nothing new to report. He asked if Council had any questions for him, and he was asked about a machine to produce disinfectant.

c. Fire

Young reported that they are accepting applications for new positions. October is Fire Safety Month and they will be visiting schools.

d. Golf

Bowman stated he would have a presentation later in the meeting.

e. Library

Rerat reported Story Time starts tomorrow on-line. She continues to work on the census and Mayes has been named "Most Improved County."

f. Parks / Cemetery

No report.

g. Police

Nichols reported that they are accepting applications for new positions.

h. Recreation Center

Long reported that she has been meeting with Mr. Paddock and the pool will shut down on October 5th. She also reported that the Recreation Center has 62 new members.

i. Street

No report.

4. MAYOR'S REPORT:

- a. Discussion and possible action regarding approval of the Preliminary Engineering Report for the Pryor/Mayes Resilience Transportation & Economic Project and the commitment of City of Pryor Creek funds associated with the project. The proposed project will be funded by Economic Development Association (EDA) Grant Funds and in-kind funds from Pryor Creek, Mayes County, Municipal Utility Board and MidAmerica Industrial Park.**

Motion was made by Shropshire, second by Nance to approve the Preliminary Engineering Report for the Pryor/Mayes Resilience Transportation & Economic Project and the commitment of City of Pryor Creek funds associated with the project. The proposed project will be funded by Economic Development Association (EDA) Grant Funds and in-kind funds from Pryor Creek, Mayes County, Municipal Utility Board and MidAmerica Industrial Park. Grand Gateway representative Tami McKeon made a presentation and answered questions. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Thompson. Abstaining, counting as a no vote: Tramel. Voting no: none.

- b. Recognition of Marie Reist for her service at the Thomas J Harrison Pryor Public Library and acceptance of her resignation.**

Motion was made by Chitwood, second by Smith to accept resignation of Marie Reist. Cari Rerat spoke. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

- c. Pryor Creek Golf Course presentation by Dennis Bowman.**

No action. Dennis Bowman made a presentation regarding the Pryor Creek Golf Course.

5. CITY ATTORNEY'S REPORT:

- a. Discussion and possible action concerning setting a public hearing date and for issuance of notice on the proposed annexation of the property described as follows: the West One Hundred Forty (140) feet of the South Three Hundred (300) feet of Government Lot Number Four (4), of Section Thirty-one (31), Township Twenty-one (21) North, and Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma.**

Motion was made by Brakefield, second by Nance to approve setting a public hearing date and for issuance of notice on the proposed annexation of the property described as follows: the West One Hundred Forty (140) feet of the South Three Hundred (300) feet of Government Lot Number Four (4), of Section Thirty-one (31), Township Twenty-one (21) North, and Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma.

Brakefield and Nance amended their motion and second to set the hearing date as September 15th, 2020. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

- b. Discussion and possible action regarding a resolution concerning funding pursuant to the CARES Act and the Coronavirus Relief Fund, Confirming that it is the policy of the City that all Public Safety Personnel costs are "Substantially Dedicated" to the COVID-19 Response Efforts of the City through the ongoing state of emergency.**

Motion was made by Shropshire, second by Thompson to approve a resolution concerning funding pursuant to the CARES Act and the Coronavirus Relief Fund, Confirming that it is the policy of the City that all Public Safety Personnel costs are "Substantially Dedicated" to the COVID-19 Response Efforts of the City through the ongoing state of emergency.

Shropshire and Thompson amended their motion and second to include Resolution #2020 - 9. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. Voting no: none.

- c. Discussion and possible action authorizing the City Attorney to submit a claim to Pryor Public Schools for 1/2 the cost of repairs of 9th Street in front of the high school based on damages done to the road in the school construction project. The estimated amount of the claim based on estimates at this time is \$14,754.25.**

Motion was made by Thompson, second by Ketcher to approve authorizing the City Attorney to submit a claim to Pryor Public Schools for 1/2 the cost of repairs of 9th Street in front of the high school based on damages done to the road in the school construction project. The estimated amount of the claim based on estimates at this time is \$14,754.25.

City Attorney Ritchie requested this item be tabled until the first meeting in October.

Thompson and Ketcher amended their motion and second to table this item until the October 6th Council meeting. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

City Council took a break at 7:35 p.m. and resumed at 7:45 p.m.

Back to Item 5.a.

a. Discussion and possible action concerning setting a public hearing date and for issuance of notice on the proposed annexation of the property described as follows: the West One Hundred Forty (140) feet of the South Three Hundred (300) feet of Government Lot Number Four (4), of Section Thirty-one (31), Township Twenty-one (21) North, and Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma.

Motion was made by Thompson, second by Ketcher to amend the hearing date to be held October 6th, 2020. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

6. DISCUSSION AND POSSIBLE ACTION ON CONSENT AGENDA.

(Items deemed non-controversial and routine in nature to be approved by one motion without discussion. Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda.)

- a. Approve minutes of the August 18th, 2020 Council meeting.
- b. Approve payroll purchase orders through September 4th, 2020.
- c. Approve claims for purchase orders through September 1st, 2020.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2020200489 - 911187B	109,165.01
STREET & DRAINAGE	911200B - 2020200270	111,189.01
GOLF COURSE	2020200459 - 2020200511	17,863.98
CAPITAL OUTLAY	2020200151	6,868.56
REAL PROPERTY ACQUIS.	2020200488 - 2020200477	8,425.00
RECREATION CENTER	2020200410 - 2020200484	22,221.24
PPWA	2020200478 - 2020200491	6,200.00
E-911	911162B	1,599.30
DONATIONS CASH FUND	2020200455	267.00
TOTAL		283,799.10
NO BLANKETS		

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Discussion and possible action regarding authorizing the Pryor Creek Police Department to donate 144 miscellaneous bicycles and one go-cart frame with a Briggs and Stratton motor to Bikers Against Child Abuse (BACA), a 501 (c)(3) corporation. The bicycles and go-cart frame are currently in the Pryor Police impound lot and were ordered to be disposed of by the District Court of Mayes County on August 12th, 2020.
- f. Discussion and possible action regarding closing Graham Avenue from Hogan to Adair Street, North to NE 1st Street and back to Hogan for a Homecoming Parade on Tuesday evening, September 8th, 2020 from 5:00 p.m. – 8:00 p.m.
- g. Discussion and possible action regarding obtaining an RFQ from our local lending institutions to fund 50 new golf carts. The anticipated term is 4 years and the estimated amount of up to \$135,000.00 from Golf Capital Outlay Cart Lease Account #41-415-5413.
- h. Discussion and possible action regarding the nomination of Mr. Casey King to fill Park Board Seat #4, term ending 7/31/23.
- i. Discussion and possible action regarding an expenditure in the amount of \$13,342.05 to Motorola Solutions for the purchase of five (5) APX 4000/800 MHZ Model 2 portable radios at state contract price from Police Equipment Capital Outlay Account #44-445-5424.
- j. Discussion and possible action to correct and clarify action of election of Choya Shropshire to position of President of Council. By reason of Scrivener’s error, the title of Vice-Mayor was used in process.
- k. Discussion and possible action regarding approval of a 2% cost of living increase for all city employees including full-time employees, part-time employees, and elected officials, as described in Ordinance #2009 - 2, (not including temporary services employees) in the approved City of Pryor Creek 2020-2021 budget to be retroactive to July 1st, 2020.
- l. Discussion and possible action regarding approval of 2020-2021 City Longevity Table for the City of Pryor Creek, as approved in the 2020-2021 City of Pryor Creek Budget.
- m. Discussion and possible action regarding accepting the Addendum to Collective Bargaining Agreement Between the City of Pryor Creek, Oklahoma and Local 3567 of the International Association of Fire Fighters, AFL-CIO/CLC. (Article 22, Section 4)
- n. Discussion and possible action regarding an expenditure in the amount of \$11,680.05 to Oklahoma Municipal League for 2020-2021 Annual Service Fees, from General Dues and Subscriptions Account #02-201-5032.
- o. Discussion and possible action regarding the transfer of \$22,500.00 from General Unallocated Reserve and Excess Account #02-201-5041 to Emergency Management Accounts as follows: CEM Salaries Account #02-225-5011 - \$16,000.00, CEM Worker’s Compensation Insurance

Account #02-225-5025 - \$500.00, CEM Telephone Account #02-225-5061 - \$2,000.00, and CEM Repair and Maintenance Account #02-225-5091 - \$4,000.00.

Motion was made by Chitwood, second by Smith to approve items a – o, less items a, g, k, n and o. Tramel called for a point of order regarding 6.g. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

a. Approve minutes of the August 18th, 2020 Council meeting.

Motion was made by Smith, second by Shropshire to approve minutes of the August 18th, 2020 Council meeting. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Brakefield, Tramel. Abstaining, counting as a no vote: Chitwood. Voting no: none.

k. Discussion and possible action regarding approval of a 2% cost of living increase for all city employees including full-time employees, part-time employees, and elected officials, as described in Ordinance #2009 - 2, (not including temporary services employees) in the approved City of Pryor Creek 2020-2021 budget to be retroactive to July 1st, 2020.

Motion was made by Ketcher, second by Brakefield to approve a 2% cost of living increase for all city employees including full-time employees, part-time employees, and elected officials, as described in Ordinance #2009 - 2, (not including temporary services employees) in the approved City of Pryor Creek 2020-2021 budget to be retroactive to July 1st, 2020. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

n. Discussion and possible action regarding an expenditure in the amount of \$11,680.05 to Oklahoma Municipal League for 2020-2021 Annual Service Fees, from General Dues and Subscriptions Account #02-201-5032.

Motion was made by Tramel, second by Smith to approve an expenditure in the amount of \$11,680.05 to Oklahoma Municipal League for 2020-2021 Annual Service Fees, from General Dues and Subscriptions Account #02-201-5032. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

o. Discussion and possible action regarding the transfer of \$22,500.00 from General Unallocated Reserve and Excess Account #02-201-5041 to Emergency Management Accounts as follows: CEM Salaries Account #02-225-5011 - \$16,000.00, CEM Worker's Compensation Insurance Account #02-225-5025 - \$500.00, CEM Telephone Account #02-225-5061 - \$2,000.00, and CEM Repair and Maintenance Account #02-225-5091 - \$4,000.00.

Motion was made by Shropshire, second by Chitwood to approve the transfer of \$22,500.00 from General Unallocated Reserve and Excess Account #02-201-5041 to Emergency Management Accounts as follows: CEM Salaries Account #02-225-5011 - \$16,000.00, CEM Worker's Compensation Insurance Account #02-225-5025 - \$500.00, CEM Telephone Account #02-225-5061 - \$2,000.00, and CEM Repair and Maintenance Account #02-225-5091 - \$4,000.00. Voting yes: Nance, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Abstaining, counting as a no vote: Smith. Voting no: none.

Back to Item 6.g – City Attorney's Opinion: This item is not out of order.

g. Discussion and possible action regarding obtaining an RFQ from our local lending institutions to fund 50 new golf carts. The anticipated term is 4 years and the estimated amount of up to \$135,000.00 from Golf Capital Outlay Cart Lease Account #41-415-5413.

Motion was made by Thompson, second by Nance to approve obtaining an RFQ from our local lending institutions to fund 50 new golf carts. The anticipated term is 4 years and the estimated amount of up to \$135,000.00 from Golf Capital Outlay Cart Lease Account #41-415-5413. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

No report other than stating that they will meet next week.

b. Ordinance and Insurance (Shropshire)

Shropshire reported they will be setting a meeting, possibly on September 22nd.

c. Street (Smith)

Smith reported that they are meeting on the 3rd regarding the Armstrong property.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

Motion was made by Shropshire, second by Chitwood to adjourn. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY
1. CALL TO ORDER.

Meeting was called to order at 8:30 p.m.

2. APPROVE MINUTES OF AUGUST 18TH, 2020 MEETING.

Motion was made by Chitwood, second by Smith to approve minutes of August 18th, 2020 meeting. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Abstaining, counting as a no vote: Chitwood. Voting no: none.

3. DISCUSSION AND POSSIBLE ACTION REGARDING AN EXPENDITURE OF \$4,000.00 TO GRAND GATEWAY ECONOMIC DEVELOPMENT ASSOCIATION FOR THE ANNUAL MEMBERSHIP FOR FISCAL YEAR 2021 FROM PRYOR PUBLIC WORKS AUTHORITY DUES – GRAND GATEWAY ACCOUNT #88-885-5349.

Motion was made by Chitwood, second by Smith to approve an expenditure of \$4,000.00 to Grand Gateway Economic Development Association for the Annual Membership for Fiscal Year 2021 from Pryor Public Works Authority Dues – Grand Gateway Account #88-885-5349. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

4. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

5. ADJOURN.

Motion was made by Ketcher, second by Smith to adjourn. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN LARRY LEES

MINUTES WRITTEN BY CITY CLERK / P.P.W.A. SECRETARY EVA SMITH
