

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, NOVEMBER 2ND, 2021 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 Mayor Lees. 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, Jimmy Tramel. Members absent: Yolanda Thompson.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Assistant Police Chief James Willyard, Fire Chief BK Young, Park Superintendent Frank Powell, Emergency Management Director Johnny Janzen, Library Director Cari Rerat and Recreation Center Director Jessica Long.

Others present: Animal Control Officer Becki Sams-Benham, MUB General Manager Jared Crisp, Kimmie Shropshire and Terry Aylward.

2. PETITIONS FROM THE AUDIENCE. (LIMITED TO 5 MINUTES, MUST REQUEST IN ADVANCE.)

There were no petitions.

3. DEPARTMENT HEAD REPORTS IF NEEDED:

a. Building Inspector

No report.

b. Emergency Management

Janzen reported that he has received a number of calls lately regarding the vaccines and boosters.

c. Fire

Young reported that they are excited to see the new building going up. They are working on the fire truck and will do some ladder training tomorrow at the Vo-Tech.

d. Golf

Mayor received a report from Bowman that stated they had a record October and a great Boo-Ha-Ha event.

e. Library

Rerat reported that they are also excited about the work being done at their site.

f. Parks / Cemetery

Powell reported that they are transitioning into winter.

g. Police

Willyard had no report.

h. Recreation Center

Long reported that the awning is done. They did landscaping with brick money. The roof bid is out and companies have been out to look at the project. The deadline for the outdoor project job has been extended to a deadline of November 15.

i. Street

No report.

4. MAYOR'S REPORT:

a. Discussion and possible action regarding discovery of the estimated costs of renovation of the Whitaker Park pool and discovery of the estimated costs of building an outdoor pool at the Pryor Creek Recreation Center to be expensed from Covid Reimbursement (2020) Account #05-501-5401.

Motion was made by Shropshire, second by Smith to approve discovery of the estimated costs of renovation of the Whitaker Park pool and discovery of the estimated costs of building an outdoor pool at the Pryor Creek Recreation Center to be expensed from Covid Reimbursement (2020) Account #05-501-5401.

Mayor stated that he has contacted Donald Paddock to investigate the possibilities. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

b. Discussion and possible action regarding award of 50% (\$409,523.06) of the \$819,046.12 ARPA funding to Municipal Utility Board for water and sewer infrastructure pursuant to ARPA guidelines.
Motion was made by Chitwood, second by Ketcher to approve award of 50% (\$409,523.06) of the \$819,046.12 ARPA funding to Municipal Utility Board for water and sewer infrastructure pursuant to ARPA guidelines.

Motion was then made by Tramel, second by Shropshire to table award of 50% (\$409,523.06) of the \$819,046.12 ARPA funding to Municipal Utility Board for water and sewer infrastructure pursuant to ARPA guidelines. Jared Crisp spoke and discussion followed. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher. Voting no: none.

c. Discussion and possible action regarding 50% (\$409,523.06) of the \$819,046.12 ARPA funding to be deposited to the 05 fund.
Motion was made by Chitwood, second by Smith to approve 50% (\$409,523.06) of the \$819,046.12 ARPA funding to be deposited to the 05 fund. Motion was then made by Ketcher, second by Chitwood to table action regarding 50% (\$409,523.06) of the \$819,046.12 ARPA funding to be deposited to the 05 fund. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire. Voting no: none.

d. Discussion and possible action regarding approving minutes of the September 7th, 2021 Council meeting, with correction of Scrivener’s error on Item 6.h.
Motion was made by Shropshire, second by Smith to approve minutes of the September 7th, 2021 Council meeting, with correction of Scrivener’s error on Item 6.h. Voting yes: Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance. Voting no: none.

5. CITY ATTORNEY’S REPORT:

a. Second and final reading, discussion and possible action regarding an ordinance amending Title 3, Chapter 10A Section 1 Regarding Alcohol Ordinances – “Definitions Section.”
Motion was made by Chitwood, second by Tramel to approve and waive reading of Ordinance #2021-18 amending Title 3, Chapter 10A Section 1 Regarding Alcohol Ordinances – “Definitions Section.” Voting yes: Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance, Smith. Voting no: none.

b. Second and final reading, discussion and possible action regarding an ordinance amending Title 3, Chapter 10A Section 2 Regarding Alcohol Ordinances - “Applications; Certificates.”
Motion was made by Chitwood, second by Smith to waive reading and approve Ordinance #2021-19 amending Title 3, Chapter 10A Section 2 Regarding Alcohol Ordinances - “Applications; Certificates.” Voting yes: Brakefield, Tramel, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

c. Second and final reading, discussion and possible action regarding an ordinance amending Title 3, Chapter 10A Section 7 Regarding Alcohol Ordinances – “Rules and Regulations.”
Motion was made by Chitwood, second by Smith to waive first reading and approve Ordinance #2021-20 amending Title 3, Chapter 10A Section 7 Regarding Alcohol Ordinances – “Rules and Regulations.” Voting yes: Tramel, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

d. Discussion and possible action to issue notice and set a hearing on annexation of property North of Pryor Creek, as per the legal descriptions in the attached Petition.
Motion was made by Shropshire, second by Ketcher to approve issuance of notice and set a hearing on annexation of property North of Pryor Creek, as per the legal descriptions in the attached Petition. Tramel then made a motion to table, but motion died for lack of a second. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: Tramel.

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 October 19th, 2021 Council meeting.
- b. Approve payroll purchase orders through November 12th, 2021.
- c. Approve claims for purchase orders through November 2nd, 2021.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	212021116 – 911264B	54,649.84
STREET & DRAINAGE	911255B – 911254B	42,670.39

GOLF COURSE	2120211086 – 2120211096	7,411.93
CAPITAL OUTLAY	2120211022 – 2120211115	47,515.00
REAL PROPERTY ACQUIS.	911265B - 2120211074	1,297.00
RECREATION CENTER	2120211105 - 2120211107	56,673.40
LIBRARY SPECIAL	2120211036	2,326.62
DONATIONS AND EARMARKED	2120211080	1,529.76
TOTAL		214,073.94
NO BLANKETS		

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Discussion and possible action regarding closure of South Adair from Graham Avenue to First Street for the Pryor Main Street Christmas event, “Lights on Downtown,” on Thursday, November 18th, 2021, from 4:00 p.m. until 8:30 p.m.
- f. Discussion and possible action regarding closure of East Graham Avenue from Cherokee Street to Adair Street on December 2nd, 2021, for the Pryor Creek Annual Christmas Parade of Lights from 5:00 p.m. until 10:00 p.m.
- g. Discussion and possible action regarding approval of a memorial service at Bobby Buck Park for Colt Kelley, at 1:00 p.m. on November 6th, 2021.
- h. Discussion and possible action regarding accepting the resignation of Pat Richard from Seat #3 of the Pryor Creek Park Board, effective October 25th, 2021.
- i. Discussion and possible action regarding an On-Call service for street patch with Dunham Asphalt while they are in town for the 2021 Street Rehabilitation Project.
- j. Discussion and possible action regarding placement of a bench at the Southwest corner of Graham and Adair, as part of the upcoming Downtown Streetscape and Wayfinding project. This bench is a contribution from American Legion Post 182 in honor of Pryor Creek fallen heroes.
- k. Discussion and possible action regarding accepting bid from Adair Tree Clearing/Sheldon Schmidt in the amount of \$185.00 for abatement of trash and brush from 704 SE 11th Street from Real Property Acquisition Reserve – Nuisance Abatement Account #46-465-5450. No other bids were received.
- l. Discussion and possible action regarding an expenditure in the amount of \$47,270.00 to Merritt Tennis & Track Systems for repair and resurfacing of additional four (4) courts at the Pryor Creek Whitaker Park from Parks Capital Outlay Account #44-445-5415. No other bids received.
- m. Discussion and possible action regarding accepting the resignation of Martin Meek from Patrolman position at Pryor Creek Police Department, effective October 30th, 2021.
- n. Discussion and possible action regarding accepting the resignation of Rachel Campbell from dispatch position at the Pryor Creek Police Department, effective October 29th, 2021.

Motion was made by Nance, second by Ketcher to approve items a – n, less items h, i, j, l, m and n. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher. Voting no: none.

h. Discussion and possible action regarding accepting the resignation of Pat Richard from Seat #3 of the Pryor Creek Park Board, effective October 25th, 2021.

Motion was made by Chitwood, second by Nance to approve accepting the resignation of Pat Richard from Seat #3 of the Pryor Creek Park Board, effective October 25th, 2021. Chitwood thanked Richard for her service to the city. Voting yes: Nance, Smith, Chitwood, Brakefield, Ketcher, Shropshire. Voting no: Tramel.

i. Discussion and possible action regarding an On-Call service for street patch with Dunham Asphalt while they are in town for the 2021 Street Rehabilitation Project.

Motion was made by Chitwood, second by Smith to table an On-Call service for street patch with Dunham Asphalt while they are in town for the 2021 Street Rehabilitation Project. Voting yes: Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance. Voting no: none.

j. Discussion and possible action regarding placement of a bench at the Southwest corner of Graham and Adair, as part of the upcoming Downtown Streetscape and Wayfinding project. This bench is a contribution from American Legion Post 182 in honor of Pryor Creek fallen heroes.

Motion was made by Ketcher, second by Shropshire to approve placement of a bench, but move to Ivan’s Jewelry, as part of the upcoming Downtown Streetscape and Wayfinding project. This bench is a contribution from American Legion Post 182 in honor of Pryor Creek fallen heroes.

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

l. Discussion and possible action regarding an expenditure in the amount of \$47,270.00 to Merritt Tennis & Track Systems for repair and resurfacing of additional four (4) courts at the Pryor Creek Whitaker Park from Parks Capital Outlay Account #44-445-5415. No other bids received.

Motion was made by Shropshire, second by Chitwood to approve an expenditure in the amount of \$47,270.00 to Merritt Tennis & Track Systems for repair and resurfacing of additional four (4) courts at the Pryor Creek Whitaker Park from Parks Capital Outlay Account #44-445-5415. No other bids received. Voting yes: Brakefield, Tramel, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

m. Discussion and possible action regarding accepting the resignation of Martin Meek from Patrolman position at Pryor Creek Police Department, effective October 30th, 2021.

Motion was made by Chitwood, second by Smith to approve accepting the resignation of Martin Meek from Patrolman position at Pryor Creek Police Department, effective October 30th, 2021. Chitwood thanked Meek for his service to the city. Voting yes: Tramel, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

n. Discussion and possible action regarding accepting the resignation of Rachel Campbell from dispatch position at the Pryor Creek Police Department, effective October 29th, 2021.

Motion was made by Chitwood, second by Smith to approve accepting the resignation of Rachel Campbell from dispatch position at the Pryor Creek Police Department, effective October 29th, 2021. Chitwood thanked Campbell for her service to the city. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Brakefield had no report other than to state that the next meeting will be on November 9th, 2021, at 5:30 p.m.

b. Ordinance and Insurance (Shropshire)

Shropshire had nothing to report at this time.

c. Street (Smith)

Smith had nothing to report at this time.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:00 p.m.

2. APPROVE MINUTES OF OCTOBER 19TH, 2021 MEETING.

Motion was made by Smith, second by Chitwood to approve minutes of October 19th, 2021 meeting. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher, 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 Ketcher, second by Smith to adjourn. Voting yes: Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance. 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
