

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, JULY 21<sup>ST</sup>, 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](http://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 Jimmy Tramel. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Jon Ketcher, Choya Shropshire, Steve Smith, Randy Chitwood and Jimmy Tramel. Members absent: Dennis Nance, Briana Brakefield and Yolanda Thompson.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Library Director Cari Rerat, Recreation Center Assistant Director Jerome Hopkins.

Others present: Police Captain Kevin Tramel, Police Officer Dustin VanHorn, Grand Gateway Representative Kendra McGeady, Retail Attractions Representative Rickey Hayes, Pat Richard, Jessica Long, Recreation Board member Rebecca Kemp, Steve Wyneken, Kemmie Shropshire and Terry Aylward.

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

Pat Richard spoke regarding the new Personnel Board members.

**3. DEPARTMENT HEAD REPORTS IF NEEDED.**

**a. Building Inspector**

No report.

**b. Emergency Management**

No report.

**c. Fire**

No report.

**d. Golf**

No report.

**e. Library**

Rerat provided a statistics sheet for the Council.

**f. Parks / Cemetery**

No report. Jimmy Tramel commended the Parks and Cemetery departments for the great job they did cleaning up after the storm.

**g. Police**

No report.

**h. Recreation Center**

No report.

**i. Street**

No report.

**4. MAYOR'S REPORT:**

**a. Presentation by Grand Gateway Economic Development Association representative Kendra McGeady regarding Pelivan.**

No action. Kendra McGeady spoke regarding Pelivan in Pryor Creek.

**b. Discussion and possible action regarding the Agreement for Funding and Provision of Services between the City of Pryor Creek and Pelivan Transit (Grand Gateway Economic Development Association) in the amount of \$25,000.00.**

Motion was made by Shropshire, second by Smith to approve the Agreement for Funding and Provision of Services between the City of Pryor Creek and Pelivan Transit (Grand Gateway Economic Development Association) in the amount of \$25,000.00. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Tramel. Voting no: none.

**c. Presentation by Retail Attractions representative Rickey Hayes.**

Hayes stated that he had an extensive report, but he would prefer to give it in Executive Session.

**d. Possible Executive Session pursuant to OKLA. STAT. Tit. 25 Section 307 (C)(11) for the purposes of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within the jurisdiction of the City of Pryor Creek where the public disclosure of the matter discussed would interfere with the development of products or services or would violate the confidentiality of the business.**

Motion was made by Ketcher, second by Shropshire to enter Executive Session pursuant to OKLA. STAT. Tit. 25 Section 307 (C)(11) for the purposes of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within the jurisdiction of the City of Pryor Creek where the public disclosure of the matter discussed would interfere with the development of products or services or would violate the confidentiality of the business.

Motion was then made by Tramel, second by Chitwood to table this item until the full Council can be present. Voting yes: Smith. Voting no: Shropshire, Chitwood, Tramel, Ketcher. Motion failed.

After some discussion, they returned to the original motion by Ketcher, second by Shropshire to enter Executive Session. Voting yes: Smith, Chitwood, Tramel, Ketcher, Shropshire. Voting no: none.

**e. Discussion and possible action regarding resuming regular session. No action taken during Executive Session.**

Motion was made by Smith, second by Chitwood to resume regular session at 7:05 p.m. No action taken during Executive Session. Voting yes: Smith, Chitwood, Tramel, Ketcher, Shropshire. Voting no: none.

**e. (2). Discussion and possible action regarding removing from the table Item 5.e. of the June 16<sup>th</sup>, 2020 Council agenda.**

Motion was made by Shropshire, second by Smith to keep on the table Item 5.e. of the June 16<sup>th</sup>, 2020 Council agenda. Voting yes: Chitwood, Tramel, Ketcher, Shropshire, Smith. Voting no: none.

**f. Discussion and possible action regarding contract renewal with Retail Attractions for Fiscal Year 2020-2021 in the amount of \$4,000.00 per month for twelve (12) months from General Outside Services Account #02-201-5075.**

No action.

**g. Discussion and possible action regarding hiring Jessica Long as Recreation Center Director at Range G, Step 2 (annual wage - \$55,550.00).**

Motion was made by Chitwood, second by Shropshire to approve hiring Jessica Long as Recreation Center Director at Range G, Step 2 (annual wage - \$55,550.00) effective August 3<sup>rd</sup>, 2020. Council asked Long to share her vision for the Recreation Center going forward. Voting yes: Tramel, Ketcher, Shropshire, Smith, Chitwood. Voting no: none.

**5. CITY ATTORNEY’S REPORT:**

No report.

**6. DISCUSS, POSSIBLY ACT 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 July 7<sup>th</sup>, 2020 Council meeting.
- b. Approve payroll purchase orders through July 24<sup>th</sup>, 2020.
- c. Approve claims for purchase orders through July 21<sup>st</sup>, 2020.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2020200115 - 2020200150	168,795.00
STREET & DRAINAGE	2020200102 - 1920192723	95,007.99
GOLF COURSE	2020200103 - 2020200108	10,169.18
CAPITAL OUTLAY	2020200085 - 2020200139	10,909.08
REAL PROPERTY ACQUIS.	2020200078 - 2020200098	1,241.25
RECREATION CENTER	2020200070 - 2020200071	14,975.41
E-911	2020200056 - 2020200057	33.08

DONATIONS CASH FUND	2020200060 - 2020200137	856.00
<b>TOTAL</b>		<b>301,986.99</b>
<b>BLANKETS</b>		
911162B	AT&T	15,000.00
911163B	EXPRESS SERVICES INC.	18,000.00
911165B	MIKE'S TIRE & CAR CARE	10,000.00
911166B	MUSKOGEE COMMUNICATION	7,500.00
911167B	PRYOR VETERINARY HOSPITAL	20,000.00
911168B	ROBERTS AUTO CENTER	20,000.00
911169B	VERIZON	12,000.00
911170B	VISUAL FORCE INC.	7,500.00
911171B	VISUAL FORCE INC.	4,000.00
911172B	WEX BANK	60,000.00
911173B	RCB BANK	58,277.34
911174B	BANK OF COMMERCE	59,082.54
911175B	WALMART COMMUNITY	1,500.00
911176B	XEROX FINANCIAL SERVICES	1,200.00
911177B	LOCKE SUPPLY CO.	500.00
911178B	PRYOR LUMBER	400.00
911179B	MUSKOGEE COMMUNICATION	600.00
911180B	KLA-MART	300.00
911181B	TRACTOR SUPPLY CREDIT	300.00
911182B	AUTOZONE COMMERCIAL	200.00
911183B	O'REILLY AUTOMOTIVE INC.	700.00
911184B	PRYOR AUTOMOTIVE SUPPLY	700.00
911185B	ADVANCE AUTO PARTS	200.00
911186B	VERIZON WIRELESS	3,414.12
911187B	JACKSON TRUCK REPAIR	2,500.00
911188B	ADVANCE AUTO PARTS	1,000.00
911189B	AUTOZONE COMMERCIAL	1,000.00
911190B	BARCO MUNICIPAL PRODUCTS	5,000.00
911191B	BATTERY OUTFITTERS INC.	1,000.00
911192B	C & R OIL CO.	20,000.00
911193B	CHOUTEAU LIME CO. INC.	1,000.00
911194B	DOLESE BROS. CO.	20,000.00
911195B	MR. J'S	2,000.00
911196B	MIKE'S TIRE & CAR CARE	1,000.00
911197B	O'REILLY AUTOMOTIVE INC.	2,000.00
911198B	PRYOR AUTOMOTIVE SUPPLY	4,000.00
911199B	PRYOR LUMBER	4,000.00
911200B	PRYOR STONE CO.	10,000.00
911201B	QUANTIE AUTO SUPPLY	1,000.00
911202B	SAFETY KLEEN	2,000.00
911203B	TRACTOR SUPPLY CREDIT	2,000.00
911204B	WALMART COMMUNITY	2,000.00
911205B	CASELLE INC.	15,000.00
911206B	JOHNNY L. JANZEN	15,233.40
<b>TOTAL</b>		<b>413,107.40</b>

- d. Acknowledge receipt of deficient purchase orders.  
*There were no deficient purchase orders.*
- e. Approve June Appropriation Requests.
- f. Discussion and possible action regarding awarding the Wi-Fi extension bid for RFP20200610 Phase 7a and 7b to Fiber Interactive Technologies in the amount of \$200,207.26 to be paid from Google Wi-Fi Account #46-465-5422. Other bid received: Vyve Broadband in the amount of \$501,980.78.
- g. Discussion and possible action regarding reappointment of Bill Kannegiesser to Seat #1 of the Park Board, term ending July 31<sup>st</sup>, 2023.
- h. Discussion and possible action regarding reappointment of Lori Siever to Seat #5 of the Park Board, term ending July 31<sup>st</sup>, 2023.
- i. Discussion and possible action regarding nomination of Dick Holmes for Recreation Center Board Seat #1, term ending August 31<sup>st</sup>, 2023.
- j. Discussion and possible action regarding promotion of John Trout from B Operator (Range C, Step 2) to A Operator (Range D, Step 2) at the Pryor Creek Street Department, effective November 28<sup>th</sup>, 2020, which is the first pay period following his two-year anniversary.
- k. Discussion and possible action regarding expenditure in the amount of \$98,044.00 to Premier Truck Group Tulsa at State contract price for the purchase of a 2021 Freightliner 25,500 GVW M2-106 W/10' Dump Bed for the Pryor Creek Street Department from Street Capital Outlay Account #14-145-5411.
- l. Discussion and possible action regarding an expenditure in the amount of \$6,868.56 to Dell Technologies at State contract price for computer mount packages for the Pryor Creek Police Department from Police Equipment Capital Outlay Account #44-445-5424.
- m. Discussion and possible action regarding an expenditure in the amount of \$19,008.27 to Dell Technologies at State contract price for thirty-one (31) Havis Dell DS-Dell 412 Docking Stations for the Police Department. These docking stations are for the laptops that were

purchased through the District Attorney's Council COVID Grant. From Police Equipment Capital Outlay Account #44-445-5424.

- n. Discussion and possible action regarding approval of revised job descriptions for the Thomas J. Harrison Pryor Public Library.
- o. Discussion and possible action regarding approval of reclassification of R. Scott McCall from Librarian 1 (Range B, Step 1) to Librarian 2 (Range C, Step 2) effective August 3<sup>rd</sup>, 2020 considering his additional responsibilities as Collection Development & Systems Librarian.
- p. Discussion and possible action regarding an expenditure in the amount of \$6,753.66 to SHI International Corporation for new computers, monitors, and a laptop from Library State Aid Account #92-925-5233.

The total quote breaks down as follows:

- \$5,128.74 for nine HP ProDesk 600 G4 mini desktop computers (other bids received: Amazon.com \$5,391.00; Walmart.com \$6,299.91)
  - \$963.09 for nine HP P224 LED monitors (other bids received: Amazon.com \$1,034.91; Walmart.com \$1,034.91)
  - \$661.83 for an HP 250 G7 laptop (other bids received: Walmart.com \$683.35; Newegg.com \$679.00)
- q. Discussion and possible action regarding an expenditure in the amount of \$4,940.00 to GovQA for annual Community Development Services from General Software Account #02-201-5260.
  - r. Discussion and possible action regarding an expenditure in the amount of \$44,000.00 to Graber and Associates, PC, Architects for Library Renovation Project, from General Unallocated Reserve and Excess Account #02-201-5041. This payment corresponds with a previously-agreed-upon payment-in-phases schedule as the percentage of the phase is completed. After this payment is logged, 100% of the Design Development phase and 100% of the Construction Documents are complete.
  - s. Discussion and possible action regarding an expenditure in the amount of \$36,985.00 to Graber and Associates, PC, Architects for Police and Fire Emergency Center Project, from General Unallocated Reserve and Excess Account #02-201-5041. This payment corresponds with a previously-agreed-upon payment-in-phases schedule as the percentage of the phase is completed. After this payment is logged, 100% of the Design Development phase, 58% of the Construction Documents and 0% of the Construction Administration Fee are complete.
  - t. Discussion and possible action regarding an expenditure in the amount of \$6,996.00 to Home Depot Pro Institutional for four (4) Victory Electric Backpack Sprayers at a cost of \$1,749.00 each, one (1) each for Police Department from Police Supplies - General Account #02-215-5032, Golf Course from Golf Supplies - General Account #41-415-5032, Library from Library Non-Book Materials Account #02-221-5032 and Park Department from Park Supplies - General Account #02-219-5032. These items are purposed for use as sanitation equipment resulting from COVID-19 mitigation and are eligible for reimbursement from the CARES Act Coronavirus Relief Fund.
  - u. Discussion and possible action regarding payment of \$4,200.17 + additional \$500.00 deductible to Champion Collision for the repair of a 2018 Ford Explorer deer strike on May 27th, 2020, from Police Repair and Maintenance Account #02-215-5091. The City of Pryor Creek has already received insurance reimbursement from OMAG in the amount of \$4,200.17.

Motion was made by Chitwood, second by Smith to approve items a – u, less items f, l, m, p, r, s and t.

Voting yes: Ketcher, Shropshire, Smith, Chitwood, Tramel. Voting no: none.

**f. Discussion and possible action regarding awarding the Wi-Fi extension bid for RFP20200610 Phase 7a and 7b to Fiber Interactive Technologies in the amount of \$200,207.26 to be paid from Google Wi-Fi Account #46-465-5422. Other bid received: Vyve Broadband in the amount of \$501,980.78.**

Motion was made by Tramel, second by Shropshire to table awarding the Wi-Fi extension bid for RFP20200610 Phase 7a and 7b to Fiber Interactive Technologies in the amount of \$200,207.26 to be paid from Google Wi-Fi Account #46-465-5422. Other bid received: Vyve Broadband in the amount of \$501,980.78. Voting yes: Shropshire, Smith, Chitwood, Tramel, Ketcher. Voting no: none.

**l. Discussion and possible action regarding an expenditure in the amount of \$6,868.56 to Dell Technologies at State contract price for computer mount packages for the Pryor Creek Police Department from Police Equipment Capital Outlay Account #44-445-5424.**

Motion was made by Chitwood, second by Smith to approve an expenditure in the amount of \$6,868.56 to Dell Technologies at State contract price for computer mount packages for the Pryor Creek Police Department from Police Equipment Capital Outlay Account #44-445-5424. Voting yes: Smith, Chitwood, Tramel, Ketcher, Shropshire. Voting no: none.

**m. Discussion and possible action regarding an expenditure in the amount of \$19,008.27 to Dell Technologies at State contract price for thirty-one (31) Havis Dell DS-Dell 412 Docking Stations for the**

**Police Department. These docking stations are for the laptops that were purchased through the District Attorney's Council COVID Grant. From Police Equipment Capital Outlay Account #44-445-5424.** Motion was made by Shropshire, second by Chitwood to approve an expenditure in the amount of \$19,008.27 to Dell Technologies at State contract price for thirty-one (31) Havis Dell DS-Dell 412 Docking Stations for the Police Department. These docking stations are for the laptops that were purchased through the District Attorney's Council COVID Grant. From Police Equipment Capital Outlay Account #44-445-5424. Voting yes: Chitwood, Tramel, Ketcher, Shropshire, Smith. Voting no: none.

**p. Discussion and possible action regarding an expenditure in the amount of \$6,753.66 to SHI International Corporation for new computers, monitors, and a laptop from Library State Aid Account #92-925-5233.**

**The total quote breaks down as follows:**

- **\$5,128.74 for nine HP ProDesk 600 G4 mini desktop computers (other bids received: Amazon.com \$5,391.00; Walmart.com \$6,299.91)**
- **\$963.09 for nine HP P224 LED monitors (other bids received: Amazon.com \$1,034.91; Walmart.com \$1,034.91)**
- **\$661.83 for an HP 250 G7 laptop (other bids received: Walmart.com \$683.35; Newegg.com \$679.00)**

Motion was made by Chitwood, second by Smith to approve an expenditure in the amount of \$6,753.66 to SHI International Corporation for new computers, monitors, and a laptop from Library State Aid Account #92-925-5233.

The total quote breaks down as follows:

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- \$963.09 for nine HP P224 LED monitors (other bids received: Amazon.com \$1,034.91; Walmart.com \$1,034.91)
- \$661.83 for an HP 250 G7 laptop (other bids received: Walmart.com \$683.35; Newegg.com \$679.00).

Voting yes: Tramel, Ketcher, Shropshire, Smith, Chitwood. Voting no: none.

**r. Discussion and possible action regarding an expenditure in the amount of \$44,000.00 to Graber and Associates, PC, Architects for Library Renovation Project, from General Unallocated Reserve and Excess Account #02-201-5041. This payment corresponds with a previously-agreed-upon payment-in-phases schedule as the percentage of the phase is completed. After this payment is logged, 100% of the Design Development phase and 100% of the Construction Documents are complete.**

Motion was made by Tramel, second by Smith to table an expenditure in the amount of \$44,000.00 to Graber and Associates, PC, Architects for Library Renovation Project, from General Unallocated Reserve and Excess Account #02-201-5041. This payment corresponds with a previously-agreed-upon payment-in-phases schedule as the percentage of the phase is completed. After this payment is logged, 100% of the Design Development phase and 100% of the Construction Documents are complete. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Tramel. Voting no: none.

**s. Discussion and possible action regarding an expenditure in the amount of \$36,985.00 to Graber and Associates, PC, Architects for Police and Fire Emergency Center Project, from General Unallocated Reserve and Excess Account #02-201-5041. This payment corresponds with a previously-agreed-upon payment-in-phases schedule as the percentage of the phase is completed. After this payment is logged, 100% of the Design Development phase, 58% of the Construction Documents and 0% of the Construction Administration Fee are complete.**

Motion was made by Tramel, second by Smith to table an expenditure in the amount of \$36,985.00 to Graber and Associates, PC, Architects for Police and Fire Emergency Center Project, from General Unallocated Reserve and Excess Account #02-201-5041. This payment corresponds with a previously-agreed-upon payment-in-phases schedule as the percentage of the phase is completed. After this payment is logged, 100% of the Design Development phase, 58% of the Construction Documents and 0% of the Construction Administration Fee are complete. Voting yes: Shropshire, Smith, Chitwood, Tramel. Voting no: Ketcher.

**t. Discussion and possible action regarding an expenditure in the amount of \$6,996.00 to Home Depot Pro Institutional for four (4) Victory Electric Backpack Sprayers at a cost of \$1,749.00 each, one (1) each for Police Department from Police Supplies - General Account #02-215-5032, Golf Course from Golf Supplies - General Account #41-415-5032, Library from Library Non-Book Materials Account #02-221-5032 and Park Department from Park Supplies - General Account #02-219-5032. These items are purposed for use as sanitation equipment resulting from COVID-19 mitigation and are eligible for reimbursement from the CARES Act Coronavirus Relief Fund.**

Motion was made by Smith, second by Chitwood to approve an expenditure in the amount of \$6,996.00 to Home Depot Pro Institutional for four (4) Victory Electric Backpack Sprayers at a cost of \$1,749.00 each, one (1) each for Police Department from Police Supplies - General Account #02-215-5032, Golf Course from

Golf Supplies - General Account #41-415-5032, Library from Library Non-Book Materials Account #02-221-5032 and Park Department from Park Supplies - General Account #02-219-5032. These items are purposed for use as sanitation equipment resulting from COVID-19 mitigation and are eligible for reimbursement from the CARES Act Coronavirus Relief Fund.

Motion and second were then amended to change the Library account to Library Repair and Maintenance Account #02-221-5091. Voting yes: Smith, Chitwood, Tramel, Ketcher, Shropshire. Voting no: none.

**7. COMMITTEE REPORTS:**  
**a. Budget and Personnel (Brakefield)**

No report.

**b. Ordinance and Insurance (Shropshire)**

Shropshire asked that they receive the agenda and packet by the last day of the week before the Council meeting. He would like to schedule an Ordinance and Insurance meeting on July 28<sup>th</sup> to discuss this.

**c. Street (Smith)**

Nothing at this time. Smith stated that he appreciated what everyone has been doing to clean up after the storm.

**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 Chitwood to adjourn. Voting yes: Chitwood, Tramel, Ketcher, Shropshire, Smith. Voting no: none.

**PRYOR PUBLIC WORKS AUTHORITY**  
**1. CALL TO ORDER.**

Meeting was called to order at 7:50 p.m.

**2. APPROVE MINUTES OF JULY 7<sup>TH</sup>, 2020 MEETING.**

Motion was made by Chitwood, second by Shropshire to approve minutes of July 7<sup>th</sup>, 2020 meeting. Voting yes: Tramel, Ketcher, Shropshire, Smith, Chitwood. 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: Ketcher, Shropshire, Smith, Chitwood, Tramel. 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

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