

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, FEBRUARY 18<sup>TH</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 Randy Chitwood. 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 and Zac Doyle. Members absent: Jill Sherman.

Department Heads and other City Officials present: Assistant Police Chief James Willyard, Fire Chief BK Young, Emergency Management Director Johnny Janzen, Library Director Cari Rerat and Building Inspector Kenneth Young.

Others: Police Captain Kevin Tramel, Animal Control Officer Becky Sams, City Engineer Steve Powell, Graber & Associates Architect Jim Graber, Pryor Main Street Director Jennie VanBuskirk, KKT Architects representative Nicole Watts, Kemmie Shropshire, Ahmad Nadaf, Bruce Smith, Drew Stott, Candi Mendivil, and Terry Aylward.

**2. DEPARTMENT HEAD REPORTS IF NEEDED:**

**a. Building Inspector**

Young had no report.

**b. Emergency Management**

Janzen had no report.

**c. Fire**

Young had no report.

**d. Golf**

No report.

**e. Library**

Rerat handed out a statistics sheet to the Council.

**f. Parks / Cemetery**

No report.

**g. Police**

Willyard had no report.

**h. Recreation Center**

No report.

**i. Street**

No report.

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

No petitions.

**4. MAYOR'S REPORT:**

**a. Update on Police and Fire Emergency Center Project presented by Jim Graber.**

No action. Jim Graber updated Council on price changes and their work to find the best prices they can. He stated that they should have these issues ironed out by the end of March.

Mayor moved back to Petitions from the Audience.

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

Ahmad Nadaf asked to speak regarding a complaint he received from the State Fire Marshall regarding his property on Highway 69A.

Mayor moved back to Item 4.b.

**b. Update on Work Order for Professional Services Project Number PRY-19-04 in Ward 4 with Infrastructure Solutions Group, LLC in the amount of \$12,500.00 from Street Outside Services Account #14-145-5075.**

No action. Mayor gave an update on the Work Order for Professional Services Project Number PRY-19-04 in Ward 4 in Infrastructure Solutions Group, LLC in the amount of \$12,500.00 from Street Outside Services Account #14-145-5075.

**c. Update on Work Order for Professional Services Project Number PRY-19-05 in Ward 2 with Infrastructure Solutions Group, LLC in the amount of \$14,500.00 from Street Outside Services Account #14-145-5075.**

No action. Mayor gave an update on Work Order for Professional Services Project Number PRY-19-05 in Ward 2 with Infrastructure Solutions Group, LLC in the amount of \$14,500.00 from Street Outside Services Account #14-145-5075.

**d. Update on Work Order for Professional Services Project Number PRY-20-01 in Ward 3 with Infrastructure Solutions Group, LLC in the amount of \$8,000.00 from Street Outside Services Account #14-145-5075 (\$24,000.00 of this work order was approved on February 4<sup>th</sup>, 2020.)**

No action. Mayor gave an update on Work Order for Professional Services Project Number PRY-20-01 in Ward 3 with Infrastructure Solutions Group, LLC in the amount of \$8,000.00 from Street Outside Services Account #14-145-5075 (\$24,000.00 of this work order was approved on February 4<sup>th</sup>, 2020.)

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

**a. Public Hearing regarding Rezoning Applicant: KKT Architects for property owner David R. Stewart has requested a zoning change for the property in the City of Pryor, to-wit: THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER AND THE NORTH 500 FEET OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER LESS THE EAST 175 FEET OF THE NORTH 100 FEET OF THE SOUTH 260 FEET OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER AND THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 21 NORTH, RANGE 19 EAST OF THE INDIAN MERIDIAN AND PRINCIPLE BASE LINE, MAYES COUNTY, OKLAHOMA.**

**The present zoning designation for both properties is AG (Agriculture) and RS (Residential Single) They are requesting zoning change to RS-50 (Residential Single -50).**

Motion was made by Chitwood, second by Smith to enter into Public Hearing. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Doyle. Voting no: none.

Nicole Watts with KKT Architects was available to answer questions. Drew Stott asked questions regarding side setbacks, which will impact area and school.

Motion was made by Chitwood, second by Doyle to exit Public Hearing and resume regular session. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Doyle, Ketcher. Voting no: none.

**b. First reading of ordinance closing old municipal utility easement on RRR Property Management, LLC property. A tract of land situated in the SE/4 of Section 18, Township 21 North, Range 19 East of the Indian Base and Meridian in Pryor Creek, Mayes County, Oklahoma**

**and more particularly described as follows to-wit:  
Commencing at the Southwest Corner of said SE/4.**

**THENCE North 00 degrees 00 minutes 00 seconds East for a distance of  
1,799.80 feet and along the West Line of said SE/4:**

**THENCE North 90 degrees 00 minutes 00 seconds East for a distance of 650.00  
feet to the Point of Beginning;**

**THENCE North 00 degrees 00 minutes 00 seconds East for a distance of 120.00 feet to a point on the South line of Block 6 of the PRYOR HEIGHTS**

**ADDITION;**

**THENCE North 90 degrees 00 minutes 00 seconds East along the South line of Block 6 of the PRYOR HEIGHTS ADDITION for a distance of 17.50 feet;**

**THENCE South 00 degrees 00 minutes 00 seconds East for a distance of 170.00 feet;**

**THENCE North 90 degrees 00 minutes 00 seconds West for a distance of 17.50 feet;**

**THENCE North 00 degrees 00 minutes 00 seconds East for a distance of 50.00 feet to the Point of Beginning.**

**Together with and subject to covenants, easements, and restrictions of record said property containing 0.0683 acres more or less.**

Motion was made by Chitwood, second by Doyle to waive reading of ordinance closing old municipal utility easement on RRR Property Management, LLC property. A tract of land situated in the SE/4 of Section 18, Township 21 North, Range 19 East of the Indian Base and Meridian in Pryor Creek, Mayes County, Oklahoma

and more particularly described as follows to-wit:

Commencing at the Southwest Corner of said SE/4.

THENCE North 00 degrees 00 minutes 00 seconds East for a distance of 1,799.80 feet and along the West Line of said SE/4:

THENCE North 90 degrees 00 minutes 00 seconds East for a distance of 650.00 feet to the Point of Beginning;

THENCE North 00 degrees 00 minutes 00 seconds East for a distance of 120.00 feet to a point on the South line of Block 6 of the PRYOR HEIGHTS ADDITION;

THENCE North 90 degrees 00 minutes 00 seconds East along the South line of Block 6 of the PRYOR HEIGHTS ADDITION for a distance of 17.50 feet;

THENCE South 00 degrees 00 minutes 00 seconds East for a distance of 170.00 feet;

THENCE North 90 degrees 00 minutes 00 seconds West for a distance of 17.50 feet;

THENCE North 00 degrees 00 minutes 00 seconds East for a distance of 50.00 feet to the Point of Beginning.

Together with and subject to covenants, easements, and restrictions of record said property containing 0.0683 acres more or less.

Voting yes: Nance, Smith, Chitwood, Brakefield, Doyle, Ketcher, Shropshire. Voting no: none.

**c. First reading of an ordinance amending Title 5, Chapter 3 by the addition of a new section to be codified in Title 5, Chapter 3, as Section 16 requiring the spay and neuter of dogs and cats; providing for exceptions from the requirement of spay and neuter of dogs and cats; providing for “intact permits”; providing for revocation or nonrenewal of permits; prescribing offenses and setting forth penalties for violations of spay and neuter requirements related to dogs and cats; and providing for repealer and severability.**

Motion was made by Doyle, second by Shropshire to waive reading of an ordinance amending Title 5, Chapter 3 by the addition of a new section to be codified in Title 5, Chapter 3, as Section 16 requiring the spay and neuter of dogs and cats; providing for exceptions from the requirement of spay and neuter of dogs and cats; providing for “intact permits”; providing for revocation or nonrenewal of permits; prescribing offenses and setting forth penalties for violations of spay and neuter requirements related to dogs and cats; and providing for repealer and severability. Voting yes: Smith, Chitwood, Brakefield, Doyle, Ketcher, Shropshire, Nance. Voting no: none.

**d. First reading of an ordinance amending Title 5, Chapter 3, Section 7 providing for fees charged for surrendered animals and impounded animals; clarifying time periods of the code provision; relettering paragraphs; and providing financial assistance for spaying and neutering of redeemed animals to government subsidized household; and providing for repealer and severability.**

Motion was made by Doyle, second by Brakefield to waive reading of an ordinance amending Title 5, Chapter 3, Section 7 providing for fees charged for surrendered animals and impounded animals; clarifying time periods of the code provision; relettering paragraphs; and providing financial assistance for spaying and neutering of redeemed animals to government subsidized household; and providing for repealer and severability. Voting yes: Chitwood, Brakefield, Doyle, Ketcher, Shropshire, Nance, Smith. Voting no: none.

**e. First reading of an ordinance amending Title 5, Chapter 3, Section 2 by amendment of language regarding place of purchase of tags and the addition of a new Sub-section “H” regarding requirement**

**for sterilization documentation of dogs and cats as part of registration process; and providing for repealer and severability.**

Motion was made by Doyle, second by Shropshire to waive reading of an ordinance amending Title 5, Chapter 3, Section 2 by amendment of language regarding place of purchase of tags and the addition of a new Sub-section “H” regarding requirement for sterilization documentation of dogs and cats as part of registration process; and providing for repealer and severability. Voting yes: Brakefield, Doyle, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

**f. First reading of an ordinance amending Title 5, Chapter 3 by the addition of a new section to be codified in Title 5, Chapter 3, as Section 17 prohibiting sale of animals in public places; and providing for repealer and severability.**

Motion was made by Doyle, second by Brakefield to waive reading of an ordinance amending Title 5, Chapter 3 by the addition of a new section to be codified in Title 5, Chapter 3, as Section 17 prohibiting sale of animals in public places; and providing for repealer and severability. Voting yes: Doyle, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

**g. First reading of an ordinance amending Title 5, Chapter 3, Section 8 prohibiting swine in the city limits and providing for specific exceptions to the prohibition; regulating the keeping of livestock in the city limits and providing specific exceptions; limiting the number of dogs and cats kept or maintained at premises and providing specific exceptions; and providing for repealer and severability.**

Motion was made by Shropshire, second by Nance to waive reading of an ordinance amending Title 5, Chapter 3, Section 8 prohibiting swine in the city limits and providing for specific exceptions to the prohibition; regulating the keeping of livestock in the city limits and providing specific exceptions; limiting the number of dogs and cats kept or maintained at premises and providing specific exceptions; and providing for repealer and severability. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Doyle. Voting no: none.

**h. First reading of an ordinance amending Pryor Creek City Code Section 4-5-6 regarding appointment of enforcement officials, administrative officials and hearing officers for administrative decision-making purposes; and, the fixing of compensation for such officers and officials; providing for repealer and severability.**

Motion was made by Brakefield, second by Chitwood to waive reading of an ordinance amending Pryor Creek City Code Section 4-5-6 regarding appointment of enforcement officials, administrative officials and hearing officers for administrative decision-making purposes; and, the fixing of compensation for such officers and officials; providing for repealer and severability. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Ketcher. Abstaining, counting as a no vote: Doyle. Voting no: none.

**i. Discussion and possible action regarding a resolution regarding compensation to be paid to appointed officers or officials for the services to the City.**

Motion was made by Chitwood, second by Smith to approve Resolution #2020 – 2 regarding compensation to be paid to appointed officers or officials for the services to the City. Voting yes: Nance, Smith, Chitwood, Brakefield, Ketcher, Shropshire. Abstaining, counting as a no vote: Doyle. Voting no: none.

**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 February 4<sup>th</sup>, 2020 Council meeting.
- b. Approve payroll purchase orders through February 21<sup>st</sup>, 2020.
- c. Approve claims for purchase orders through February 18<sup>th</sup>, 2020.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	1920191635 - 1920191645	\$130,199.36
FEE IN LIEU	1920191641	10,817.15
STREET & DRAINAGE	911115B – 911118B	2,357.84
GOLF COURSE	1920191648 - 1920191653	3,911.75
CAPITAL OUTLAY	911093B - 1920191686	5,747.94
REAL PROPERTY ACQUIS. RESERVE	1920191619 - 1920191647	191.55
RECREATION CENTER	1920191633 - 1920191633	6,499.05
TOTAL		159,724.64
BLANKETS		
911150B	O'REILLY AUTOMOTIVE INC	1,000.00
TOTAL		1,000.00

- d. Acknowledge receipt of deficient purchase orders.  
*There were no deficient purchase orders.*

- e. Approve January Appropriation Requests.
- f. Discussion and possible action regarding approval of Thomas J. Harrison Pryor Public Library subscription renewal to the Oklahoma Virtual Library/Overdrive in the amount of \$3,000 from Library Non-Book Materials Account #02-221-5032.
- g. Discussion and possible action regarding scheduling a mid-year budget review with Kolker & Kolker.
- h. Discussion and possible action regarding purchase of three (3) Watchguard 4RE/VISTA cameras for the Pryor Creek Police Department at \$6,294.00 each for a total of \$18,882.00 from Police Equipment Capital Outlay Account #44-445-5424. Watchguard is a sole source vendor for this equipment.
- i. Discussion and possible action regarding an expenditure in the amount of \$6,953.00 to Municipal Emergency Services for Hurst R421E2 Ram and Hurst EXL Battery at the Pryor Creek Fire Department. This is the equipment currently being used by the department and no other equipment is compatible. From Properties Capital Outlay Account #44-445-5419.
- j. Discussion and possible action approving Mayor Lees and Cari Rerat, Library Director, to sign "Agreement for 2020 State Aid Recipients" and acceptance of grant funds for the Thomas J. Harrison Pryor Public Library in the amount of \$9,545.00 from the State of Oklahoma 2020 Oklahoma Department of Libraries State Aid, to be received into Library Special Cash Account #92-925-5233.
- k. Discussion and possible action regarding renewal of Engine Inspection, Maintenance, and Repair Agreement with United Engines for Emergency Standby Equipment in the amount of \$2,332.00 for generator at City Hall.
- l. Discussion and possible action regarding renewal of Pryor Creek Parks & Recreation Facility Use Agreement with the Mayes County Youth Football effective on the 1st day of April, 2020.

Motion was made by Shropshire, second by Smith to approve items a – l. Voting yes: Smith, Chitwood, Brakefield, Doyle, Ketcher, Shropshire, Nance. Voting no: none.

## **7. COMMITTEE REPORTS:**

### **a. Budget and Personnel (Doyle)**

Doyle reported that Budget and Personnel Committee will meet on March 10<sup>th</sup>, at 5:30 p.m.

### **b. Ordinance and Insurance (Sherman)**

No report.

### **c. Street (Smith)**

Smith had nothing to report at this time. Regular meeting is scheduled for February 25<sup>th</sup>.

## **8. UNFORESEEABLE BUSINESS.**

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

There was no unforeseeable business.

## **9. ADJOURN.**

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

## **PRYOR PUBLIC WORKS AUTHORITY**

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

Meeting was called to order at 6:50 p.m.

### **2. APPROVE MINUTES OF FEBRUARY 4<sup>TH</sup>, 2020 MEETING.**

Motion was made by Doyle, second by Brakefield to approve minutes of February 4<sup>th</sup>, 2020 meeting. Voting yes: Brakefield, Doyle, Ketcher, Shropshire, Nance, 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 Doyle, second by Nance to adjourn. Voting yes: Doyle, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

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

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

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