

**NOTICE & AGENDA
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, DECEMBER 6TH, 2022 AT 6:00 P.M.**

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PRYOR CREEK, OKLAHOMA WILL MEET IN REGULAR SESSION AT 6:00 P.M. ON THE ABOVE DATE IN THE COUNCIL CHAMBER UPSTAIRS AT CITY HALL, 12 NORTH ROWE STREET IN PRYOR CREEK, OKLAHOMA. A MEETING OF THE PRYOR PUBLIC WORKS AUTHORITY WILL FOLLOW IMMEDIATELY. ANYONE NEEDING SPECIAL ACCOMMODATIONS TO ATTEND SHOULD CALL (918) 825-0888.

1. Call to Order, Prayer, Pledge of Allegiance, Roll Call.
2. Petitions from the Audience. (Limited to 5 minutes, must request in advance.)
3. Department Head Reports if needed:
 - a. Building Inspector
 - b. Emergency Management
 - c. Fire
 - d. Golf
 - e. Library
 - f. Parks / Cemetery
 - g. Police / Animal Shelter
 - h. Recreation Center
 - i. Street
4. Mayor's Report:
 - a. Discussion and possible action regarding accepting the resignation of Jon Ketcher, City Council Ward 1, effective 12/01/22.
 - b. Discussion and possible action regarding accepting Mayor's nomination of Terry Lamar to Ward 1 Council seat vacated by Jon Ketcher, effective immediately, term ending May 2023.
 - c. Report from Economic Development Trust Authority.
 - d. Discussion and possible action regarding requesting funds from City Council from Fund 68 (October 31st, 2022 fund balance: \$271,636.92) in the amount of \$55,000.00 for fiscal year 2022-2023 for funding of a Memorandum Of Agreement between the Pryor Creek Economic Development Trust Authority and Pryor Main Street for services to be performed by Main Street in connection with economic development in the main street corridor.
 - e. Discussion and possible action to declare the former Pryor Creek Police Department property located at 214 S. Mill St. with a legal description of PRYOR ORIGINAL BLK 61, LOTS 5, 6, 7, 8 surplus property.
 - f. Discussion and possible action to approve solicitation of sealed bids for the purchase of the former Pryor Creek Police Department property located at 214 S. Mill St. with notice by publication in a local legal publication specifying bids be submitted to the City of Pryor Creek, City Clerk, due January 6th, 2023 to be opened and read at 2 p.m. on that date in City Council Chamber; and further specifying that the City reserves the right to reject all bids as in the best interest of the City.
 - g. Discussion and possible action regarding the approval of ARPA funds from Fund 05 to be transferred as needed to Fund 87 for the purpose of completing our Emergency Center / Library Expansion projects contracted financial obligations.
 - h. Discussion and possible action to remove from the table Item 4.a. from the November 15th, 2022 meeting.
 - i. Discussion and possible action regarding a request from the Castle Theater Ad Hoc Committee for a sum of \$30,000.00 from General Repair and Maintenance Account #02-201-5091 to be paid to Dawson Roofing for Castle Theater Roofing Project. Other bids were requested from McGill Roofing, AAA Property Restoration, LLC, and Allwine Roofing but were not received.
 - j. Discussion and possible action regarding extending the time of service of the Castle Theater Ad Hoc Committee to March 30th, 2023.
 - k. Discussion and possible action regarding authorizing City of Pryor Creek Street Department to invoice Municipal Utility Board \$19,050.00, to deposit into Fund 14, for additional work performed by Dunham's Asphalt Services, Inc. on the 2021 Street Maintenance Project. The work and the amount is due to unforeseen and required components of utilities relocation during the project. The documentation for this amount is the four items on page 2 of Application and Certification for Payment #5 RET from Dunham's Asphalt Services, Inc., which is included in the packet.
 - l. Discussion and possible action regarding authorization to pay Dunham's Asphalt Services, Inc. on the 2021 Street Maintenance Project the amount of \$14,342.00 from Street Asphalt Overlay Account #14-145-5410 for unforeseen and required components of utilities relocation and street patching as documented. This action is necessary to close out the job and pay all we owe to the contractor.
 - m. Discussion and possible action regarding payment to Municipal Utility Board for three invoices totaling \$20,968.27 from Street Asphalt Overlay Account #14-145-5410 for materials only

which were needed due to unforeseen and required components of the 2021 Street Maintenance Project.

- n. Discussion and possible action calling for an audit and investigation concerning the construction of the new police and fire station as well as the remodel of the library. This investigation and audit would include, but not be limited to the following: plans, bonds, change orders, affidavits, contractor forms and all paperwork and affairs related, but not limited to the above-mentioned projects as well as the indebtedness of the city. This audit and investigation will be independent. Person(s) conducting the audit and investigation will be selected by the City Council and will report directly to the Council.

5. City Attorney's Report:

- a. Discussion and possible action regarding an Ordinance Amending Title 3, Chapter 2A, Section 7 Regarding Mobile Food Services "Restrictions on Location as to Time" by repealing said Section 7 of Title 3, Chapter 2A; and providing for repealer and severability. (Second reading was waived at the November 15th, 2022 Council meeting. No vote was taken for approval of ordinance.)
- b. Discussion and possible action regarding a resolution declaring the eligibility of the City of Pryor Creek to submit an application to the Oklahoma Department of Transportation for use of Transportation Alternatives Program funds.

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 November 15th, 2022 Council meeting.
- b. Approve payroll purchase orders through December 9th, 2022.
- c. Approve claims for purchase orders through December 6th, 2022.
- d. Acknowledge receipt of deficient purchase orders.
- e. Discussion and possible action regarding approval of the 2023 City of Pryor Creek / Municipal Utility Board Holiday Calendar.
- f. Discussion and possible action regarding approval of the schedule for the 2023 City of Pryor Creek Council meetings.
- g. Discussion and possible action regarding approval of the schedule for the 2023 City of Pryor Creek Budget and Personnel Committee meetings.
- h. Discussion and possible action regarding approval of the schedule for the 2023 City of Pryor Creek Street Committee meetings.
- i. Discussion and possible action regarding approval of the schedule for the 2023 City of Pryor Creek Park / Cemetery Board meetings.
- j. Discussion and possible action regarding approval of the schedule for the 2023 City of Pryor Creek Planning and Zoning Commission meetings.
- k. Discussion and possible action regarding approval of the schedule for the 2023 City of Pryor Creek Planning and Zoning Board of Adjustments / Multi-Hazard Mitigation Committee meetings.
- l. Discussion and possible action regarding approval of the schedule for the 2023 City of Pryor Creek Recreation Center Board meetings.
- m. Discussion and possible action regarding approval of the schedule for the 2023 Library Board meetings.
- n. Discussion and possible action regarding approval of the schedule for the 2023 Ordinance and Insurance Committee meetings.
- o. Discussion and possible action regarding approval of the schedule for the 2023 Flood Plain Board meetings.
- p. Discussion and possible action regarding approval of the schedule for the 2023 Hotel / Motel Tax Allocation Board meetings.
- q. Discussion and possible action regarding approval of the schedule for the 2023 Economic Development Trust Authority meetings.
- r. Discussion and possible action regarding approval of the schedule for the 2023 Personnel Board meetings.
- s. Acknowledge 2023 Municipal Utility Board Meeting Schedule.
- t. Discussion and possible action regarding request for waiver of building permit fees for a storage building at the Mayes County Fairgrounds, to be used by Mayes County Emergency Management.
- u. Discussion and possible action regarding an expenditure in the amount of \$2,988.00 to ArchiveSocial, Inc. for the annual social media archiving subscription from General Software Account #02-201-5260.
- v. Discussion and possible action regarding the reappointment of Fred Sordahl to the Economic Development Trust Authority, Seat #3, term ending 1/13/27.
- w. Discussion and possible action regarding the reappointment of Don Berger to the Economic Development Trust Authority, Seat #4, term ending 1/13/27.
- x. Discussion and possible action regarding an expenditure not to exceed \$5,200.00 to Homeland for 100 gifts cards in the amount of \$50.00 each to show appreciation to full-time City

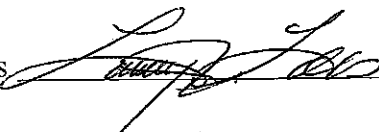
employees and 8 gift cards in the amount of \$25.00 to show appreciation to part-time City employees from the Christmas Employee Appreciation Account #02-201-5333.

- y. Discussion and possible action regarding hiring Zachariah Gipson to Volunteer Firefighter position at the Pryor Creek Fire Department, effective December 7th, 2022.
 - z. Discussion and possible action regarding accepting bid from Tibbets Trucking, in the amount of \$5,150.00 for the demolition of property at 305 N Mayes, owned by Nora Kinion, from Nuisance Abatement Account #46-465-5450. Other bids received: All Terrain Demolition and Excavation, \$6,800.00; Kustom Kutts LLC, \$19,500.00.
 - aa. Discussion and possible action regarding an expenditure in the amount of \$8,539.95 to Pryor Chevrolet for the repair of a 2015 Tahoe (motor replacement), as in the best interest of the city from Police Repair & Maintenance Account #02-215-5092. Jay Hatfield Chevrolet of Vinita is unable to get a motor. Other bids received: Jay Hatfield Chevrolet of Vinita, \$8,157.57; Mike's Tire & Car Care, \$8,557.07. All bids received will come with a 36-month 100,000-mile warranty.
 - bb. Discussion and possible action regarding an expenditure in the amount of \$2,750.00 to Electrical Services, Inc. for repair of the pool pump at the Pryor Creek Recreation Center from Aquatics Repair and Maintenance Account #84-846-5091, from bids received. Other bid received: S&D Electric Motors, Inc., \$3,000.00. This action is pending approval by the Recreation Board on December 5th, 2022.
7. Committee Reports:
- a. Budget and Personnel (Shropshire)
 - b. Ordinance and Insurance (Shropshire)
 - c. Street (Smith)
8. Unforeseeable Business. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)
9. Adjourn.

PRYOR PUBLIC WORKS AUTHORITY

- 1. Call to Order.
- 2. Approve minutes of the November 15th, 2022 meeting.
- 3. Unforeseeable Business. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)
- 4. Adjourn.

FILED DECEMBER 2ND, 2022 AT 5:00 P.M. BY MAYOR LARRY LEES



POSTED ON THE BULLETIN BOARD AT CITY HALL, 12 NORTH ROWE STREET, PRYOR CREEK, OKLAHOMA, DECEMBER 2ND, 2022 AT 5:00 P.M. BY ASSISTANT CITY CLERK CHERYL LEWIS.

