

**NOTICE & AGENDA  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, APRIL 4<sup>TH</sup>, 2023 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
  - j. Clerk's Office
4. Mayor's Report:
  - a. Discussion and possible action regarding the appointment of Bruce Smith to City Council Ward 4 Seat expiring April 30<sup>th</sup>, 2023.
  - b. Swearing in and administration of Oaths of Office to Bruce Smith.
  - c. Discussion and possible action regarding removing from the table Item 4.a. from the March 21<sup>st</sup>, 2023 agenda.
  - d. Discussion and possible action regarding recommendations from the PYO Ad Hoc Committee.
  - e. Discussion and possible action regarding removing from the table Item 4.f. from the March 21<sup>st</sup>, 2023 agenda.
  - f. Discussion and possible action regarding approval to pay the CMS Willowbrook Application and Certificate for Payment No. 25 in the amount of \$24,253.16 from Fund 87 regarding the Emergency Center and Library Expansion Project.
  - g. Discussion and possible action regarding accepting a bid, as in the best interest of the city, from Carlton Utilities LLC in the amount of \$26,500.00, to be paid from Capital Outlay Account #44-445-5448, for metal siding replacement and repairs at the City of Pryor Creek Animal Shelter. Other bids requested and none received.
  - h. Presentation of the Guide for Growth 2023 Initiative for Pryor Creek.
  - i. Discussion and possible action for approval of 2023 Community Development Block Grant/Water/Wastewater (CDBG/W/WW) project documents packet. Project document packet comprised of:
    - i. Adoption of a 2023 CDBG Application Resolution on behalf of the City of Pryor Creek.
    - ii. Authorization of the Mayor or his designee to submit such 2023 CDBG Application on behalf of the City of Pryor Creek to the Oklahoma Department of Commerce.
    - iii. Adoption of a 2023 CDBG Citizen Participation Plan on behalf of the City of Pryor Creek's CDBG application.
    - iv. Adoption of a 2023 CDBG Anti-Displacement and Relocation Plan on behalf of City of Pryor Creek's CDBG application.
    - v. Adoption of a 2023 CDBG's Fair Housing Resolution on behalf of the City of Pryor Creek's CDBG application.
    - vi. Authorization of the Mayor to sign the 2023 CDBG HUD-2880 Disclosure/Update Report on behalf of the City of Pryor Creek's CDBG application.
    - vii. Adoption of the Commitment Resolution of matching funds and authorization of the Mayor to sign 2023 CDBG Verification of Leverage Resolution on behalf of City of Pryor Creek's CDBG application.
    - viii. Adoption of the Commitment Resolution of Matching funds and authorization of the Mayor to sign 2023 CDBG Verification of Leverage, Verification of In-kind and Verification of Equipment & Supplies forms on behalf of City of Pryor Creek's CDBG application.
    - ix. Authorization of the Mayor to sign 2023 CDBG W-9 Taxpayer Certification form on behalf of the City of Pryor Creek's CDBG application.
    - x. Approval of a Grand Gateway Economic Development Association Administration Contract on behalf of the City of Pryor Creek's CDBG application.
    - xi. Approval of all other grant related documents on behalf of the City of Pryor Creek's CDBG application.
  - j. Discussion and possible action regarding quotes received from local real estate agents for nationwide listing of old Police Station at 214 S Mill Street.

5. City Attorney's Report:

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 March 21<sup>st</sup>, 2023 Council meeting.
- b. Approve payroll purchase orders through April 14<sup>th</sup>, 2023.
- c. Approve claims for purchase orders through April 4<sup>th</sup>, 2023.
- d. Acknowledge receipt of deficient purchase orders.
- e. Discussion and possible action regarding providing police escort on May 6<sup>th</sup>, 2023 from 7:55 a.m. to 9:00 a.m. from the William Bradford Christian School entrance on NE 1<sup>st</sup> Street West to Gaither Road and North to 5<sup>th</sup> Street for the William Bradford Christian School 5k Fun Run.
- f. Discussion and possible action regarding removing from the table Item 6.bb. from the March 21<sup>st</sup>, 2023 agenda.
- g. Discussion and possible action regarding declaring surplus 19 expired sets of body armor at the Pryor Creek Police Department and disposing of same as scrap.
- h. Discussion and possible action regarding removing from the table Item 6.dd. from the March 21<sup>st</sup>, 2023 agenda.
- i. Discussion and possible action regarding declaring surplus of approximately 123 bicycles and 3 push scooters awarded to the City of Pryor Creek by Mayes County District Court and donating same to BACA (Bikers Against Child Abuse) and One Bike 918.
- j. Discussion and possible action regarding accepting a bid from M & M Properties, LLC in the amount of \$12,804.00 for repair of Whitaker Park Pool building from Park Pool Repair & Maintenance Account #02-219-5099. \$12,275.54 is to be paid from the OMAG insurance settlement with Progressive Casualty Insurance Company, with a difference of \$528.46. One other bid was received: GW Construction & Fencing Co. in the amount of \$15,553.00. One other bid was requested from Cagle Construction and Supply but was not received.
- k. Discussion and possible action regarding the purchase of a JNPR-MX 204 Juniper Universal Services Edge Router for the City WiFi in the amount of \$10,956.00 from our tech service provider FIT and waiving the bid requirements as in the best interest of the city. To be expensed from Real Property Acquisition - Google WiFi Account #46-465-5422.
- l. Discussion and possible action regarding an expenditure in the amount of \$10,168.09 from Mike's Tire & Car Care, LLC for new engine replacement for the 2004 Chevrolet Silverado 3500 for the Pryor Creek Street Department from bids received, from Street Repair & Maintenance Account #14-145-5342. Other bids received: Pryor Chevrolet Buick GMC - \$10,723.00; Suburban Chevrolet - \$11,928.15.
- m. Discussion and possible action regarding an expenditure in the amount of \$3,337.21 to Warren Cat at State Contract price for repairs to the Street Department 2013 backhoe from Street Repair and Maintenance Account #14-145-5342.
- n. Discussion and possible action regarding engineering evaluation and study for repair and maintenance of all downtown alleys within the boundaries of Mill Street to Hogan Street and NE 1<sup>st</sup> Street to SE 1<sup>st</sup> Street as shown on the diagram, as well as the alley between Mill and Adair Streets South of SE 3<sup>rd</sup> at the donut shop, then North to SE 1<sup>st</sup> Street. The engineer's estimate for this work is \$180,578.00.
- o. Discussion and possible action regarding the transfer of Jessica Reger Assistant Recreation Center Director (Range E, Step 2) to Fitness Coordinator (Range D, Step 2) upon the resignation of Kelsie Brooke who will be resigning effective May 12<sup>th</sup>, 2023. This action is pending approval at Recreation Board Meeting Monday, April 3<sup>rd</sup>, 2023.
- p. Discussion and possible action regarding filling the vacant budgeted Recreation Center Receptionist/Front Desk Position at Range A, Step 1 (annual wage-\$31,200.00).
- q. Discussion and possible action regarding an expenditure in the amount of \$4,950.00 to JayCo Heat & Air for a new heat exchanger in the Recreation Center lobby HVAC unit from Recreation Repair and Maintenance Account #84-845-5091. Other bids received: Melton's A/C Appliance - \$5,276.05; Masters Heating/Cooling - \$7,940.00. This action is pending approval at Recreation Board Meeting Monday, April 3<sup>rd</sup>, 2023.
- r. Discussion and possible action regarding accepting bid from Oklahoma Mowing Company in the amount of \$1,015.00 as a monthly charge for weekly/biweekly lawn maintenance and landscape maintenance for Pryor Creek Recreation Center from Recreation Groundskeeping Account #84-845-5047 from bids received. Other bids received: Creative Vision Lawn Care, in the amount of \$1,600.00; a third bid was requested but not received. This action is pending approval at Recreation Board Meeting Monday, April 3<sup>rd</sup>, 2023.

7. Committee Reports:

- a. Budget and Personnel (Shropshire)
- b. Ordinance and Insurance (Shropshire)
- c. Street

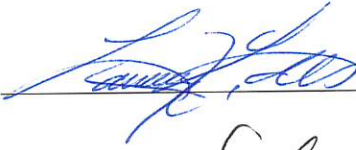
8. Unforeseeable Business. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

9. Adjourn.

**PRYOR PUBLIC WORKS AUTHORITY**

1. Call to Order.
2. Approve minutes of the March 21<sup>st</sup>, 2023 meeting.
3. Unforeseeable Business. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)
4. Adjourn.

FILED MARCH 31<sup>ST</sup>, 2023 AT 5:00 P.M. BY MAYOR LARRY LEES.



POSTED ON THE BULLETIN BOARD AT CITY HALL, 12 NORTH ROWE STREET, PRYOR CREEK, OKLAHOMA, MARCH 31<sup>ST</sup>, 2023 AT

5:00 P.M. BY ASSISTANT CITY CLERK CHERYL LEWIS.

