

**MINUTES
BUDGET AND PERSONNEL
REGULAR MEETING
TUESDAY, JANUARY 12TH, 2021
5:30 P.M.**

THE BUDGET AND PERSONNEL COMMITTEE MET IN REGULAR SESSION IN THE COUNCIL CHAMBER AT 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

Committee Members: Briana Brakefield, Choya Shropshire, Yolanda Thompson, Randy Chitwood (alt.)

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:30 p.m. by Briana Brakefield. Members present: Briana Brakefield, Choya Shropshire and Yolanda Thompson. Members absent: none.

Others present: Mayor Larry Lees, City Clerk Eva Smith, City Accountant Jeff Kolker, Police Chief Dennis Nichols, Police Captain Kevin Tramel, Police Officer Dustin VanHorn, Animal Control Officer Becki Sams-Benham, Fire Chief BK Young, Kemmie Shropshire and Terry Aylward.

2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE DECEMBER 8TH, 2020 REGULAR MEETING.

Motion was made by Shropshire, second by Thompson to approve the minutes of the December 8th, 2020 regular meeting. All voted yes.

3. MAYOR'S REPORT.

a. Tax Reports.

Mayor reported that annualized total for Sales, Use and Tobacco tax are approximately \$10,500,000. As more construction begins, it is likely that Use tax will increase.

b. Review of Financial Status.

The City continues to do well.

4. MID-YEAR BUDGET REVIEW.

No action. City Accountant Jeff Kolker provided two hand-outs, included. Kolker talked through each budget, comparing revenues vs. expenditures, and stated that overall, funds are healthy. He reported an estimated \$400,000 net gain in the General Fund so far this fiscal year.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING ADJUSTMENT OF CAPITAL OUTLAY BUDGET.

Motion was made by Thompson, second by Shropshire to discuss adjustment of Capital Outlay Budget. Mayor stated that the fund is healthy and he recommends we not make any changes at this time but watch it closely. He stated that he will gladly update the Committee on this fund monthly going forward. No further action was taken.

6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING DETERMINING ACCOUNT FOR ROOFING PROJECT AT THE CHAMBER OF COMMERCE BUILDING IN THE AMOUNT OF \$51,444.00 TO ALLWINE ROOFING & CONSTRUCTION, INC. ORIGINALLY APPROVED THROUGH GENERAL FUND CAPITAL OUTLAY ACCOUNT #02-201-5411.

Motion was made by Shropshire, second by Thompson to recommend Council action regarding determining account for roofing project at the Chamber of Commerce building in the amount of \$51,444.00 to Allwine Roofing & Construction, Inc. originally approved through General Fund Capital

Outlay Account #02-201-5411. Mayor recommended that this expenditure remain as approved from General Fund Capital Outlay Account #02-201-5411. All voted yes.

7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING DETERMINING ACCOUNT FOR NEW RESTROOMS AT WHITAKER PARK IN THE AMOUNT OF \$163,900.00 TO MAGNUM CONSTRUCTION, INC. ORIGINALLY APPROVED THROUGH PARKS CAPITAL OUTLAY ACCOUNT #44-445-5415.

Motion was made by Thompson, second by Shropshire to recommend Council action regarding determining account for new restrooms at Whitaker Park in the amount of \$163,900.00 to Magnum Construction, Inc. originally approved through Parks Capital Outlay Account #44-445-5415.

Mayor recommended this item be amended to pay from a new expenditure line item, Whitaker Park Restroom Account #87-875-5431, which is the bond account. All voted yes.

8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING HIRING DUSTY HOPPER TO FILL VACANT POSITION AT THE PARKS DEPARTMENT AT RANGE D, STEP 1 (ANNUAL WAGE - \$32,534.00), EFFECTIVE JANUARY 20TH, 2021.

Motion was made by Thompson, second by Shropshire to recommend Council action regarding hiring Dusty Hopper to fill vacant position at the Parks Department at Range D, Step 1 (annual wage - \$32,534.00), effective January 20th, 2021. All voted yes.

9. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING PROMOTION OF CEMETERY EMPLOYEE CHARLES BRUCH FROM RANGE C, STEP 3 TO RANGE D, STEP 3 (ANNUAL WAGE - \$36,601.00), EFFECTIVE JANUARY 20TH, 2021.

Motion was made by Shropshire, second by Thompson to recommend Council action regarding promotion of Cemetery employee Charles Bruch from Range C, Step 3 to Range D, Step 3 (annual wage - \$36,601.00), effective January 20th, 2021. All voted yes.

10. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE IN THE AMOUNT OF \$2,375.86 TO STRYKER FOR THE PURCHASE OF ONE (1) LIFEPAK 1000 AND ELECTRODE PACKS FOR THE PRYOR CREEK FIRE DEPARTMENT AT STATE BID PRICE FROM FIRE CAPITAL OUTLAY ACCOUNT #44-445-5422.

Motion was made by Shropshire, second by Thompson to recommend Council action regarding an expenditure in the amount of \$2,375.86 to Stryker for the purchase of one (1) LIFEPAK 1000 and electrode packs for the Pryor Creek Fire Department at State bid price from Fire Capital Outlay Account #44-445-5422. Chief Young stated that the AED on Engine 3 has phased out. This system will work with all the systems in the County. All voted yes.

11. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE IN THE AMOUNT OF \$17,625.00 TO CASCO FOR THE PURCHASE OF ONE (1) BAUER LEGACY 13 BREATHING AIR COMPRESSOR AND INSTALLATION START-UP AT STATE BID PRICE FROM FIRE CAPITAL OUTLAY ACCOUNT #44-445-5422.

Motion was made by Thompson, second by Shropshire to recommend Council action regarding an expenditure in the amount of \$17,625.00 to Casco for the purchase of one (1) Bauer Legacy 13 Breathing Air Compressor and installation start-up at State bid price from Fire Capital Outlay Account #44-445-5422. Chief Young stated that they have been anticipating this expense for a while. The new equipment will eliminate the monthly fee to Airgas. All voted yes.

12. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE IN THE AMOUNT OF \$8,380.00 TO CASCO FOR THE PURCHASE OF ONE (1) BAUER 4-BANK

6000 PSI UN CYLINDER AND TWO (2) WALL MOUNT RETAINERS AT STATE BID PRICE FROM FIRE CAPITAL OUTLAY ACCOUNT #44-445-5422.

Motion was made by Shropshire, second by Thompson to recommend Council action regarding an expenditure in the amount of \$8,380.00 to Casco for the purchase of one (1) Bauer 4-Bank 6000 PSI UN Cylinder and two (2) wall mount retainers at State bid price from Fire Capital Outlay Account #44-445-5422. All voted yes.

13. PETITIONS FROM THE AUDIENCE.

There were no petitions.

14. UNFORESEEABLE BUSINESS. (Any matter not reasonably foreseen prior to posting agenda.)

There was no unforeseeable business.

15. ADJOURN.

Motion was made by Thompson, second by Shropshire to adjourn at 6:00 p.m. All voted yes.