

**MINUTES
BUDGET AND PERSONNEL
REGULAR MEETING
TUESDAY, SEPTEMBER 14TH, 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, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Police Captain Kevin Tramel, Police Officer Dustin VanHorn, Park Board Superintendent Frank Powell and Kemmie Shropshire.

2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE AUGUST 10TH, 2021 REGULAR MEETING.

Motion was made by Shropshire, second by Thompson to approve the minutes of the August 10th, 2021 regular meeting. All voted yes.

3. PETITIONS FROM THE AUDIENCE.

There were no petitions.

4. MAYOR'S REPORT.

a. Tax Reports.

Mayor reported that taxes continue to be steady. He annualized them as: Sales Tax - \$10,083,617.00, Use Tax - \$827,434.00, and Tobacco Tax - \$88,972.00, for a total of \$11,023,000.00. He realizes that it is still early in the year, so these are not the expected numbers for year-end, but we will continue to monitor them.

b. Review of Financial Status.

No report.

Brakefield moved to Item 16.

16. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION AMENDING THE 2021-2022 STREET BUDGET PURSUANT TO COUNCIL ACTION, ITEM 6.H. ON SEPTEMBER 7TH, 2021 ADJUSTING LINE ITEM #14-145-5410 FROM \$691,779.00 TO \$733,123.00 AND CHANGING THE STREET BUDGET TOTAL TO \$2,540,672.69.

Motion was made by Thompson, second by Shropshire to recommend Council action amending the 2021-2022 Street Budget pursuant to Council action, item 6.h. on September 7th, 2021 adjusting line item #14-145-5410 from \$691,779.00 to \$733,123.00 and changing the Street Budget total to \$2,540,672.69. All voted yes.

Brakefield moved back to Item 5.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE IN THE AMOUNT OF \$40,075.00 TO SUPERIOR AUTO GROUP FOR THE PURCHASE OF A 2021 CHEVY TAHOE SSV-4WD FOR THE PRYOR CREEK POLICE DEPARTMENT, FROM PROPERTY DAMAGE ACCOUNT #96-965-5560 (BALANCE AS OF JUNE 30TH, 2021,

\$50,808.03). THIS IS THE ONLY POLICE TAHOE THAT HAS BEEN LOCATED; ORDERING FOR 2022 TAHOES HAS ALREADY BEEN CLOSED. MARK ALLEN CHEVROLET HAS A 4WD CIVILIAN MODEL FOR \$55,600.00 AND JIM NORTON CHEVROLET HAS A 2WD CIVILIAN MODEL FOR \$50,000.00.

Motion was made by Shropshire, second by Thompson to recommend Council action regarding an expenditure in the amount of \$40,075.00 to Superior Auto Group for the purchase of a 2021 Chevy Tahoe SSV-4WD for the Pryor Creek Police Department, from Property Damage Account #96-965-5560 (balance as of June 30th, 2021, \$50,808.03). This is the only Police Tahoe that has been located; ordering for 2022 Tahoes has already been closed. Mark Allen Chevrolet has a 4WD civilian model for \$55,600.00 and Jim Norton Chevrolet has a 2WD civilian model for \$50,000.00.

Nichols stated that the department has an aging fleet. This vehicle will replace a 2014 model that will be rolled down in the fleet. The new vehicle will be for administrative use. All voted yes.

6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING PROMOTION OF DON FRALEY FROM LABORER - RANGE A, STEP 2 (ANNUAL WAGE - \$30,516.00) TO A OPERATOR - RANGE D, STEP 2 (ANNUAL WAGE - \$36,157.00), EFFECTIVE 10/02/21.

Motion was made by Thompson, second by Shropshire to recommend Council action regarding promotion of Don Fraley from Laborer - Range A, Step 2 (annual wage - \$30,516.00) to A Operator - Range D, Step 2 (annual wage - \$36,157.00), effective 10/02/21. All voted yes.

7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING PURCHASE OF A 2022 JOHN DEERE GATOR XUV865M FROM DEERE & COMPANY AT STATE BID PRICE OF \$18,359.18, WHICH INCLUDES TRADE-IN CREDIT OF \$1,700.00, FROM CEMETERY CAPITAL OUTLAY ACCOUNT #44-445-5413.

Motion was made by Shropshire, second by Thompson to recommend Council action regarding purchase of a 2022 John Deere Gator XUV865M from Deere & Company at State bid price of \$18,359.18, which includes trade-in credit of \$1,700.00, from Cemetery Capital Outlay Account #44-445-5413.

Powell stated that this equipment will replace a 12-year-old model that would cost \$1,500.00 to repair. All voted yes.

8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING PURCHASE OF A JOHN DEERE Z997R DIESEL NA MOWER FROM DEERE & COMPANY AT STATE BID PRICE OF \$19,728.38, WHICH INCLUDES TRADE-IN CREDIT OF \$750.00, FROM CEMETERY CAPITAL OUTLAY ACCOUNT #44-445-5413.

Motion was made by Thompson, second by Shropshire to recommend Council action regarding purchase of a John Deere Z997R Diesel NA mower from Deere & Company at State bid price of \$19,728.38, which includes trade-in credit of \$750.00, from Cemetery Capital Outlay Account #44-445-5413.

Powell explained that this equipment would cost \$3,000.00 to repair, because the rear end is going out in it. All voted yes.

9. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING PURCHASE OF A 2022 JOHN DEERE GATOR XUV865M FROM DEERE & COMPANY AT STATE BID PRICE OF \$17,609.18, WHICH INCLUDES TRADE-IN CREDIT OF \$2,450.00, FROM PARKS CAPITAL OUTLAY ACCOUNT #44-445-5415.

Motion was made by Shropshire, second by Thompson to recommend Council action regarding purchase of a 2022 John Deere Gator XUV865M from Deere & Company at State bid price of \$17,609.18, which includes trade-in credit of \$2,450.00, from Parks Capital Outlay Account #44-445-5415. All voted yes.

10. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING AN EXPENDITURE IN THE AMOUNT OF \$47,270.00 TO MERRITT TENNIS & TRACK SYSTEMS FOR REPAIR AND RESURFACING OF FOUR (4) COURTS AT THE PRYOR CREEK WHITAKER PARK FROM PARKS CAPITAL OUTLAY ACCOUNT #44-445-5415.

Motion was made by Thompson, second by Shropshire to recommend Council action regarding an expenditure in the amount of \$47,270.00 to Merritt Tennis & Track Systems for repair and resurfacing of four (4) courts at the Pryor Creek Whitaker Park from Parks Capital Outlay Account #44-445-5415.

Powell explained that John Henzel has done the courts for years, but due to a number of issues, he chose not to bid on our project this time. Henzel could have done all eight courts for this price. Merritt is the only other company in the state that does this work. Thompson suggested that we reach out to the school district and see if they would be willing to assist with the cost to do more courts. Mayor stated he will be happy to help in reaching out to them. All voted yes.

11. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING HOTEL / MOTEL FINAL EXPENSE REPORT FROM PRYOR AREA CHAMBER OF COMMERCE FOR THE 2020 CHRISTMAS PARADE OF LIGHTS, IN THE AMOUNT OF \$1,532.95 FROM ACCOUNT #75-755-5092.

Motion was made by Shropshire, second by Thompson to recommend Council action regarding Hotel / Motel Final Expense Report from Pryor Area Chamber of Commerce for the 2020 Christmas Parade of Lights, in the amount of \$1,532.95 from Account #75-755-5092. All voted yes.

12. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING HOTEL / MOTEL TAX ALLOCATION FOR THE 2021-2022 FISCAL YEAR.

- A. PRYOR AREA CHAMBER OF COMMERCE - 40% - \$43,737.40**
- B. PRYOR PUBLIC SCHOOLS - 20% - \$21,868.70**
- C. PRYOR MAIN STREET - 10% - \$10,934.35**

Motion was made by Thompson, second by Shropshire to recommend Council action regarding Hotel / Motel Tax Allocation for the 2021-2022 fiscal year.

- a. Pryor Area Chamber of Commerce - 40% - \$43,737.40
- b. Pryor Public Schools - 20% - \$21,868.70
- c. Pryor Main Street - 10% - \$10,934.35

All voted yes.

13. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE HOTEL / MOTEL TAX GRANT APPLICATION FOR PRYOR PATCHERS QUILT GUILD QUILT SHOW SEPTEMBER 17TH - 18TH, 2021, IN THE AMOUNT OF \$3,000.00 (SPECIFICALLY TOWARD MAYES COUNTY FAIRGROUND RENTAL, JUDGE FEES, SUPPLIES AND RENTALS).

Motion was made by Shropshire, second by Thompson to recommend Council action to approve Hotel / Motel Tax Grant Application for Pryor Patchers Quilt Guild Quilt Show September 17th - 18th, 2021, in the amount of \$3,000.00 (specifically toward Mayes County Fairground rental, judge fees, supplies and rentals). All voted yes.

14. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE HOTEL / MOTEL TAX GRANT APPLICATION FOR PRYOR AREA ARTS AND HUMANITIES NORTHEAST OKLAHOMA AREA ARTISTS SHOW OCTOBER 8TH - 16TH, 2021, IN THE AMOUNT OF \$2,000.00.

Motion was made by Thompson, second by Shropshire to recommend Council action to approve Hotel / Motel Tax Grant Application for Pryor Area Arts and Humanities Northeast Oklahoma Area Artists Show October 8th - 16th, 2021, in the amount of \$2,000.00. All voted yes.

15. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE HOTEL / MOTEL TAX GRANT APPLICATION FOR PRYOR AREA CHAMBER OF COMMERCE 2021 CHRISTMAS PARADE OF LIGHTS ON DECEMBER 2ND, 2021, IN THE AMOUNT OF \$2,425.00 (SPECIFICALLY TOWARD SOUND SYSTEM RENTAL, DINNER FOR FLOAT JUDGES AND ALL-DAY VOLUNTEERS, PLAQUES FOR COMMERCIAL ENTRIES, GRAND MARSHAL, TELEVISION PERSONALITIES).

Motion was made by Shropshire, second by Thompson to recommend Council action to approve Hotel / Motel Tax Grant Application for Pryor Area Chamber of Commerce 2021 Christmas Parade of Lights on December 2nd, 2021, in the amount of \$2,425.00 (specifically toward sound system rental, dinner for float judges and all-day volunteers, plaques for commercial entries, grand marshal, television personalities). All voted yes.

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

There was no unforeseeable business.

18. ADJOURN.

Motion was made by Thompson, second by Shropshire to adjourn at 6:03 p.m. All voted yes.