

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, JULY 7<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 Steve Smith. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Jon Ketcher, Choya Shropshire, Dennis Nance (via telephone), Steve Smith, Randy Chitwood, Briana Brakefield, Jimmy Tramel and Yolanda Thompson. Members absent: none.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Emergency Management Director Johnny Janzen, Street Superintendent Buddy Glenn, Golf Superintendent Dennis Bowman and Library Director Cari Rerat.

Others present: Police Captain Kevin Tramel, MUB General Manager Jared Crisp, Recreation Center Board Chairman Houston Brittain, Kemie Shropshire and Terry Aylward.

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

There were no petitions.

**3. DEPARTMENT HEAD REPORTS IF NEEDED.**

**a. Building Inspector**

No report.

**b. Emergency Management**

Janzen reported that FEMA has signed off on the Golf Course relief funds.

**c. Fire**

No report.

**d. Golf**

Bowman reported that the first thing on his list is always safety, and they have been using the new misters. The fiscal year ended really good. They hosted the Northeast Oklahoma Veteran's Tournament. They were busy over the Fourth of July holiday. They will be hosting the Lions Club Night Tournament. He also reported that they are in need of a maintenance building.

**e. Library**

Rerat reported that they are wrapping up the fiscal year.

**f. Parks / Cemetery**

No report.

**g. Police**

Nichols reported that the department is staying busy.

**h. Recreation Center**

Recreation Center Board Chairman Houston Brittain updated the Council.

**i. Street**

Glenn reported that they have been dipping ditches, installing driveway pipe and cleaning ditches out on the West side. He reported that they have gone through the alleys. One skid steer is down right now.

**4. MAYOR'S REPORT:**

**a. Presentation by Municipal Utility Board General Manager Jared Crisp.**

No action. Jared Crisp spoke to the Council.

**b. Discussion and possible action regarding an increase in the residential water rates inside the Corporate City Limits of Pryor Creek from \$4.50 per 1,000 gallons to \$4.52 per 1,000 gallons effective August 2020 billing.**

Motion was made by Shropshire, second by Chitwood to approve an increase in the residential water rates inside the Corporate City Limits of Pryor Creek from \$4.50 per 1,000 gallons to \$4.52 per 1,000 gallons effective August 2020 billing. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

**c. Opening of sealed bids for items declared surplus at the Pryor Creek Golf Course.**

**i. Discussion and possible action regarding bids received for Progressive Pro-Flex Mower.**

Motion was made by Ketcher, second by Smith to approve only bid received for Progressive Pro-Flex Mower in the amount of \$300.00 submitted by John Kent. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

**ii. Discussion and possible action regarding bids received for Canon 3570 Printer.**

No bids were received.

**iii. Discussion and possible action regarding bids received for 1973 Chevy Cab & Chassis.**

Motion was made by Chitwood, second by Smith to approve only bid received for 1973 Chevy Cab & Chassis in the amount of \$200.00 submitted by Garrett Ball. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

**iv. Discussion and possible action regarding bids received for Ransomes Fairway Hydraulic Reel Mower.**

No bids received.

**v. Discussion and possible action regarding bids received for 1991 Dodge Pickup.**

No bids received.

**vi. Discussion and possible action regarding bids received for 1988 International Street Sweeper.**

No bids received.

**vii. Discussion and possible action regarding bids received for National 84" Triplex Vanguard Mower.**

No bids received.

**viii. Discussion and possible action regarding bids received for Jacobsen Turf Cat w/deck.**

Motion was made by Shropshire, second by Nance to approve only bid received for Jacobsen Turf Cat w/deck in the amount of \$857.00 submitted by John Kent. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. Voting no: none.

**d. Discussion and possible action regarding declaring any items not receiving bids as items to be disposed of as salvage or junk value.**

Motion was made by Chitwood, second by Brakefield to approve declaring any items not receiving bids as items to be disposed of as salvage or junk value. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

**e. Discussion and possible action concerning authorization by the City to the Economic Development Trust Authority to proceed with development of 173.1 acres more or less of land deeded by Tom Giles to the City generally located North of 480 Road and South of 470 Road and East of Highway 69.**

Motion was made by Smith, second by Chitwood to approve authorization by the City to the Economic Development Trust Authority to proceed with development of 173.1 acres more or less of land deeded by Tom Giles to the City generally located North of 480 Road and South of 470 Road and East of Highway 69.

Motion and second were then amended to include "proposed" before "development." Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

**f. Discussion and possible action to elect Choya Shropshire to serve on the Personnel Board for the City of Pryor Creek "Seat 1" for the remaining unexpired term of "Seat 1" to expire at 7:30 p.m. on the first Monday in May in the year of 2024. This action is being taken to fill "Seat 1" of the Personnel Board which has remained open and unfilled from and after the expiration of the 6-year term which expired May of 2012.**

Motion was made by Thompson, second by Smith to approve electing Choya Shropshire to serve on the Personnel Board for the City of Pryor Creek "Seat 1" for the remaining unexpired term of "Seat 1" to expire at

7:30 p.m. on the first Monday in May in the year of 2024. This action is being taken to fill "Seat 1" of the Personnel Board which has remained open and unfilled from and after the expiration of the 6-year term which expired May of 2012. Voting yes: Tramel, Thompson, Smith, Brakefield. Abstaining, counting as a no vote: Shropshire. Voting no: Ketcher, Nance, Chitwood. Mayor voted yes to break the tie. Motion passed.

**g. Discussion and possible action to elect Yolanda Thompson to serve on the Personnel Board for the City of Pryor Creek "Seat 2" for the remaining unexpired term of "Seat 2" to expire at 7:30 p.m. on the first Monday in May in the year of 2026. This action is being taken to fill "Seat 2" of the Personnel Board which has remained open and unfilled from and after the expiration of the 6-year term which expired May of 2008.**

Motion was made by Tramel, second by Nance to approve electing Yolanda Thompson to serve on the Personnel Board for the City of Pryor Creek "Seat 2" for the remaining unexpired term of "Seat 2" to expire at 7:30 p.m. on the first Monday in May in the year of 2026. This action is being taken to fill "Seat 2" of the Personnel Board which has remained open and unfilled from and after the expiration of the 6-year term which expired May of 2008. Voting yes: Thompson, Shropshire, Smith, Brakefield, Tramel. Voting no: Ketcher, Nance, Chitwood.

**h. Discussion and possible action to elect Briana Brakefield to serve on the Personnel Board for the City of Pryor Creek "Seat 3" for the remaining unexpired term of "Seat 3" to expire at 7:30 p.m. on the first Monday in May in the year of 2022. This action is being taken to fill "Seat 3" of the Personnel Board which has remained open and unfilled from and after the expiration of the 6-year term which expired May of 2010.**

Motion was made by Thompson, second by Shropshire to approve electing Briana Brakefield to serve on the Personnel Board for the City of Pryor Creek "Seat 3" for the remaining unexpired term of "Seat 3" to expire at 7:30 p.m. on the first Monday in May in the year of 2022. This action is being taken to fill "Seat 3" of the Personnel Board which has remained open and unfilled from and after the expiration of the 6-year term which expired May of 2010. Voting yes: Shropshire, Smith, Tramel, Thompson. Abstaining, counting as a no vote: Brakefield. Voting no: Ketcher, Nance, Chitwood. Mayor voted yes to break the tie. Motion passed.

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

##### **a. Public Hearing on Alleged Public Nuisances:**

- Mowing. Property owned by Matt Miller, Mayor Roach Addition, BLK 3, Lots 11, 12 (25 S. Pine Street)**
- Mowing. Property owned by Julian Campbell, Mayor Roach Addition, BLK 3, Lot 10 (29 S. Pine Street)**
- Mowing. Property owned by Michael Daniel Vernon, Mayor Roach Addition, BLK 3, Lot 9 (33 S. Pine Street)**

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

None of the property owners were present.

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

**b. Discussion and possible action on information from Public Hearing on Alleged Public Nuisance:**  
**Mowing. Property owned by Matt Miller, Mayor Roach Addition, BLK 3, Lots 11, 12 (25 S. Pine Street)**

Motion was made by Chitwood, second by Tramel to declare Public Nuisance: Mowing, the property owned by Matt Miller, Mayor Roach Addition, BLK 3, Lots 11, 12 (25 S. Pine Street). Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. Voting no: none.

**c. Discussion and possible action on information from Public Hearing on Alleged Public Nuisance:**  
**Mowing. Property owned by Julian Campbell, Mayor Roach Addition, BLK 3, Lot 10 (29 S. Pine Street)**

Motion was made by Shropshire, second by Chitwood to declare Public Nuisance: Mowing, the property owned by Julian Campbell, Mayor Roach Addition, BLK 3, Lot 10 (29 S. Pine Street). Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

**d. Discussion and possible action on information from Public Hearing on Alleged Public Nuisance:**  
**Mowing. Property owned by Michael Daniel Vernon, Mayor Roach Addition, BLK 3, Lot 9 (33 S. Pine Street)**

Motion was made by Tramel, second by Shropshire to declare Public Nuisance: Mowing, the property owned by Michael Daniel Vernon, Mayor Roach Addition, BLK 3, Lot 9 (33 S. Pine Street). Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

**e. 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.)

*(Scrivener’s Error on Agenda. Should have been 6. Consent Agenda.)*

- a. Approve minutes of the June 16<sup>th</sup>, 2020 Council meeting.
- b. Approve payroll purchase orders through July 10<sup>th</sup>, 2020.
- c. Approve claims for purchase orders through July 7<sup>th</sup>, 2020.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1920192711 - 1920192684	156,776.16
STREET & DRAINAGE	1920192693 - 1920192515	37,236.11
GOLF COURSE	1920192649 - 1920192735	38,828.57
CAPITAL OUTLAY	1920192490 - 1920192746	4,988.90
RECREATION CENTER	1920192708 - 1920192707	31,244.06
PPWA	1920192625 - 1920192740	4,400.00
E-911	1920192668 - 1920192671	4,183.70
DONATIONS CASH FUND	1920192681 - 1920192631	1,555.94
<b>TOTAL</b>		<b>279,213.44</b>
<b>NO BLANKETS</b>		

- d. Acknowledge receipt of deficient purchase orders.  
*There were no deficient purchase orders.*
- e. Discussion and possible action regarding removing from the table Item 5.p. of the June 16<sup>th</sup>, 2020 Council agenda.
- f. Discussion and possible action regarding contract renewal with Retail Attractions for Fiscal Year 2020-2021 in the amount of \$4,000.00 per month for twelve (12) months from General Outside Services Account #02-201-5075.
- g. Discussion and possible action regarding rehire of Darnell Jerome Hopkins as Assistant Director of the Pryor Creek Recreation Center, effective July 8<sup>th</sup>, 2020, as recommended by the Recreation Center Board at Range E, Step 2 (annual wage - \$39,117.00). *(Scrivener’s Error: Agenda read annual wage - \$38,052.00.)*
- h. Discussion and possible action regarding reappointment of Ivrie Shearin to Seat #3 of the Library Board, term ending June 30<sup>th</sup>, 2023.
- i. Discussion and possible action regarding reappointment of Marty Wenger to Seat #5 of the Library Board, term ending June 30<sup>th</sup>, 2023.
- j. Discussion and possible action regarding accepting the bid from Paddock Enterprises, Inc. in the amount of \$74,297.00 as the only bid received for the Recreation Center Pool Update project from Aquatic Repair and Maintenance Account #84-846-5091.
- k. Discussion and possible action regarding an expenditure in the amount of \$21,225.92 to Motorola Solutions Inc. for upgrade to 800mhz radio system for the police department: \$20,180.92 for the repeater, \$1,045.00 for the antenna system (State Contract pricing). These two items were previously approved by Council at the June 16th, 2020 meeting to be paid to Muskogee Communications, should have been to Motorola Solutions. Total approved price was \$39,583.91. Remaining balance for additional equipment still to be paid to Muskogee Communications from Account #02-215-5091.
- l. Discussion and possible action to authorize the Animal Shelter to seek quotes on the replacement and repair of metal walls and trim at the Rocking G animal shelter. Metal has deteriorated due to sanitation and moisture damage. To be paid from Capital Outlay Properties Account #44-445-5419.
- m. Discussion and possible action regarding bids received for demolition of property at 203 N. Adair and accepting low bid of \$7,200.00 from Wade’s Wrecker Service from Account #46-465-5450. Other bid received: \$12,000.00 from Procure Lawn and Landscape.
- n. Discussion and possible action regarding bids received for abatement of property at 54 Pine and accepting low bid of \$1,000.00 from Pest Off Exterminators from Account #46-465-5450. Other bids received: Procure Lawn & Landscape, \$2,500.00 and Wade’s Wrecker Service, \$2,800.00.
- o. Discussion and possible action regarding approval of the RFP from Infrastructure Solutions Group, LLC, and naming Steve Powell as the City Engineer for the City of Pryor Creek for fiscal year 2020-2021.

Motion was made by Smith, second by Brakefield to approve items a – o, less items a, e, f, g, l and o. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

**a. Approve minutes of the June 16<sup>th</sup>, 2020 Council meeting.**

Motion was made by Chitwood, second by Thompson to approve minutes of the June 16<sup>th</sup>, 2020 Council meeting. Voting yes: Thompson, Ketcher, Shropshire, Nance, Brakefield, Tramel. Abstaining, counting as a no vote: Smith and Chitwood. Voting no: none.

**e. Discussion and possible action regarding removing from the table Item 5.p. of the June 16<sup>th</sup>, 2020 Council agenda.**

Motion was made by Tramel, second by Brakefield to remove from the table Item 5.p. of the June 16<sup>th</sup>, 2020 Council agenda. Voting yes: Shropshire and Tramel. Voting no: Ketcher, Nance, Smith, Chitwood, Brakefield, Thompson. Motion failed.

**f. Discussion and possible action regarding contract renewal with Retail Attractions for Fiscal Year 2020-2021 in the amount of \$4,000.00 per month for twelve (12) months from General Outside Services Account #02-201-5075.**

Motion was made by Brakefield, second by Smith to take no action. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Thompson, Ketcher. Voting no: Tramel.

**g. Discussion and possible action regarding rehire of Darnell Jerome Hopkins as Assistant Director of the Pryor Creek Recreation Center, effective July 8<sup>th</sup>, 2020, as recommended by the Recreation Center Board at Range E, Step 2 (annual wage - \$39,117.00). (Scrivener's Error: Agenda read annual wage - \$38,052.00.)**

Motion was made by Shropshire, second by Thompson to approve rehire of Darnell Jerome Hopkins as Assistant Director of the Pryor Creek Recreation Center, effective July 8<sup>th</sup>, 2020, as recommended by the Recreation Center Board at Range E, Step 2 (annual wage - \$39,117.00). Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

**l. Discussion and possible action to authorize the Animal Shelter to seek quotes on the replacement and repair of metal walls and trim at the Rocking G animal shelter. Metal has deteriorated due to sanitation and moisture damage. (To be paid from Capital Outlay Properties Account #44-445-5419.)**

Motion was made by Chitwood, second by Smith to approve authorizing the Animal Shelter to seek quotes on the replacement and repair of metal walls and trim at the Rocking G animal shelter. Metal has deteriorated due to sanitation and moisture damage. (To be paid from Capital Outlay Properties Account #44-445-5419.) Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

**o. Discussion and possible action regarding approval of the RFP from Infrastructure Solutions Group, LLC, and naming Steve Powell as the City Engineer for the City of Pryor Creek for fiscal year 2020-2021.**

Motion was made by Smith, second by Shropshire to approve the RFP from Infrastructure Solutions Group, LLC, and naming Steve Powell as the City Engineer for the City of Pryor Creek for fiscal year 2020-2021. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

**f. COMMITTEE REPORTS:**

*(Scrivener's Error on Agenda. Should have been Item 7. COMMITTEE REPORTS)*

**a. Budget and Personnel (Brakefield)**

Brakefield reported that the Budget and Personnel Committee will meet next Tuesday, July 14<sup>th</sup>.

**b. Ordinance and Insurance (Shropshire)**

No report.

**c. Street (Smith)**

No report.

**g. UNFORESEEABLE BUSINESS.**

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

*(Scrivener's Error on Agenda. Should have been Item 8. UNFORESEEABLE BUSINESS.)*

There was no unforeseeable business.

**h. ADJOURN.**

*(Scrivener's Error on Agenda. Should have been Item 9. ADJOURN.)*

Motion was made by Ketcher, second by Smith to adjourn. Voting yes: Brakefield, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: Tramel.

**PRYOR PUBLIC WORKS AUTHORITY**

**1. CALL TO ORDER.**

Meeting was called to order at 8:10 p.m.

**2. APPROVE MINUTES OF JUNE 16<sup>TH</sup>, 2020 MEETING.**

Motion was made by Shropshire, second by Tramel to approve minutes of June 16<sup>th</sup>, 2020 meeting. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Brakefield. Abstaining, counting as a no vote: Smith and 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 Ketcher, second by Brakefield to adjourn. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. 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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