

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, OCTOBER 20TH, 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. 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 Jon Ketcher. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Jon Ketcher, Choya Shropshire, Dennis Nance, Steve Smith, Randy Chitwood, Briana Brakefield, Jimmy Tramel and Yolanda Thompson. Members absent: none.

Department Heads and other City Officials present: Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Fire Chief BK Young, Assistant Fire Chief James Baumert, Golf Superintendent Dennis Bowman, Library Director Cari Rerat, Recreation Center Director Jessica Long, Recreation Center Assistant Director Jerome Hopkins.

Others present: Police Officers Dustin VanHorn and Michael Moore, Pryor Area Chamber of Commerce President Barbara Hawkins, Pryor Main Street Director Jennie VanBuskirk, City Engineer Steve Powell, Library Board Chairman Jeanette Anderson, Connor Nance, Hanna Scott, Martin Meek, Billy Rabbit, Traci Rabbit, Johnny Sly, Kimmie Shropshire and Terry Aylward.

2. PETITIONS FROM THE AUDIENCE. (LIMITED TO 5 MINUTES, MUST REQUEST IN ADVANCE.)

There were no petitions.

3. DEPARTMENT HEAD REPORTS IF NEEDED.

a. Building Inspector

No report.

b. Emergency Management

No report.

c. Fire

Young had no report, but he asked if anyone had any questions for him.

d. Golf

Bowman reported that the weather has been good, so golfing has been good. They have begun cleaning up leaves and preparing for winter.

e. Library

Rerat handed out a statistics sheet.

f. Parks / Cemetery

No report.

g. Police

Willyard had no report.

h. Recreation Center

Long reported that the pool project is on schedule.

i. Street

No report.

4. MAYOR'S REPORT:

a. Proclamation Regarding Pryor Area Arts & Humanities Council.

No action. Honorees were unable to attend.

b. Discussion and possible action regarding accepting as a gift the original “Painted Horse” created by Bill Rabbit and reimbursing transportation and travel costs from a Utah location to Rabbit Studio of Pryor Creek, Oklahoma, then considering an appropriate location for its display.

Motion was made by Ketcher, second by Nance to approve accepting as a gift the original “Painted Horse” created by Bill Rabbit and reimbursing transportation and travel costs from a Utah location to Rabbit Studio of Pryor Creek, Oklahoma, then considering an appropriate location for its display.

Traci Rabbit gave a brief history of the Painted Horse, and she handed out a flyer showing pictures of it.

Ketcher and Nance amended their motion and second to include, “Not to exceed \$7,500.00 from Unallocated Reserve.” Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson.

Voting no: none.

c. Discussion and updates regarding upcoming events.

Mayor discussed Halloween and Veteran’s Day. Mayor recommended that Halloween and Trick-or-Treating take place as normal, and he asked that everyone take precautions. The Veteran’s Day Parade will be held on November 11th, 2020 at 11:00 a.m. Jon Ketcher, Tim Lawson and Zac Doyle are working together on this project.

d. CARES Reimbursement Account Report.

No updates since the last Council meeting.

e. Discussion and possible action regarding the nomination of David Shreffler for re-appointment to Seat #5 of the Flood Plain Board for a term beginning January 1st, 2020 and expiring December 31st, 2025.

Motion was made by Chitwood, second by Smith to approve the nomination of David Shreffler for re-appointment to Seat #5 of the Flood Plain Board for a term beginning January 1st, 2020 and expiring December 31st, 2025. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

f. Discussion and possible action regarding the nomination of Chris Curnutt to open Seat #3 of the Flood Plain Board to complete the term beginning January 1st, 2018 and ending December 31st, 2023.

Motion was made by Chitwood, second by Brakefield to approve the nomination of Chris Curnutt to open Seat #3 of the Flood Plain Board to complete the term beginning January 1st, 2018 and ending December 31st, 2023. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

5. CITY ATTORNEY’S REPORT:

a. Second and final reading, discussion and possible action regarding an ordinance annexing land and establishing zoning of “CG” (Commercial General) upon annexation of that property described as: The West One Hundred Forty (140) feet of the South Three Hundred (300) feet of Government Lot Number Four (4), of Section Thirty-one (31), Township Twenty-one (21) North, and Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma.

Motion was made by Shropshire, second by Ketcher to approve and waive the final reading of Ordinance #2020 – 12 annexing land and establishing zoning of “CG” (Commercial General) upon annexation of that property described as: The West One Hundred Forty (140) feet of the South Three Hundred (300) feet of Government Lot Number Four (4), of Section Thirty-one (31), Township Twenty-one (21) North, and Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. Voting no: none.

b. First reading of an ordinance changing and amending zoning classification from RS (Residential Single) to RS-50 (Residential Single – 50) of property described as follows:

The S/2 of the NW/4 of the SW/4 of the NW/4 and part of the SW/4 of the SW/4 of the NW/4 more particularly described as follows to-wit: Beginning at the Northwest Corner of said SW/4 SW/4 NW/4; Thence Southerly along the West Boundary thereof, a distance of 493.98 feet; Thence S 89°42’ E, a distance of 159.4 feet; Thence S 0°18’ E a distance of 5.0 feet; Thence Easterly, parallel to the South Boundary of said SW/4 SW/4 NW/4, a distance of 500.6 feet, more or less, to a point in the East Boundary of said SW/4 SW/4 NW/4, which point is 161.0 feet North of the Southeast Corner thereof, Thence Northerly, along the East Boundary of said SW/4 SW/4 NW/4, a distance of 499.0 feet, to the Northeast Corner thereof; Thence Westerly, along the Northerly Boundary of said SW/4 SW/4 NW/4, a distance of 660.0 feet to the point or place of beginning, all in Section 8, Township 21 North, Range 19 East of the Indian Base and Meridian. Containing 12.5209 acres and subject to covenants, easements and restrictions of record.

Motion was made by Chitwood, second by Smith to waive first reading of an ordinance changing and amending zoning classification from RS (Residential Single) to RS-50 (Residential Single – 50) of property described as follows:

The S/2 of the NW/4 of the SW/4 of the NW/4 and part of the SW/4 of the SW/4 of the NW/4 more particularly described as follows to-wit: Beginning at the Northwest Corner of said SW/4 SW/4 NW/4; Thence Southerly along the West Boundary thereof, a distance of 493.98 feet; Thence S 89°42' E, a distance of 159.4 feet; Thence S 0°18' E a distance of 5.0 feet; Thence Easterly, parallel to the South Boundary of said SW/4 SW/4 NW/4, a distance of 500.6 feet, more or less, to a point in the East Boundary of said SW/4 SW/4 NW/4, which point is 161.0 feet North of the Southeast Corner thereof, Thence Northerly, along the East Boundary of said SW/4 SW/4 NW/4, a distance of 499.0 feet, to the Northeast Corner thereof; Thence Westerly, along the Northerly Boundary of said SW/4 SW/4 NW/4, a distance of 660.0 feet to the point or place of beginning, all in Section 8, Township 21 North, Range 19 East of the Indian Base and Meridian. Containing 12.5209 acres and subject to covenants, easements and restrictions of record.

Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

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 October 6th, 2020 Council meeting.
- b. Approve payroll purchase orders through October 30th, 2020.
- c. Approve claims for purchase orders through October 20th, 2020.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2020200948 - 2020200951	118,346.52
STREET & DRAINAGE	911199B - 2020200927	94,652.22
GOLF COURSE	2020200955 - 2020200952	7,326.21
CAPITAL OUTLAY	2020200933 - 2020200517	54,286.22
REAL PROPERTY ACQUIS.	2020200910 - 2020200949	294.00
RECREATION CENTER	2020200847 - 2020200869	44,125.86
E-911	2020200891	422.90
LIBRARY SPECIAL	2020200912	10.47
DONATIONS & EARMARKED	911161B - 2020200868	1,255.10
TOTAL		320,719.50
NO BLANKETS		

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Discussion and possible action regarding closure of NE 2nd Street from Hogan to Elliott on October 25th, 2020 from 3:30 p.m. – 7:30 p.m. for a Trunk or Treat event hosted by North Elliott Church of God.
- f. Discussion and possible action regarding closure of East Graham Avenue from Hogan Street to North Adair Street on November 11th, 2020 for the Annual Veteran’s Day Parade from 10:30 a.m. until 12:30 p.m.
- g. Discussion and possible action regarding amended agreement with Pryor Main Street for the 2020-2021 fiscal year.
- h. Discussion and possible action regarding hiring Martin Meek to fill budgeted Patrol position at the Pryor Creek Police Department at Range J, Step 2 (annual wage - \$42,292.00) effective November 9th, 2020, pending approval by the Oklahoma Pension Board. Meek has been CLEET certified since 2016.
- i. Discussion and possible action regarding hiring Hanna Scott to fill budgeted Patrol position at the Pryor Creek Police Department at Range J, Step 1 (annual wage - \$36,741.00) effective November 10th, 2020, pending approval by the Oklahoma Pension Board.
- j. Discussion and possible action regarding hiring Zach Lenon to fill budgeted firefighter position at the Pryor Creek Fire Department at Range N, Step 1 (annual wage - \$35,355.00) effective November 2nd, 2020, pending pension physical.
- k. Discussion and possible action regarding hiring Walker Taylor to fill budgeted firefighter position at the Pryor Creek Fire Department at Range N, Step 2 (annual wage - \$40,697.00) per contract effective November 3rd, 2020.
- l. Discussion and possible action regarding hiring Taylor Melchior to fill budgeted firefighter position at the Pryor Creek Fire Department at Range N, Step 1 (annual wage - \$35,355.00) effective November 4th, 2020, pending pension physical.
- m. Discussion and possible action regarding an expenditure in the amount of \$8,355.00, including shipping, to Casco Industries, Inc. for the purchase of bunker boots for the Pryor Creek Fire Department at State bid price from Fire Capital Outlay Account #02-217-5411.
- n. Discussion and possible action regarding Hotel / Motel Tax Grant 2019-2020 Final Expense Report for Pryor Area Chamber of Commerce in the amount of \$29,216.43.

- o. Discussion and possible action regarding Hotel / Motel Tax Grant 2019-2020 Final Expense Report for Pryor Public Schools in the amount of \$14,449.77.
- p. Discussion and possible action regarding Hotel / Motel Tax Grant 2019-2020 Final Expense Report for Pryor Main Street in the amount of \$7,904.14.
- q. Discussion and possible action regarding the 2020-2021 Letter of Intent for Pryor Main Street.
- r. Discussion and possible action regarding the 2020-2021 Letter of Intent for Pryor Area Chamber of Commerce.
- s. Discussion and possible action regarding the 2020-2021 Letter of Intent for Pryor Public Schools.
- t. Discussion and possible action regarding 2020 – 2021 Hotel / Motel Tax Allocation Budget.
 - a. Pryor Area Chamber of Commerce – 40% allocation: \$42,803.79 from Account #75-755-5090.
 - b. Pryor Public Schools – 20% allocation, less \$2,500.00 Band Day allocation: \$18,901.90 from Account #75-755-5085. (There is no Band Day scheduled for this year.)
 - c. Pryor Main Street – 10% allocation: \$10,700.95 from Account # 75-755-5110.
- u. Discussion and possible action regarding seeking applications for the budgeted Library Assistant - Computer Lab for the Thomas J. Harrison Pryor Public Library.
- v. Discussion and possible action regarding seeking applications for the budgeted Library Assistant - Adult Services for the Thomas J. Harrison Pryor Public Library.
- w. Discussion and possible action regarding hiring Jordan A. Hobbs to fill the open part-time Library Assistant position at the Thomas J. Harrison Pryor Public Library effective October 23rd, 2020. This position was vacated by the resignation of Jerri Richardson.
- x. Discussion and possible action regarding bids received for demolition of property at 1609 Lahoma and accepting low bid of \$6,320.00 from Tibbets Trucking from Real Property Acquisitions Nuisance Abatement Account #46-465-5450. Other bids received: CRV Construction Clean Up & Hauling, Inc., \$7,000.00; Wade's Wrecker Service, \$12,350.00.

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

a. Approve minutes of the October 6th, 2020 Council meeting.

Motion was made by Chitwood, second by Smith to approve minutes of the October 6th, 2020 Council meeting. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

g. Discussion and possible action regarding amended agreement with Pryor Main Street for the 2020-2021 fiscal year.

Motion was made by Smith, second by Brakefield to take no action regarding amended agreement with Pryor Main Street for the 2020-2021. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Brakefield reported that the next meeting will be on November 10th, 2020.

b. Ordinance and Insurance (Shropshire)

Shropshire reported that they are working with the City Attorney to compile information and will schedule a meeting as soon as they have it ready.

c. Street (Smith)

Smith had no report.

8. UNFORESEEABLE BUSINESS.

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

Tramel thanked the purchasers of the surplus properties. Ketcher gave a shout-out to the Blue Star Moms. He stated he would like to have the new employees introduced.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 6:40 p.m.

2. APPROVE MINUTES OF OCTOBER 6TH, 2020 MEETING.

Motion was made by Smith, second by Nance to approve minutes of October 6th, 2020 meeting. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. 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: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN LARRY LEES

MINUTES WRITTEN BY CITY CLERK / P.P.W.A. SECRETARY EVA SMITH
