

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, NOVEMBER 17TH, 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 Kim Ritchie. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Jon Ketcher, Choya Shropshire, Dennis Nance, Steve Smith, Briana Brakefield, Jimmy Tramel and Yolanda Thompson. Members absent: Randy Chitwood.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Fire Chief BK Young, Emergency Management Director Johnny Janzen, Street Superintendent Buddy Glenn, Golf Superintendent Dennis Bowman, Recreation Center Assistant Director Jerome Hopkins.

Others present: Police Captain Kevin Tramel, Police Officer Dustin VanHorn, Animal Control Officer Becki Sams-Benham, Brian and Ellen Knight, Justin James and Kimmie Shropshire.

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

Janzen reported that the updated CodeRED contract will include automatic weather reports. Visit the County website to sign up for specific warnings you would like to receive after December 1st at no cost.

c. Fire

Chief Young reported on the resignations and new volunteers on tonight's agenda.

d. Golf

Bowman reported that this is an exciting time for the Golf Course. The weather is great, and there are several children practicing. He had a PGA business meeting recently. He now has his business plan completed and will share with the Park Board next week and then bring to Council. He is also working on marketing.

e. Library

Rerat provided a statistics sheet for the Council members to view in her absence.

f. Parks / Cemetery

No report.

g. Police

Chief Nichols had no report.

h. Recreation Center

Hopkins reported that things are going smoothly. They are now fully staffed. They have 21 new members. The pool is now open and they are training lifeguards. He reported that the Maintain Don't Gain Challenge begins tomorrow.

i. Street

Glenn reported that they have been dipping ditches, running the street sweeper, trimming trees and doing some concrete repair. The guardrail is up on Dog Pound Road and they are currently working on 29th Street. Gaither Road is complete, and they have worked on Lindley Lane. They are currently working on the cul-de-sacs off of 17th Street.

4. MAYOR'S REPORT:

a. CARES Reimbursement Account Report

Mayor Lees reported that there have been a few small expenditures this month.

b. Covid-19 Report

Mayor reported that there has been a lot of chatter in the media regarding Covid-19. He stated that since March there have been 9 deaths in Pryor and 17 in Mayes County. There have been 435 positive cases in Pryor and 1,266 in Mayes County since March. The local case fatality rate is 2%. On Thursday, November 19th, the Governor's newest Executive Order goes into effect for bars and restaurants. This will be posted on our website and social media outlets. Mayor urges everyone to "be who you need to be" for one another over the Thanksgiving holiday by masking, physical-distancing, hand sanitization, etc.

c. Pryor Creek Senior Citizen's Center / Sertoma / NEOK Freedom Tour

Mayor has asked that this report be postponed until the December 1st meeting, so that everyone can be onboard and prepared with the proper information.

5. PUBLIC HEARING

a. Enter Public Hearing

Rezoning Applicant: Brian and Ellen Knight requested a zoning change for the property in the City of Pryor, to-wit: Two tracts of land situated in Lot 20, Block 3 of the PIERRE CHOUTEAU ADDITION to the City of PRYOR CREEK, Mayes County, State of Oklahoma, according to the official Survey and Plat filed thereof, and being more particularly described as follows, to-wit:

Tract 1: Beginning at a point on the South Line of said Lot 20, Block 3, said point being 100.00 feet Northeasterly of the Southwest Corner of the East 100.00 feet of the West 140.00 feet of said Lot 20; Thence Northeasterly along said Southerly Lot Line a distance of 12.53 feet; Thence Northwesterly for a distance of 97.94 feet to a point on the Northerly Line of said Lot 20; Thence Northwesterly along the Northerly Line of said Lot 20 a distance of 7.62 feet; Thence Southerly for a distance of 99.35 feet to the point of beginning.

Tract 2: The Easterly 100 feet of the Westerly 140 feet of said Lot 20, Block 3, more particularly described as: Beginning at a point on the North Line of said Lot 20 a distance of 40.15 feet Easterly of the Northwest Corner of said Lot 20; Thence South 86° 08.015' East along the Northerly Line of said Lot 20 a distance of 100 feet; Thence South 0° 00.5' West parallel with the Westerly Line of said Lot 20 a distance of 99.14 feet to a point on the Southerly Line of said Lot 20; Thence South 84° 35.515' West along said Southerly Line a distance of 100 feet to a point 40.15 feet Easterly of the Southwest Corner of said Lot 20; Thence North 0° 00.5' East a distance of 115.45 feet to the point of beginning.

- **The present zoning designation for the property is RS (Residential Single). They are requesting a zoning change to RD (Residential Duplex).**

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

Ellen Knight gave a brief explanation for their zone-change request.

b. Exit Public Hearing

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

6. DISCUSSION AND POSSIBLE ACTION ON APPLICANT'S REQUEST FOR REZONING FROM RS (RESIDENTIAL SINGLE) TO RD (RESIDENTIAL DUPLEX).

Motion was made by Brakefield, second by Smith to approve applicant's request for rezoning from RS (Residential Single) to RD (Residential Duplex). Voting yes: Nance, Smith, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

7. PUBLIC HEARING

a. Enter Public Hearing

Rezoning Applicant: Justin James with James Properties requested a zoning change for the property in the City of Pryor, to-wit: A tract of land situated in the Southwest Quarter of the Northeast Quarter of the Northwest Quarter (SW¹/₄NE¹/₄NW¹/₄) of Section Seventeen (17), Township Twenty-one (21) North, Range Nineteen (19) East of the Indian Base and Meridian in Pryor Creek, Mayes County, State of Oklahoma and more particularly described as follows, to-wit: Beginning at a point on the South Right-of-Way of State Highway No. 20 and the East Line of said SW¹/₄NE¹/₄NW¹/₄, 50.94 feet South of the Northeast Corner thereof; Thence South 01° 37' 42" East for a distance of 106.56 feet and along said East Line to a point on the North Line of the HIRZEL ADDITION to the City of PRYOR CREEK; Thence South 88° 12' 35" West for a distance of 475.39 feet and along said North Line; Thence North

01° 37' 02" West for a distance of 141.03 feet to a point on said South Right-of-Way; Thence North 87° 37' 45" East for a distance of 204.29 feet and along said Right-of-Way; Thence along a curve to the right having a radius of 2,242.53 feet and an arc length of 273.61 feet, being subtended by a chord of South 84° 06' 40" East for a distance of 273.45 feet and along said Right-of-Way to the point of beginning, LESS AND EXCEPT Tract 2, a tract of land situated in the SW/4 of the NE/4 of the NW/4 of Section 17, Township 21 North, Range 19 East of the Indian Base and Meridian in Pryor Creek, Mayes County, Oklahoma and more particularly described as follow to-wit:
Commencing at the Northeast Corner of said SW/4 of the NE/4 of the NW/4.

THENCE South 01 degrees 37 minutes 42 seconds East for a distance of 157.51 feet and along the East Line of said SW/4 of the NE/4 of the NW/4 to a point on the North Line of the HIRZEL ADDITION to the City of Pryor Creek;

THENCE South 88 degrees 12 minutes 35 seconds West for a distance of 391.39 feet to the point of beginning.

THENCE South 88 degrees 12 minutes 35 seconds West for a distance of 84.00 feet and along said North line;

THENCE North 01 degrees 37 minutes 02 seconds West for a distance of 141.03 feet to a point on the South Right-of-Way of State Highway No.20;

THENCE North 87 degrees 37 minutes 45 seconds East for a distance of 84.00 feet and along said right-of-way;

THENCE South 01 degrees 37 minutes 12 seconds East for a distance of 141.88 feet to the point of beginning. This legal description was prepared by G. Michael Finnell, P.L.S. #1107, on 9/30/2016.

Together with and subject to covenants, easements, and restrictions of record.

Said property contains 0.2728 acres more or less.

- The present zoning designation for the property is RD (Residential Duplex). They are requesting a zoning change to C/AR (Commercial / Automotive Recreation).

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

b. Exit Public Hearing

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

8. DISCUSSION AND POSSIBLE ACTION ON APPLICANT’S REQUEST FOR REZONING FROM RD (RESIDENTIAL DUPLEX) TO C/AR (COMMERCIAL / AUTOMOTIVE RECREATION).

Motion was made by Smith, second by Nance to approve applicant’s request for rezoning from RD (Residential Duplex) to C/AR (Commercial / Automotive Recreation). Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Brakefield. Voting no: none.

9. CITY ATTORNEY’S REPORT:

City Attorney had no report.

10. 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.)

- Approve minutes of the November 3rd, 2020 Council meeting.
- Approve payroll purchase orders through November 27th, 2020.
- Approve claims for purchase orders through November 17th, 2020.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2020201191 - 2020201199	192,735.45
STREET & DRAINAGE	2020201199 – 2020201100	155,390.12
GOLF COURSE	2020201084 - 2020201130	5,089.33
CAPITAL OUTLAY	911173B - 2020201194	12,733.90
REAL PROPERTY ACQUIS.	2020201198 - 2020201188	6,470.00
RECREATION CENTER	2020201086 - 2020201112	24,149.29
PPWA	2020201180	2,200.00
E-911	911162B	1,554.90
TOTAL		400,322.99

NO BLANKETS

- Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- Discussion and possible action regarding the Hotel / Motel Tax Allocation Fund Grant Application from Pryor Area Chamber of Commerce in the amount of \$2,500.00 for the annual Christmas Parade of Lights to be held on Thursday, December 3rd, 2020.

- f. Discussion and possible action regarding transfer of \$200,000.00 from Fire Department Capital Outlay Account #44-445-5422 to Fund 45 savings, as budgeted in the 2020-2021 Capital Outlay budget.
- g. Discussion and possible action regarding purchase of seven (7) iPad Air 4's at \$629.99 each, with protective cases at \$67.49 each, and two (2) iPad Pro's at \$1,049.99 each with cases at a total of \$7,117.32 for the Pryor Creek Fire Department from Fire Department Capital Outlay Account #44-445-5422, as budgeted in the 2020-2021 Capital Outlay budget. State Contract pricing.
- h. Discussion and possible action regarding purchase of 14 Dell OptiPlex 7080 Computer Towers from Dell Marketing LP, at the State contract price of \$870.00 each for a total of \$12,180.00 for the Pryor Creek Police Department, from Police Department Capital Outlay Account #44-445-5424, as budgeted in the 2020-2021 Capital Outlay budget. State Contract pricing.
- i. Discussion and possible action authorizing Mayor to sign the Emergency Management Performance Grant (EMPG 999) for the Federal Fiscal Year of 2020 – 2021, in the amount of \$10,000.00.
- j. Discussion and possible action regarding accepting the resignation of Zach Baumert from his position as Pryor Creek Volunteer Firefighter.
- k. Discussion and possible action regarding accepting the resignation of Travis Lary from his position as Pryor Creek Volunteer Firefighter.
- l. Discussion and possible action regarding accepting the resignation of Nate Cooper from his position as Pryor Creek Volunteer Firefighter.
- m. Discussion and possible action regarding accepting the resignation of Trent Young from his position as Pryor Creek Volunteer Firefighter.
- n. Discussion and possible action regarding hiring Nate Wolfe to fill vacant Volunteer Firefighter position at the Pryor Creek Fire Department.
- o. Discussion and possible action regarding hiring Brayden Penderson to fill vacant Volunteer Firefighter position at the Pryor Creek Fire Department.

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

a. Approve minutes of the November 3rd, 2020 Council meeting.

Motion was made by Smith, second by Shropshire to approve minutes of the November 3rd, 2020 Council meeting. Voting yes: Ketcher, Shropshire, Smith, Brakefield, Thompson. Abstaining, counting as a no vote: Nance and Tramel. Voting no: none.

f. Discussion and possible action regarding transfer of \$200,000.00 from Fire Department Capital Outlay Account #44-445-5422 to Fund 45 savings, as budgeted in the 2020-2021 Capital Outlay budget.

Motion was made by Smith, second by Shropshire to approve transfer of \$200,000.00 from Fire Department Capital Outlay Account #44-445-5422 to Fund 45 savings, as budgeted in the 2020-2021 Capital Outlay budget. Voting yes: Shropshire, Nance, Smith, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

i. Discussion and possible action authorizing Mayor to sign the Emergency Management Performance Grant (EMPG 999) for the Federal Fiscal Year of 2020 – 2021, in the amount of \$10,000.00.

Motion was made by Brakefield, second by Smith to approve authorizing Mayor to sign the Emergency Management Performance Grant (EMPG 999) for the Federal Fiscal Year of 2020 – 2021, in the amount of \$10,000.00. Smith stated that he must abstain on this item, and he took a moment to thank Johnny Janzen and Michael Dunham for all they have done for Mayes County. Voting yes: Nance, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Abstaining, counting as a no vote: Smith. Voting no: none.

11. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Brakefield reported that the Budget and Personnel Committee will meet Tuesday, December 8th, 2020 at 5:30 p.m.

b. Ordinance and Insurance (Shropshire)

Shropshire reported that they plan to meet on Monday, November 30th.

c. Street (Smith)

Smith reported that they are working on the agenda for the meeting next Tuesday.

12. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

13. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 6:55 p.m.

2. APPROVE MINUTES OF NOVEMBER 3RD, 2020 MEETING.

Motion was made by Smith, second by Shropshire to approve minutes of November 3rd, 2020 meeting. Voting yes: Brakefield, Thompson, Ketcher, Shropshire, Smith. Abstaining, counting as a no vote: Tramel and Nance. 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 Smith to adjourn. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Brakefield. 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
