

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, DECEMBER 15TH, 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 Mayor Lees. Roll Call was conducted by Deputy Clerk Darla Coats. Council members present included: Jon Ketcher, Choya Shropshire, Steve Smith, Randy Chitwood, Briana Brakefield, Jimmy Tramel and Yolanda Thompson. Members absent: Dennis Nance.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Fire Chief BK Young, Emergency Management Director Johnny Janzen, Golf Course Superintendent Dennis Bowman, Library Director Cari Rerat, Building Inspector Kenneth Young, Recreation Center Director Jessica Long.

Others present: Police Captain Kevin Tramel, Police Officer Dustin VanHorn, City Engineer Steve Powell, Park Board Chairman Bill Kannegiesser, Library Board Chairman Jeanette Anderson, City Accountant Jeff Kolker, Fiber Interactive Technologies representatives Chris Calvert and Bart Heins, CMS Willowbrook representatives Bryan Miles and Adam Garrett, Vyve representative Trinity Norman, Katie Pilmaier, Leslie Elkins, Jim Hawkins, Terry Aylward and Kemmie Shropshire.

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

Mr. Leslie Elkins spoke regarding a possible mask mandate, stating our country has fought for freedom and this would be against the Constitution of the United States.

3. DEPARTMENT HEAD REPORTS IF NEEDED.

a. Building Inspector

Young reported that things are going pretty smoothly as they continue to use contract inspectors. He stated that he is in the office to assist in answering questions.

b. Emergency Management

Janzen reported that they have been working on the NIMS reporting, which makes Pryor eligible for grants. He presented Mayor with a certificate showing completion of the reporting, which will be needed anytime they apply for new grants. Mayor thanked him for all of his hard work. Janzen stated that the next big undertaking is preparing for the COVID-19 vaccine, which should be arriving in the county in the next week or so. They will go forward with getting pricing on the machine that makes the disinfecting solution and bring it to Council.

c. Fire

Young reported that they have had a little spike in calls, but that is very normal this time of year.

d. Golf

Bowman had no report.

e. Library

Rerat provided a statistics sheet.

f. Parks / Cemetery

No report. Mayor reported that Frank's mother passed away last night.

g. Police

Chief Nichols had no report, but he handed out a statistics sheet.

h. Recreation Center

Long reported that they have asked Donald Ducummon to build a partition around their front desk. They have decided to close the Recreation Center on Christmas Eve. She also reported that they applied for and received

an O.D. Mayor Grant for flower beds. She showed off the new hoodie with the Recreation Center logo and stated they are for sale for \$25.00.

i. Street

No report.

4. MAYOR'S REPORT:

a. CARES Reimbursement Account Report with discussion.

Mayor Lees reported that there is no new update since last Council meeting.

b. Discussion and possible action regarding granting approval to CMS Willowbrook to seek bids for demolition of the old Homeland building, including all structures and paving in preparation for construction of the proposed Police and Fire Emergency Center.

Motion was made by Shropshire, second by Ketcher to approve CMS Willowbrook to seek bids for demolition of the old Homeland building, including all structures and paving in preparation for construction of the proposed Police and Fire Emergency Center. Mr. Miles stated that the estimated cost for demolition and abatement is \$145,000.00. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

c. Discussion and possible action regarding granting approval to CMS Willowbrook to seek bids for construction of the proposed Police and Fire Emergency Center and the Library Expansion as proposed via the most recent estimates and the most recent plans and construction documents.

Motion was made by Ketcher, second by Smith to approve CMS Willowbrook to seek bids for construction of the proposed Police and Fire Emergency Center and the Library Expansion as proposed via the most recent estimates and the most recent plans and construction documents. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

d. Jeff Kolker Report of 2020 – 2021 Capital Outlay budget.

No action. Mr. Kolker reported on the 2020-2021 Capital Outlay budget. He stated that several changes were made at the last minute and there was a line item added that did not get included in the final total. He has determined that Capital Outlay came in approximately \$185,000.00 over budget, so some adjustments will need to be made from elsewhere in the budget to make up for that. Mayor Lees reported that he has been working to determine where this money can be adjusted. He provided reports to show accounts that can be used for these adjustments.

Mayor moved to the Addendum.

**ADDENDUM
CITY COUNCIL MEETING
TUESDAY, DECEMBER 15TH, 2020 AT 6:00 P.M.**

1. Discussion and possible action regarding audit agreement with Hood and Associates for fiscal year ending June 30th, 2020 in the amount of \$15,500.00.

Motion was made by Tramel, second by Smith to approve audit agreement with Hood and Associates for fiscal year ending June 30th, 2020 in the amount of \$15,500.00. Mayor stated that this will be paid from General Outside Services – Auditor Account #02-201-5072. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

Mayor moved back to regular agenda, Item 5.

5. CITY ATTORNEY'S REPORT:

a. Discussion and possible action for passage of a Resolution of the City Council calling for the wearing of Face Masks or Shields in indoor public spaces and continued efforts of social distancing.

Motion was made by Shropshire, second by Thompson to approve Resolution #2020 – 12 of the City Council calling for the wearing of Face Masks or Shields in indoor public spaces and continued efforts of social distancing. Mr. Ritchie read the resolution and made it clear that this is not a mandate or a law. Thompson stated that she has heard from a number of citizens on both sides of this issue, and the business owners are very much in favor of a mandate, so that they can enforce masks in their businesses with City back-up. Ketcher stated that citizens should show respect for businesses and do as they are asked when entering or take their business elsewhere. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Smith. Voting no: none.

b. First reading of an ordinance amending Title 9, Chapter 5 Sections 1 and 2 regarding adoption of 2015 International Residential Code.

Motion was made by Chitwood, second by Brakefield to waive the first reading of an ordinance amending Title 9, Chapter 5 Sections 1 and 2 regarding adoption of 2015 International Residential Code. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Smith, Chitwood. Voting no: none.

c. First reading of an ordinance regarding a zoning change from RS (Residential Single) to RD (Residential Duplex) for the property in the City of Pryor, to-wit: Two tracts of land situated in Lot 20, Block 3 of the PIERRE CHOUREAU 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.

Motion was made by Chitwood, second by Shropshire to waive first reading of an ordinance regarding a zoning change from RS (Residential Single) to RD (Residential Duplex) for the property in the City of Pryor, to-wit: Two tracts of land situated in Lot 20, Block 3 of the PIERRE CHOUREAU 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.

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

d. First reading of an ordinance regarding a zoning change from RD (Residential Duplex) to C/AR (Commercial / Automotive Recreation) 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.

Motion was made by Smith, second by Thompson to waive first reading of an ordinance regarding a zoning change from RD (Residential Duplex) to C/AR (Commercial / Automotive Recreation) 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.

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

e. Second and final reading, discussion and possible action regarding an ordinance amending Title 6, Chapter 3, Section 6 of the City Code repealing paragraph A (2) eliminating the requirement for display of official inspection stickers on vehicles as recommended by the Ordinance / Insurance Committee.

Motion was made by Tramel, second by Thompson to waive the second and final reading and approve Ordinance #2020 - 14 amending Title 6, Chapter 3, Section 6 of the City Code repealing paragraph A (2) eliminating the requirement for display of official inspection stickers on vehicles as recommended by the Ordinance / Insurance Committee. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson. 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 December 1st, 2020 Council meeting.
- b. Approve payroll purchase orders through December 25th, 2020.
- c. Approve claims for purchase orders through December 15th, 2020.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2020201430 - 2020201304	152,546.31

STREET & DRAINAGE	911199B - 2020201357	256,397.26
GOLF COURSE	2020201419 - 2020201416	3,233.71
CAPITAL OUTLAY	911173B - 2020201368	23,307.81
REAL PROPERTY ACQUIS.	2020201443 - 2020201423	19,623.20
RECREATION CENTER	2020201392 - 2020201435	16,820.66
DONATIONS AND EARMARKED	2020201358	1,884.27
TOTAL		473,813.22

NO BLANKETS

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Approve July Appropriation Requests.
- f. Discussion and possible action regarding removing from the table Item 4.d. from the December 1st, 2020 City Council agenda.
- g. Discussion and possible action regarding approval of the Notice of Award of the contract, “Drainage Improvements at Various Locations PRY 19-05,” to Envision Civil Contractors, LLC in the amount of \$291,072.60. Other bid received: MJM Construction & Application, LLC in the amount of \$513,665.00. Engineer’s estimate: \$300,000.00.
- h. Discussion and possible action regarding removing from the table Item 6.f. from the December 1st, 2020 City Council agenda.
- i. Discussion and possible action regarding accepting bid from P&K Equipment for a John Deere Riding Fairway Mower at a cost of \$59,877.72 from bids received. Other bids received: Professional Turf Products, L.P. in the amount of \$66,289.40; Kansas Golf and Turf in the amount of \$60,560.00 as recommended by the Pryor Creek Park Board.
- j. Discussion and possible action regarding removing from the table Item 6.g. from the December 1st, 2020 City Council agenda.
- k. Discussion and possible action regarding accepting bid from Professional Turf Products, L.P. for a Toro Greens Aerator in the amount of \$35,698.00 as in the best interest of the City from bids received. Other bid received: P&K Equipment in the amount of \$20,000.00 as recommended by the Pryor Creek Park Board.
- l. Discussion and possible action regarding approval of purchase of a touch-screen panel for the new pump station from Pumps, Motors & Controls, Inc. in the amount of \$3,146.86 from Golf Repair and Maintenance Account #41-415-5092, due to vandalism at the Pryor Creek Golf Course. Other quote received: TIGHE Industrial Solutions in the amount of \$7,140.00. Receipt of an insurance claim award is pending.
- m. Discussion and possible action regarding authorizing Mayor to sign franchise agreement with Coxcom, LLC.
- n. Discussion and possible action regarding transfer of funds in the amount of \$21,225.92 paid to Motorola Solutions Inc. from Police Repair and Maintenance Account #02-215-5091 to Police Equipment Capital Outlay Account #44-445-5424 regarding funds encumbered in the 2019-2020 fiscal year budget and paid out of the 2020 – 2021 fiscal year budget.
- o. Discussion and possible action regarding hiring Katie R. Pilmaier for the budgeted part-time Library Assistant – Adult Services position at the Thomas J. Harrison Pryor Public Library effective December 16th, 2020. This position was approved at the October 20th, 2020 Council meeting.
- p. Discussion and possible action regarding hiring Charlene G. Williams for the vacant part-time Library Assistant – Youth Services position at the Thomas J. Harrison Pryor Public Library effective December 16th, 2020. This position became vacant when Lillian Tucker was promoted to full-time.
- q. Discussion and possible action regarding purchase of John Deere Z997R Zero Turn mower for the Pryor Creek Cemetery Department from John Deere & Company at State contract price of \$19,409.38 after trade-in from Cemetery Capital Outlay Account #44-445-5413.
- r. Discussion and possible action regarding an expenditure not to exceed \$5,200.00 to Homeland for 101 gifts cards in the amount of \$50.00 each to show appreciation to full-time City employees and 6 gift cards in the amount of \$25.00 to show appreciation to part-time City employees from the Christmas Employee Appreciation Account #02-201-5333. The expenditure exceeds the line item by \$200.00 as the City has more employees now than when the budget was approved.
- s. Discussion and possible action regarding accepting and awarding a bid for roofing project at the Chamber of Commerce building in the amount of \$51,444.00 to Allwine Roofing & Construction, Inc. with funding from General Fund Capital Outlay Account #02-201-5411. Other contractors picked up bid packets, but no other contractors submitted a bid.
- t. Discussion and possible action regarding accepting and awarding a bid for new restrooms at Whitaker Park in the amount of \$163,900.00 to Magnum Construction, Inc. with funding from

Parks Capital Outlay Account #44-445-5415. Other bids received: \$168,750.00 from Natural State Construction Solutions, LLC.

- u. Discussion and possible action regarding hiring Treyton Fetherston to fill vacant Volunteer Firefighter position at the Pryor Creek Fire Department.
- v. Discussion and possible action regarding hiring Matt Penderson to fill vacant Volunteer Firefighter position at the Pryor Creek Fire Department.
- w. Discussion and possible action regarding approving retirement of Pryor Creek Police Reserve Officer Tommy M. Parker effective December 7th, 2020.
- x. Discussion and possible action regarding an expenditure in the amount of \$3,700.00 to Tracker Products for the annual license fee for evidence tracking at the Pryor Creek Police Department, from Police Technology Account #02-215-5260.

Motion was made by Ketcher, second by Smith to approve items a – x, less items a, f, g, h, i, j, k, m, n, o, p, s, t and w. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

Mayor moved to Item 6.f.

f. Discussion and possible action regarding removing from the table Item 4.d. from the December 1st, 2020 City Council agenda.

Motion was made by Thompson, second by Smith to remove from the table Item 4.d. from the December 1st, 2020 City Council agenda. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

g. Discussion and possible action regarding approval of the Notice of Award of the contract, “Drainage Improvements at Various Locations PRY 19-05,” to Envision Civil Contractors, LLC in the amount of \$291,072.60. Other bid received: MJM Construction & Application, LLC in the amount of \$513,665.00. Engineer’s estimate: \$300,000.00.

Motion was made by Chitwood, second by Smith to approve the Notice of Award of the contract, “Drainage Improvements at Various Locations PRY 19-05,” to Envision Civil Contractors, LLC in the amount of \$291,072.60. Other bid received: MJM Construction & Application, LLC in the amount of \$513,665.00. Engineer’s estimate: \$300,000.00. Chitwood and Smith amended their motion and second to include that this will be paid from Street Drainage Improvements Account #14-145-5092. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Smith. Voting no: none.

Mayor moved to Item 6.s.

s. Discussion and possible action regarding accepting and awarding a bid for roofing project at the Chamber of Commerce building in the amount of \$51,444.00 to Allwine Roofing & Construction, Inc. with funding from General Fund Capital Outlay Account #02-201-5411. Other contractors picked up bid packets, but no other contractors submitted a bid.

Motion was made by Chitwood, second by Shropshire to approve accepting and awarding a bid for roofing project at the Chamber of Commerce building in the amount of \$51,444.00 to Allwine Roofing & Construction, Inc. with funding from General Fund Capital Outlay Account #02-201-5411. Other contractors picked up bid packets, but no other contractors submitted a bid. It was agreed that this will go back to budget to determine the account from which this will be paid. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Smith, Chitwood. Voting no: none.

t. Discussion and possible action regarding accepting and awarding a bid for new restrooms at Whitaker Park in the amount of \$163,900.00 to Magnum Construction, Inc. with funding from Parks Capital Outlay Account #44-445-5415. Other bids received: \$168,750.00 from Natural State Construction Solutions, LLC.

Motion was made by Tramel, second by Ketcher to approve accepting and awarding a bid for new restrooms at Whitaker Park in the amount of \$163,900.00 to Magnum Construction, Inc. with funding from Parks Capital Outlay Account #44-445-5415. Other bids received: \$168,750.00 from Natural State Construction Solutions, LLC. Motion and second were amended to pay from Fund 87, which is the Bond account. This will go back to budget to determine that account. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Smith, Chitwood, Brakefield. Voting no: none.

Mayor moved to Item 6.n.

n. Discussion and possible action regarding transfer of funds in the amount of \$21,225.92 paid to Motorola Solutions Inc. from Police Repair and Maintenance Account #02-215-5091 to Police Equipment Capital Outlay Account #44-445-5424 regarding funds encumbered in the 2019-2020 fiscal year budget and paid out of the 2020 – 2021 fiscal year budget.

Motion was made by Tramel, second by Smith to approve transfer of funds in the amount of \$21,225.92 paid to Motorola Solutions Inc. from Police Repair and Maintenance Account #02-215-5091 to Police Equipment Capital Outlay Account #44-445-5424 regarding funds encumbered in the 2019-2020 fiscal year budget and paid out of the 2020 – 2021 fiscal year budget. Tramel asked Mr. Kolker if this will affect last year's budget in any way. Kolker stated it would not. Voting yes: Thompson, Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

Mayor moved back to Item 6.a.

a. Approve minutes of the December 1st, 2020 Council meeting.

Motion was made by Ketcher, second by Smith to approve minutes of the December 1st, 2020 Council meeting. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel. Abstaining, counting as a no vote: Thompson. Voting no: none.

h. Discussion and possible action regarding removing from the table Item 6.f. from the December 1st, 2020 City Council agenda.

Motion was made by Shropshire, second by Smith to remove from the table Item 6.f. from the December 1st, 2020 City Council agenda. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

i. Discussion and possible action regarding accepting bid from P&K Equipment for a John Deere Riding Fairway Mower at a cost of \$59,877.72 from bids received. Other bids received: Professional Turf Products, L.P. in the amount of \$66,289.40; Kansas Golf and Turf in the amount of \$60,560.00 as recommended by the Pryor Creek Park Board.

Motion was made by Smith, second by Shropshire to approve accepting bid from P&K Equipment for a John Deere Riding Fairway Mower at an amended cost of \$55,951.40 (*Scrivener's error*) from bids received. Other bids received: Professional Turf Products, L.P. in the amount of \$66,289.40; Kansas Golf and Turf in the amount of \$60,560.00 as recommended by the Pryor Creek Park Board. Voting yes: Smith, Chitwood, Brakefield, Thompson. Voting no: Tramel, Ketcher, Shropshire.

j. Discussion and possible action regarding removing from the table Item 6.g. from the December 1st, 2020 City Council agenda.

Motion was made by Smith, second by Thompson to approve removing from the table Item 6.g. from the December 1st, 2020 City Council agenda. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Smith. Voting no: none.

k. Discussion and possible action regarding accepting bid from Professional Turf Products, L.P. for a Toro Greens Aerator in the amount of \$35,698.00 as in the best interest of the City from bids received. Other bid received: P&K Equipment in the amount of \$20,000.00 as recommended by the Pryor Creek Park Board.

Motion was made by Thompson, second by Brakefield to approve accepting bid from Professional Turf Products, L.P. for a Toro Greens Aerator in the amount of \$35,698.00 as in the best interest of the City from bids received. Other bid received: P&K Equipment in the amount of \$20,000.00 as recommended by the Pryor Creek Park Board. Voting yes: Brakefield and Thompson. Voting no: Tramel, Ketcher, Shropshire, Smith, Chitwood. Motion failed.

m. Discussion and possible action regarding authorizing Mayor to sign franchise agreement with Coxcom, LLC.

Motion was made by Shropshire, second by Smith to approve authorizing Mayor to sign franchise agreement with Coxcom, LLC. Mayor reported that the Cox representative stated this is regarding The District, and Cox stated that they cannot block any other companies. Vyve representative Trinity Norman stated that he finds this agreement vague and that any new neighborhoods coming in would be up for grabs by Cox. Mr. Ritchie stated that this is a standard franchise agreement and simply gives Cox access to streets and alleyways to lay cable. He stated that he reviewed this before the meeting and compared it to standard franchise law.

Motion was then made by Tramel, second by Chitwood to table until next Council meeting in order to get more clarification. Voting yes: Thompson, Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

o. Discussion and possible action regarding hiring Katie R. Pilmaier for the budgeted part-time Library Assistant – Adult Services position at the Thomas J. Harrison Pryor Public Library effective December 16th, 2020. This position was approved at the October 20th, 2020 Council meeting.

Motion was made by Ketcher, second by Chitwood to approve hiring Katie R. Pilmaier for the budgeted part-time Library Assistant – Adult Services position at the Thomas J. Harrison Pryor Public Library effective

December 16th, 2020. This position was approved at the October 20th, 2020 Council meeting. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

p. Discussion and possible action regarding hiring Charlene G. Williams for the vacant part-time Library Assistant – Youth Services position at the Thomas J. Harrison Pryor Public Library effective December 16th, 2020. This position became vacant when Lillian Tucker was promoted to full-time. Motion was made by Ketcher, second by Chitwood to approve hiring Charlene G. Williams for the vacant part-time Library Assistant – Youth Services position at the Thomas J. Harrison Pryor Public Library effective December 16th, 2020. This position became vacant when Lillian Tucker was promoted to full-time. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

w. Discussion and possible action regarding approving retirement of Pryor Creek Police Reserve Officer Tommy M. Parker effective December 7th, 2020. Motion was made by Chitwood, second by Smith to approve retirement of Pryor Creek Police Reserve Officer Tommy M. Parker effective December 7th, 2020. Chitwood thanked Parker for his years of service. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Brakefield reported that the Budget and Personnel Committee will meet Tuesday, January 12th, 2021 at 5:30 p.m.

b. Ordinance and Insurance (Shropshire)

Shropshire reported that the next Ordinance and Insurance Committee meeting will be Monday, January 11th, 2021 at 5:30 p.m.

c. Street (Smith)

Smith reported that the Street Committee will meet next Tuesday.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 8:22 p.m.

2. APPROVE MINUTES OF DECEMBER 1ST, 2020 MEETING.

Motion was made by Smith, second by Chitwood to approve minutes of December 1st, 2020 meeting. Voting yes: Brakefield, Tramel, Ketcher, Shropshire, Smith, Chitwood. Abstaining, counting as a no vote: Thompson. 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, Smith, Chitwood, Brakefield. Voting no: none.

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

MINUTES WRITTEN BY DEPUTY CLERK DARLA COATS

From Sheryl Laue on explanation of the Final Plat for Ragsdale Addition and Council on December 15, 2020.

Our current UDO has a chart that explains what board is responsible for decisions. See Table 15-1 attached.

In past years apparently the Council was the board to approve plats but now with this UDO the power has changed to the Planning and Zoning Committee.

Ragsdale Addition was the first final plat to be approved since the UDO was adopted January 10, 2019. When the Plat was prepared it was "missed" that the plat was not approved at Council on December 15, 2020 therefore it was printed on the document, Signed, and filed at county before I realized the error.

Steve Powell and I went to Kim Ritchie's office to discuss this error. I explained that in the past our offices have had to research Council minutes and not finding what we needed. And that if in the future, someone needed to Confirm a lot size and search the Council meeting of December 15, 2020 for the plat approval, it would not be found. So, I asked if a "statement" could be added to the minutes of that Council date - the Final plat was filed with the incorrect date and committee; and should have stated Planning and Zoning meeting on December 10, 2020.

TABLE 15-1
REVIEW AND DECISION-MAKING AUTHORITY SUMMARY TABLE

R = Review body (review and recommendation)
DM = Decision-making body (final decision to approve or deny)
< > = Public hearing required
Hearing notice: N = newspaper; M = mail; P = posting (signs)

Procedure	Staff	Planning Commission	Board Of Adjustment	City Council	Public Notice
Zoning text amendments	R	<R>	-	<DM>	N
Zoning map amendments (non-HP)	R	<R>	-	<DM>	N,M,P
Subdivisions:					
Preliminary plat	R	<DM>	-	-	M
Final plat	DM	-	-	-	-
Lot splits and adjustments:					
Type 1	DM	-	-	-	-
Type 2	R	DM	-	-	M
Modifications	-	DM	-	-	-
Development plans	R	<R>	-	<DM>	N,M,P
Site plans	DM ¹	-	-	-	-
Zoning interpretations	DM ³	-	-	-	-
Administrative adjustments	DM	-	-	-	M
Special exceptions	-	-	<DM>	-	N,M,P ²
Variances	-	-	<DM>	-	N,M
Appeals of administrative decisions	-	-	<DM> ³	-	N,M

Notes:

1. Unless alternative site plan review procedure/decision-maker is established by City Council at time of development plan approval (see subsection 10-15-8C of this chapter).
2. Special notice requirements apply to minor special exceptions (see subsection 10-15-12E of this chapter).
3. Appeals of administrative decisions on site plans to the Planning Commission.