

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, APRIL 20TH, 2021 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, Randy Chitwood, Jimmy Tramel and Yolanda Thompson. Members absent: Briana Brakefield.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Park Superintendent Frank Powell, Emergency Management Director Johnny Janzen, Golf Superintendent Dennis Bowman, Building Inspector Kenneth Young, Recreation Center Director Jessica Long, Assistant Recreation Center Director Jerome Hopkins.

Others present: Police Officer Dustin VanHorn, Animal Shelter Officer Becki Sams-Benham, Kemmie 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

Young had no report but asked if the Council had questions.

b. Emergency Management

Janzen reported that Mayes County Fairgrounds will no longer be a Point of Dispensing for COVID vaccines. If anyone still needs their vaccine, they need to contact the Mayes County Health Department. He also reported that the "Magic Juice" machine will be installed Friday. This will not just be used for COVID but will help with flu and other issues. We will no longer have to go get it in Claremore. It will be located at the old Sheriff's office.

c. Fire

No report.

d. Golf

Bowman showed the Council an award from the PGA for Merchandiser of the Year. The Corps of Engineers has done their yearly inspection and the Department of Agriculture came out a couple of weeks ago. Last week the Junior High Tournament was held, and next week the Girls' Tournament will be held.

e. Library

Rerat sent a report to Council in her absence.

f. Parks / Cemetery

Powell reported that this is a busy time of year. They are still working on finding the right time to install the new equipment at Bobby Buck Park. The new Whitaker Park bathroom walls are up. He is looking into installation of cameras at Whitaker. There are issues with the public swimming pool so some engineers are coming to inspect it later this week.

g. Police

Nichols had no report but asked if the Council had any questions.

h. Recreation Center

Long reported that 17 people from GRDA, Highway Patrol and Sheriff's Department used their pool to train for water rescues. They will do another one in the near future. Jacki is training this weekend to qualify to train lifeguards. Long stated that if the outdoor pool opens, they will rotate lifeguards between both locations,

and if it cannot open they will extend their hours for swim time availability for public use. Their March Madness finished up and Kelly Littledave was the winner. She ended up having walked 319 miles.

i. Street

No report.

4. MAYOR’S REPORT:

a. CARES Reimbursement Account Report with discussion. Discussion items to include the amount of the fund balance, prioritizing expenditure pathways of the funds.

No action. Mayor gave an updated report.

b. Discussion and possible action regarding removing from the table Item c. from Mayor’s Report on April 6, 2021.

Motion was made by Ketcher, second by Shropshire to remove from the table Item c. from Mayor’s Report on April 6, 2021. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Tramel, Thompson. Voting no: none.

c. Discussion and possible action regarding spending the remainder of the CARES Act Relief funds towards remedy of the Salt Branch Creek seasonal flooding.

Motion was made by Shropshire, second by Smith to discuss spending the remainder of the CARES Act Relief funds toward remedy of the Salt Branch Creek seasonal flooding in phases: Phase I – Clean up; Phase II - Dry Retention; Phase III – Tributary.

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

d. A few updates.

No action. Updates reported were as follow:

1. Castle Theater – Mayor would like to charge Councilors to listen to their constituents and discuss at next Council meeting on May 4th what they want to do with this building and property.
2. Emergency Services Center/Library Project - CMSWillowbrook and Mayor will have meetings and give reports at the first Council meeting of each month.
3. Cemetery Streets – we should have bids for this project by next Council meeting.

5. CITY ATTORNEY’S REPORT:

a. First reading of an ordinance changing and amending zoning classification from “AG” (Agriculture) to “CAR” (Commercial Automotive and Recreation) of property described as follows:

A tract of land being a part of the Southeast Quarter of the Southwest Quarter (SE1/4 SW1/4) of Section Nine (9), Township Twenty-one (21) North, Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma, more particularly described as follows, to-wit: BEGINNING at the Southeast corner of the Southeast Quarter of the Southwest Quarter (SE¼ SW¼) ; THENCE North 01°30’40” West along the East line of the SE¼ of the SW¼ a distance of 881.13 feet to a ½ inch iron pin; THENCE South 88°35’06” West a distance of 245.75 feet to a ½ inch iron pin; THENCE South 01°31’41” East a distance of 881.11 feet to a MAG nail on the South line of the SE¼ of the SW¼; THENCE North 88°35’20” East a distance of 245.75 feet to the point of beginning.

No action.

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 April 6th, 2021 Council meeting.
- b. Approve payroll purchase orders through April 30th, 2021.
- c. Approve claims for purchase orders through April 20th, 2021.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2020202594 - 2020202588	247,343.97
STREET & DRAINAGE	2020202484 - 2020202510	25,607.40
CEMETERY CARE FUND	2020202562	602.50
GOLF COURSE	2020202564 - 2020202566	13,371.37
CAPITAL OUTLAY	2020202543 - 2020201983	8,364.84
REAL PROPERTY ACQUIS.	2020202592	36.00
RECREATION CENTER	2020202511 - 2020202588	13,436.04
DONATIONS AND EARMARKED	2020202518 - 2020202614	991.94
	TOTAL	309,754.06

- d. Acknowledge receipt of deficient purchase orders.
- e. Approve January & February 2021 Appropriations Requests.
- f. Discussion and possible action regarding use of Whitaker Park on Friday, June 4th, 2021, for Relay for Life, from 6:00 pm – midnight.
- g. Discussion and possible action regarding an expenditure in the amount of \$5,400.00 to Intertribal Software Consultants, Inc. for annual Laserfiche subscription from General Software Account #02-201-5260.
- h. Discussion and possible action regarding bids received for a new Cantilever Walkway and accepting a bid of \$34,447.00 to Oklahoma Canopies & Awnings from Pryor Creek Recreation Center Capital Outlay Equipment Account #84-845-5410. Other bids received: Arning Companies, \$44,092.27.
- i. Discussion and possible action to approve receiving funds from Cherokee Nation in the amount of \$15,000.00 to be deposited into Pryor Creek Recreation Center Grants and Donations Account #84-000-4251 to offset the cost of a new Cantilever Walkway.
- j. Discussion and possible action regarding a Resolution of Adoption for a fitness court at the Pryor Creek Recreation Center as part of the 2021 National Fitness Campaign.
- k. Discussion and possible action regarding quote received for a Rhino Boom Arm Mower from Chupp Implement Co. in the amount of \$9,860.50 at State bid price from Street Capital Outlay Account #14-145-5411, to be expensed after July 1st, 2021.
- l. Discussion and possible action regarding accepting bid from Eklund Duct Cleaning, LLC in the amount of \$14,340.00 from General Repair and Maintenance Account #02-201-5091 for duct cleaning at Pryor Creek City Hall. Other bids received: Air Doctor, \$31,986.00; Breathe Easy – Clean Deans, \$36,843.00.

Motion was made by Ketcher, second by Smith to approve items a – l, less items a, h, i and j. Voting yes: Nance, Smith, Chitwood, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

a. Approve minutes of the April 6th, 2021 Council meeting.

Motion was made by Shropshire, second by Ketcher to approve minutes of the April 6th, 2021 Council meeting. Voting yes: Smith, Chitwood, Ketcher, Shropshire, Nance. Abstaining, counting as a no vote: Tramel and Thompson. Voting no: none.

h. Discussion and possible action regarding bids received for a new Cantilever Walkway and accepting a bid of \$34,447.00 to Oklahoma Canopies & Awnings from Pryor Creek Recreation Center Capital Outlay Equipment Account #84-845-5410. Other bids received: Arning Companies, \$44,092.27.

Motion was made by Thompson, second by Chitwood to approve bids received for a new Cantilever Walkway and accept a bid of \$34,447.00 to Oklahoma Canopies & Awnings from Pryor Creek Recreation Center Capital Outlay Equipment Account #84-845-5410. Other bids received: Arning Companies, \$44,092.27. Voting yes: Chitwood, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

i. Discussion and possible action to approve receiving funds from Cherokee Nation in the amount of \$15,000.00 to be deposited into Pryor Creek Recreation Center Grants and Donations Account #84-000-4251 to offset the cost of a new Cantilever Walkway.

Motion was made by Shropshire, second by Chitwood to approve funds from Cherokee Nation in the amount of \$15,000.00 to be deposited into Pryor Creek Recreation Center Grants and Donations Account #84-000-4251 to offset the cost of a new Cantilever Walkway. Chitwood thanked the Cherokee Nation. Voting yes: Tramel, Thompson, Shropshire, Nance, Smith, Chitwood. Abstaining, counting as a no vote: Ketcher. Voting no: none.

j. Discussion and possible action regarding a Resolution of Adoption for a fitness court at the Pryor Creek Recreation Center as part of the 2021 National Fitness Campaign.

Motion was made by Chitwood, second by Nance to approve Resolution of Adoption for a fitness court at the Pryor Creek Recreation Center as part of the 2021 National Fitness Campaign. Chitwood and Nance then amended their motion to include Resolution #2021 - 2. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Tramel. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Budget and Personnel Committee will meet the second Tuesday of next month.

b. Ordinance and Insurance (Shropshire)

Shropshire had nothing to report at this time.

c. Street (Smith)

Smith had nothing to report at this time.

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: Ketcher, Shropshire, Nance, Smith, Chitwood, Tramel, Thompson. 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 APRIL 6TH, 2021 MEETING.

Motion was made by Smith, second by Chitwood to approve minutes of April 6th, 2021 meeting. Voting yes: Shropshire, Nance, Smith, Chitwood, Ketcher. Abstaining, counting as a no vote: Tramel and 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 Nance to adjourn. Voting yes: Nance, Smith, Chitwood, 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
