

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MAY 4TH, 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 Dennis Nance. 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: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Fire Chief BK Young, Park Superintendent Frank Powell, Street Superintendent Buddy Glenn, Library Director Cari Rerat, Building Inspector Kenneth Young, Recreation Center Director Jessica Long.

Others present: Police Captain Kevin Tramel, Police Officer Dustin VanHorn, Animal Control Officer Becki Sams-Benham, City Engineer Steve Powell, Dalton Powell, Library Board Chairman Jeanette Anderson, Drew Stott, Dan Hazelton, Kemie Shropshire and Terry Aylward.

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

Dan Hazelton spoke regarding the Pray for the City Dinner on Thursday, May 6th and invited the Council to attend.

3. DEPARTMENT HEAD REPORTS IF NEEDED:

a. Building Inspector

Young reported that in April 43 permits were sold, and inspections are picking up. Four new homes have been started since the last Council meeting.

b. Emergency Management

No report.

c. Fire

Young had nothing to report.

d. Golf

No report.

e. Library

Rerat reported that this week they will hold their first in-person program since Covid. Thursday, May 6th, will be a Gardening program and May 13th, will be a Butterfly program.

f. Parks / Cemetery

Powell reported that they are busy at the cemetery. The Whitaker restrooms are on schedule, and the Splash Pad should open around May 14th.

g. Police

Nichols reported that Kla-Mart donated treats to the Animal Shelter.

h. Recreation Center

Long reported that they received 118 new members last month and have had an average of 6,300 people through the doors per week.

i. Street

Glenn reported that they have been dipping ditches. They have put up the new Right-Turn-Only signs and new streets signs have been installed.

4. MAYOR'S REPORT:

a. Recognize and present proclamation for Kids to Parks Day on May 15th, 2021.

Mayor recognized and presented the proclamation for Kids to Parks Day on May 15th, 2021.

b. 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.

c. Discussion and possible action regarding removing from the table Item c. from Mayor's Report on April 20th, 2021.

Motion was made by Ketcher, second by Smith to remove from the table Item c. from Mayor's Report on April 20th, 2021. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

d. 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 Ketcher, second by Nance to approve spending the remainder of the CARES Act Relief funds towards remedy of the Salt Branch Creek seasonal flooding. Tramel stated that he believes this needs to be sent back to the Budget and Personnel Committee and Jeff Kolker for review, and possibly have these funds moved to another fund account before it is brought back to Council. He is concerned it will affect the budget for the new fiscal year.

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

e. Discussion regarding disposition and future of the Castle Theater, Pryor Youth Organization (PYO).

No action. Discussion only.

f. Discussion and possible action regarding accepting and awarding the lowest and best bid for Cemetery street rehabilitation project to be paid from Cemetery Care Fund #19-195-5412.

Motion was made by Ketcher, second by Smith to approve accepting and awarding the lowest and best bid for Cemetery street rehabilitation project to be paid from Cemetery Care Fund #19-195-5412.

Steve Powell spoke and presented the bids received on May 3rd, 2021. Bids received: Boss Contractors - \$54,840.00; Ellsworth Construction - \$61,040.00; Dunham's - \$64,655.00. He reported that the Engineer's Estimate was \$93,000.00.

Ketcher and Smith then amended their motion and second to include the name of the low bidder and approve accepting and awarding Boss Contractors as lowest and best bid for Cemetery street rehabilitation project to be paid from Cemetery Care Fund #19-195-5412. Voting yes: Nance, Smith, Chitwood, Brakefield, Thompson, Ketcher, Shropshire. Voting no: Tramel.

g. A few updates.

No action. Mayor gave an explanation regarding the American Recovery Act.

5. CITY ATTORNEY'S REPORT:

a. Second and final reading, discussion and possible action regarding 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 (SE1/4 SW1/4); THENCE North 01°30'40" West along the East line of the SE1/4 of the SW1/4 a distance of 881.13 feet to a 1/2 inch iron pin;
THENCE South 88°35'06" West a distance of 245.75 feet to a 1/2 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 SE1/4 of the SW1/4;
THENCE North 88°35'20" East a distance of 245.75 feet to the point of beginning.**

Motion was made by Chitwood, second by Tramel to approve Ordinance #2021-17 and waive the reading. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance. 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 April 20th, 2021 Council meeting.
- b. Approve payroll purchase orders through May 14th, 2021.
- c. Approve claims for purchase orders through May 4th, 2021.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2020202735 - 911206B	49,248.46
STREET & DRAINAGE	911199B - 2020202642	54,212.88
GOLF COURSE	2020202696 - 2020202722	13,003.47
CAPITAL OUTLAY	2020202652 - 2020201328	1,548.00
REAL PROPERTY ACQUIS.	911224B - 2020202743	1,254.80
RECREATION CENTER	2020202716 - 2020202658	24,305.23
E-911	2020202690	2,129.02
TOTAL		145,701.86
NO BLANKETS		

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Discussion and possible action approving Mayor Lees and Cari Rerat, Library Director, to sign "Agreement for 2021 State Aid Recipients" and acceptance of grant funds for the Thomas J. Harrison Pryor Public Library in the amount of \$10,142.00 from the State of Oklahoma 2020 Oklahoma Department of Libraries State Aid, to be received into Library Special Cash Account #92-000-4233.
- f. Discussion and possible action authorizing Pryor Main Street to close South Adair from Graham to Southeast 1st Street on May 27th, 2021, from 4:30 – 8:30 pm for a Red, White & Blue Bash. Graham Avenue will not be closed.
- g. Discussion and possible action regarding correction of a Scrivener’s error on January 19th, 2021 Council agenda, Item 6.k. Account number should have read: 2019 Bond Project Expenses - Whitaker Park Restrooms Account #78-785-5801.
- h. Discussion and possible action regarding hiring Matthew Bryant as B Operator at the Pryor Creek Street Department at Range C, Step 1 (annual wage - \$30,834.00), effective May 5th, 2021.
- i. Discussion and possible action regarding Change Order No. 1, for Drainage Project at 3rd and Eastmanor.
- j. Discussion and possible action regarding agreement with Terracon for Geophysical Services at the Pryor Creek Public Swimming Pool at a cost of \$3,350.00.
- k. Discussion and possible action regarding the Pryor Creek Police Department accepting the Oklahoma Highway Safety Office Grant in the amount of \$19,843.00. This is a reimbursement grant that will pay the overtime for officers to target traffic violations, including speeding and red lights, in the City of Pryor Creek General Fund – Police Overtime Account #02-215-5013.
- l. Discussion and possible action regarding accepting Wade’s Wrecker Service as the lowest and best bid in the amount of \$2,600.00 for demolition of property at 144 NW 477 Lane. Other Bids received: Sheldon Schmidt, \$3,795.00; Hansen Dirt & Demo, LLC, \$4,800.00.

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

a. Approve minutes of the April 20th, 2021 Council meeting.

Motion was made by Ketcher, second by Smith to approve minutes of the April 20th, 2021 Council meeting. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Abstaining, counting as a no vote: Brakefield. Voting no: none.

i. Discussion and possible action regarding Change Order No. 1, for Drainage Project at 3rd and Eastmanor.

Motion was made by Ketcher, second by Chitwood to approve Change Order No. 1, for Drainage Project at 3rd and Eastmanor.

Ketcher and Chitwood then amended their motion and second to table. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

j. Discussion and possible action regarding agreement with Terracon for Geophysical Services at the Pryor Creek Public Swimming Pool at a cost of \$3,350.00.

Motion was made by Ketcher, second by Smith to approve agreement with Terracon for Geophysical Services at the Pryor Creek Public Swimming Pool at a cost of \$3,350.00.

Ketcher and Smith then amended their motion and second to include account number as #02-201-5075, General Outside Services. 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 Budget and Personnel Committee will meet on May 11th, at 5:30 pm.

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, Brakefield, Tramel, Thompson. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:05 p.m.

2. APPROVE MINUTES OF APRIL 20TH, 2021 MEETING.

Motion was made by Ketcher, second by Nance to approve minutes of April 20th, 2021 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 Nance 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
