

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, JUNE 1<sup>ST</sup>, 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, 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, Assistant Fire Chief James Baumert, Emergency Management Director Johnny Janzen, Building Inspector Kenneth Young, Recreation Center Director Jessica Long, Assistant Recreation Center Director Jerome Hopkins.

Others present: Police Captain Kevin Tramel, Police Officer Dustin VanHorn, City Engineer Steve Powell, Flood Plain Administrator Bill Smith, Nena Roberts, Chris Curnutt, Buddy Nunley, Dee Ann Briggs, Marshel Morrison, Brenda Shrader, Carolyn Erwin, Rachel Campbell, Dean Robertson, Mike Kennedy, Sam Vonwald, Margie Campbell, Tom Campbell, Kemmie Shropshire and Terry Aylward.

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

**a. Nena Roberts regarding city-wide mosquito-spraying.**

Nena Roberts spoke against city-wide mosquito-spraying.

**b. Mike Kennedy with Professional Pest Control regarding city-wide mosquito-spraying.**

Mike Kennedy with Professional Pest Control spoke regarding the safety of city-wide mosquito-spraying.

**3. DEPARTMENT HEAD REPORTS IF NEEDED:**

**a. Building Inspector**

Young reported that they are having to work around the weather. He reported that there are a couple of new homes that have been started.

**b. Emergency Management**

Janzen reported that he has been working on FEMA audits. He will submit the paperwork to retrieve between \$30-\$40,000.00. Tramel asked about the Park Branch Creek and the funds from that grant. Janzen stated that once the city determines a specific project to work on, we can submit an application for the grant funds.

**c. Fire**

Baumert reported that they have been training on swift-water rescues. Calls are running about the same as normal.

**d. Golf**

No report.

**e. Library**

No report.

**f. Parks / Cemetery**

No report.

**g. Police**

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

**h. Recreation Center**

Long reported that they are staying very busy. They have extended their summer pool hours and the new summer programs will begin next week.

**i. Street**

No report.

**4. MAYOR’S REPORT:**

**a. Discussion and possible action regarding beginning Salt Branch Creek clean-up process with Phase 1 (estimated cost of \$60,337.00) and Phase 2 (estimated cost of \$52,535.00) per the recommendation of our Flood Plain Administrator and our Flood Plain Board. This action requires competitive bidding, and the path for funding is considered to be CARES Act funds.**

Motion was made by Thompson, second by Brakefield to approve beginning Salt Branch Creek clean-up process with Phase 1 (estimated cost of \$60,337.00) and Phase 2 (estimated cost of \$52,535.00) per the recommendation of our Flood Plain Administrator and our Flood Plain Board. This action requires competitive bidding, and the path for funding is considered to be CARES Act funds. Flood Plain Administrator Bill Smith spoke. Thompson and Brakefield then amended their motion and second to include securing permanent easements prior to the bidding process and the city will be responsible for maintaining easements. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

**b. Discussion and possible action regarding removing from the table Item e. from Mayor’s Report on May 18<sup>th</sup>, 2021.**

Motion was made by Shropshire, second by Chitwood to approve removing from the table Item e. from Mayor’s Report on May 18<sup>th</sup>, 2021. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. 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 Brakefield, second by Ketcher to approve spending the remainder of the CARES Act Relief funds towards remedy of the Salt Branch Creek seasonal flooding. Voting yes: Ketcher. Voting no: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Shropshire. Motion failed.

**5. CITY ATTORNEY’S REPORT:**

No report.

**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 May 18<sup>th</sup>, 2021 Council meeting.
- b. Approve payroll purchase orders through June 11<sup>th</sup>, 2021.
- c. Approve claims for purchase orders through June 1<sup>st</sup>, 2021.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2020202974 – 911206B	56,598.03
STREET & DRAINAGE	2020202885 – 2020202907	17,363.06
CEMETERY CARE FUND	2020202947	1,532.50
GOLF COURSE	2020202977 - 2020202955	13,715.26
CAPITAL OUTLAY	2020202940	180.00
REAL PROPERTY ACQUIS.	911224B	1,225.00
RECREATION CENTER	2020202901 - 2020202967	21,923.10
E-911 CASH FUND	2020202909	2,128.82
	<b>TOTAL</b>	<b>114,665.77</b>
<b>NO BLANKETS</b>		

- d. Acknowledge receipt of deficient purchase orders.  
*There were no deficient purchase orders.*
- e. Discussion and possible action regarding surplus of one Coachmen Travel Trailer, Serial (VIN) 1TC2B969X61310547, purchase price \$3,500.00, from the Pryor Creek Fire Department.
- f. Discussion and possible action regarding not opening the Whitaker Park Swimming Pool for this season, as recommended by the Park Board on May 24<sup>th</sup>, 2021.
- g. Discussion and possible action regarding awarding Duane Fought the mowing rights-of-way contract for fiscal year 2021-2022 in the amount of \$28,000.00, as recommended by the Street Committee. No other bids were received.
- h. Discussion and possible action regarding hiring Rachel Campbell to fill vacant dispatcher position at the Pryor Creek Police Department at Range D, Step 1 (annual wage - \$32,534.00) effective June 7<sup>th</sup>, 2021. This position was left vacant by the resignation of Stephanie Perry.

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

**b. Approve payroll purchase orders through June 11<sup>th</sup>, 2021.**

Motion was made by Tramel, second by Shropshire to approve payroll purchase orders through June 11<sup>th</sup>, 2021. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

**c. Approve claims for purchase orders through June 1<sup>st</sup>, 2021.**

Motion was made by Shropshire, second by Smith to approve claims for purchase orders through June 1<sup>st</sup>, 2021. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

**e. Discussion and possible action regarding surplus of one Coachmen Travel Trailer, Serial (VIN) 1TC2B969X61310547, purchase price \$3,500.00, from the Pryor Creek Fire Department.**

Motion was made by Chitwood, second by Smith to approve surplus of one Coachmen Travel Trailer, Serial (VIN) 1TC2B969X61310547, purchase price \$3,500.00, from the Pryor Creek Fire Department. Chitwood and Smith then amended their motion and second to approve declaring surplus and selling via the internet. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

**f. Discussion and possible action regarding not opening the Whitaker Park Swimming Pool for this season, as recommended by the Park Board on May 24<sup>th</sup>, 2021.**

Motion was made by Nance, second by Chitwood to approve not opening the Whitaker Park Swimming Pool for this season, as recommended by the Park Board on May 24<sup>th</sup>, 2021. Voting yes: Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

**g. Discussion and possible action regarding awarding Duane Fought the mowing rights-of-way contract for fiscal year 2021-2022 in the amount of \$28,000.00, as recommended by the Street Committee. No other bids were received.**

Motion was made by Chitwood, second by Brakefield to approve awarding Duane Fought the mowing rights-of-way contract for fiscal year 2021-2022 in the amount of \$28,000.00, as recommended by the Street Committee. No other bids were received. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

**h. Discussion and possible action regarding hiring Rachel Campbell to fill vacant dispatcher position at the Pryor Creek Police Department at Range D, Step 1 (annual wage - \$32,534.00) effective June 7<sup>th</sup>, 2021. This position was left vacant by the resignation of Stephanie Perry.**

Motion was made by Ketcher, second by Brakefield to approve hiring Rachel Campbell to fill vacant dispatcher position at the Pryor Creek Police Department at Range D, Step 1 (annual wage - \$32,534.00) effective June 7<sup>th</sup>, 2021. This position was left vacant by the resignation of Stephanie Perry. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

**7. COMMITTEE REPORTS:**

**a. Budget and Personnel (Brakefield)**

Brakefield reported that the next Budget and Personnel Committee meeting will be on June 8<sup>th</sup>, at 5:30 pm.

**b. Ordinance and Insurance (Shropshire)**

Shropshire reported that the Ordinance and Insurance Committee will meet Thursday, June 3<sup>rd</sup>, 2021.

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

**PRYOR PUBLIC WORKS AUTHORITY**

**1. CALL TO ORDER.**

Meeting was called to order at 7:30 p.m.

**2. APPROVE MINUTES OF MAY 18<sup>TH</sup>, 2021 MEETING.**

Motion was made by Ketcher, second by Brakefield to approve minutes of May 18<sup>th</sup>, 2021 meeting. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, 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 Nance to adjourn. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Nance, Smith. Voting no: none.

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

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

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