

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, JUNE 15<sup>TH</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 Mayor Lees. 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. Members absent: Yolanda Thompson.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Assistant Police Chief James Willyard, Fire Chief BK Young, Park Superintendent Frank Powell, Emergency Management Director Johnny Janzen, Library Director Cari Rerat, Building Inspector Kenneth Young, Assistant Recreation Center Director Jerome Hopkins.

Others present: Police Captain Kevin Tramel, Police Officer Dustin VanHorn, Animal Control Officer Becki Sams-Benham, Brown & Brown Insurance representatives Jennifer Brittain and Kristy Hinojosa, Architect James Graber, CMS Willowbrook representative Adam Garrett, Chris Raleigh, Nena Roberts, Mike Kennedy, Dan and Emilee Hazelton, Pat Richard, Chad Wolfe, Kimmie Shropshire and Terry Aylward.

**2. PROCLAMATION HONORING PRYOR PUBLIC SCHOOLS SUPERINTENDENT DR. DON RALEIGH.**

Mayor read the Proclamation and presented it to Dr. Raleigh's brother, Chris.

**3. PETITIONS FROM THE AUDIENCE. (LIMITED TO 5 MINUTES, MUST REQUEST IN ADVANCE.)**  
There were no petitions.

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

**a. Building Inspector**

Young stated he had nothing new to report, but he asked if the Council had any questions for him.

**b. Emergency Management**

Janzen reported that the tornado siren test tomorrow will last longer than usual.

**c. Fire**

Young reported that they are working on brush trucks. He also asked that no action be taken on Item "o" on the Consent Agenda.

**d. Golf**

No report.

**e. Library**

Rerat reported that they have a very large summer reading program this year.

**f. Parks / Cemetery**

Powell reported that the Parks / Cemetery Departments are staying busy. He gave a shout-out to the American Legion for their help in assembling the new play equipment at Bobby Buck Park.

**g. Police**

Willyard had no report.

**h. Recreation Center**

Hopkins reported that they have 161 new members so far this month. Classes are at full attendance. He reported that they will be posting the custodian job next week.

**i. Street**

No report.

**5. MAYOR’S REPORT:**

**a. CMS Willowbrook update to City Council regarding Emergency Services / Library Expansion project.**

CMS Willowbrook representative Adam Garrett provided an update to City Council regarding the Emergency Services / Library Expansion project. He stated that everything is going according to plan. All dirt work is complete, and we will start seeing the beginnings of a building before long.

**b. Discussion and possible action regarding approval of an addition to the Emergency Center / Library Expansion project to include a Museum Room for the purpose of preservation and display of the famous Bill Rabbit Painted Pony and other Native American Art. The addition is estimated to cost \$605,781.00 and would be funded via the City of Pryor Creek, 2019 Bond Fund.**

Motion was made by Chitwood, second by Smith to approve an addition to the Emergency Center / Library Expansion project to include a Museum Room for the purpose of preservation and display of the famous Bill Rabbit Painted Pony and other Native American Art. The addition is estimated to cost \$605,781.00 and would be funded via the City of Pryor Creek, 2019 Bond Fund.

Jim Graber spoke regarding the design plan. After much discussion, motion to table and send back to Mr. Graber to design something for approximately \$200,000.00 - \$300,000.00 was made by Tramel, second by Shropshire. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

**c. Discussion and possible action regarding retaining the services of Professional Pest Control for mosquito control.**

Motion was made by Shropshire, second by Smith to approve retaining the services of Professional Pest Control for mosquito control. Mayor invited Nena Roberts to the microphone, and she shared her information. Mike Kennedy was then called to the microphone and he shared his information. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher. Voting no: none.

**6. CITY ATTORNEY’S REPORT:**

**a. Discussion and possible action concerning the July 1<sup>st</sup>, 2021 – June 30<sup>th</sup>, 2022 collective bargaining agreement between the City of Pryor Creek, Oklahoma and Pryor Police, Lodge No. 116 of the Fraternal Order of Police.**

Motion was made by Chitwood, second by Smith to approve the July 1<sup>st</sup>, 2021 – June 30<sup>th</sup>, 2022 collective bargaining agreement between the City of Pryor Creek, Oklahoma and Pryor Police, Lodge No. 116 of the Fraternal Order of Police. The changes were read before the vote was taken. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire. Voting no: none.

**b. Discussion and possible action concerning the July 1<sup>st</sup>, 2021 – June 30<sup>th</sup>, 2022 collective bargaining agreement between the City of Pryor Creek, Oklahoma and Pryor Fire, International Association of Firefighters, AFL-CIO/CLC.**

Motion was made by Chitwood, second by Nance to approve the July 1<sup>st</sup>, 2021 – June 30<sup>th</sup>, 2022 collective bargaining agreement between the City of Pryor Creek, Oklahoma and Pryor Fire, International Association of Firefighters, AFL-CIO/CLC. The changes were read before the vote was taken. Voting yes: Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance. Voting no: none.

**7. 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 June 1<sup>st</sup>, 2021 Council meeting.
- b. Approve payroll purchase orders through June 25<sup>th</sup>, 2021.
- c. Approve claims for purchase orders through June 15<sup>th</sup>, 2021.

<b>FUNDS</b>	<b>PURCHASE ORDER NUMBER</b>	<b>TOTALS</b>
GENERAL	2020203038 – 2020203035	171,999.67
STREET & DRAINAGE	2020202989 – 2020203032	36,067.74
GOLF COURSE	2020203113 - 2020203107	5,488.38
CAPITAL OUTLAY	2020203043 - 2020203132	12,831.18
REAL PROPERTY ACQUIS.	2020203040	96.25
RECREATION CENTER	2020203024 - 2020203016	12,160.94
DONATIONS AND EARMARKED	2020203076 - 2020203151	14,893.00
<b>TOTAL</b>		<b>253,537.16</b>
<b>NO BLANKETS</b>		

- d. Acknowledge receipt of deficient purchase orders.  
*There were no deficient purchase orders.*

- e. Approve May Appropriation Requests.
- f. Discussion and possible action authorizing Pryor Main Street to close South Adair from Graham to Southeast 1st Street on June 17<sup>th</sup>, 2021, from 4:30 – 8:30 pm for a Red, White & Blue Bash. Graham Avenue will not be closed. This event was rescheduled from May 27<sup>th</sup>, 2021.
- g. Approve year-end budget transfers recommended by Certified Public Accountants Kolker and Kolker as needed for fiscal year 2020-2021.
- h. Discussion and possible action regarding approval of 2021-2022 city group health insurance with Blue Cross Blue Shield.
- i. Discussion and possible action regarding renewal of city group life, vision and dental insurance.
- j. Discussion and possible action regarding continued offering of optional voluntary life, short-term disability and long-term disability.
- k. Discussion and possible action regarding offering a Flexible Spending Account to employees as part of their insurance package.
- l. Discussion and possible action regarding accepting bid from Premier Signs & Design in the amount of \$5,020.00 for a new sign at Centennial Park from Park Capital Outlay Account #02-219-5411. Other bid received: Image Builders: \$7,247.28.
- m. Discussion and possible action regarding surplus and trade-in of the following vehicles from the Pryor Creek Police Department:

2007	Pontiac	Grand Prix	2G2WP552C71202568	122,865	Forfeiture
2008	Chevy	Tahoe	1GNFK13078R239484	180,238	
2008	Honda	Ridgeline	2HJYK16248H532995	104,109	
2006	Cadillac	SD	1G6KD57Y56U222799	162,867	Forfeiture

Request method of disposal of surplus property per City code 2-1-4 (E 4):

Trade-In: The City Council may determine and prescribe that the property be disposed of by “trade-in” for replacement equipment at such values and prices as deemed to be in the best interest of the City and consistent with market rates.

- n. Discussion and possible action to approve the Pryor Creek Police Department to trade in the vehicles listed above to Pryor Chevrolet Buick GMC, as in the best interest of the city, for the trade in amount of \$17,000.00 on a 2021 Traverse LS FWD that was bid at \$31,473.00 for a difference of \$14,473.00 to be paid out of Police Drug Forfeitures Account #96-965-5555.

Other bids received:

- Classic Chevrolet - 2021 Traverse LS \$35,039.00 and \$16,200.00 for trades
- Suburban Chevrolet - (Did not have a new Traverse LS) \$15,500.00 for trades
- Jim Glover Chevy- 2021 Traverse LS \$34,295.00 and currently have not received bids for trades

- o. Discussion and possible action regarding an expenditure in the amount of \$3,760.00 to Muskogee Communications, Inc. for repair to a repeater on a water tower for the Pryor Creek Police Department from Fire Repair and Maintenance Account #02-217-5091.
- p. Discussion and possible action regarding approval of the Jail Use Agreement with the Board of County Commissioners of the County of Mayes, State of Oklahoma, with an increase in daily rate to \$25.00 beginning July 1<sup>st</sup>, 2021, for fiscal year 2021 – 2022.
- q. Discussion and possible action regarding an expenditure in the amount of \$4,735.00 to Municipal Utility Board for the City’s portion of the cost of improvements to the traffic signals at the intersection of State Highway 69 & 9<sup>th</sup> Street on May 24<sup>th</sup>, 2021, from Street Signs and Signals Account #14-145-5032.
- r. Discussion and possible action regarding the Municipal Utility Board’s recommendation of reappointment of Dr. Ken Rains to the Municipal Utility Board Seat #2, term expiring 06/30/2026.
- s. Discussion and possible action regarding reappointment of Paul Stevens to the Library Board Seat #4, term expiring 06/30/2024.
- t. Discussion and possible action regarding accepting the resignation of Matthew Arnold from dispatch position at the Pryor Creek Police Department effective June 23<sup>rd</sup>, 2021.

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

**f. Discussion and possible action authorizing Pryor Main Street to close South Adair from Graham to Southeast 1<sup>st</sup> Street on June 17<sup>th</sup>, 2021, from 4:30 – 8:30 pm for a Red, White & Blue Bash. Graham Avenue will not be closed. This event was rescheduled from May 27<sup>th</sup>, 2021.**

Motion was made by Chitwood, second by Smith to approve authorizing Pryor Main Street to close South Adair from Graham to Southeast 1<sup>st</sup> Street on June 17<sup>th</sup>, 2021, from 4:30 – 8:30 pm for a Red, White & Blue Bash. Graham Avenue will not be closed. This event was rescheduled from May 27<sup>th</sup>, 2021. Voting yes: Brakefield, Tramel, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

**g. Approve year-end budget transfers recommended by Certified Public Accountants Kolker and Kolker as needed for fiscal year 2020-2021.**

Motion was made by Smith, second by Chitwood to approve year-end budget transfers recommended by Certified Public Accountants Kolker and Kolker as needed for fiscal year 2020-2021. Voting yes: Tramel, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

**h. Discussion and possible action regarding approval of 2021-2022 city group health insurance with Blue Cross Blue Shield.**

Motion was made by Chitwood, second by Shropshire to approve 2021-2022 city group health insurance with Blue Cross Blue Shield. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

**i. Discussion and possible action regarding renewal of city group life, vision and dental insurance.**

Motion was made by Chitwood, second by Ketcher to approve renewal of city group life, vision and dental insurance. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher. Voting no: none.

**j. Discussion and possible action regarding continued offering of optional voluntary life, short-term disability and long-term disability.**

Motion was made by Chitwood, second by Smith to approve continued offering of optional voluntary life, short-term disability and long-term disability. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire. Voting no: none.

**k. Discussion and possible action regarding offering a Flexible Spending Account to employees as part of their insurance package.**

Motion was made by Shropshire, second by Chitwood to approve offering a Flexible Spending Account to employees as part of their insurance package. Voting yes: Smith, Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance. Voting no: none.

**m. Discussion and possible action regarding surplus and trade-in of the following vehicles from the Pryor Creek Police Department:**

2007	Pontiac	Grand Prix	2G2WP552C71202568	122,865	Forfeiture
2008	Chevy	Tahoe	1GNFK13078R239484	180,238	
2008	Honda	Ridgeline	2HJYK16248H532995	104,109	
2006	Cadillac	SD	1G6KD57Y56U222799	162,867	Forfeiture

**Request method of disposal of surplus property per City code 2-1-4 (E 4):**

**Trade-In: The City Council may determine and prescribe that the property be disposed of by “trade-in” for replacement equipment at such values and prices as deemed to be in the best interest of the City and consistent with market rates.**

Motion was made by Tramel, second by Chitwood to approve surplus and trade-in of the following vehicles from the Pryor Creek Police Department:

2007	Pontiac	Grand Prix	2G2WP552C71202568	122,865	Forfeiture
2008	Chevy	Tahoe	1GNFK13078R239484	180,238	
2008	Honda	Ridgeline	2HJYK16248H532995	104,109	
2006	Cadillac	SD	1G6KD57Y56U222799	162,867	Forfeiture

**Request method of disposal of surplus property per City code 2-1-4 (E 4):**

**Trade-In: The City Council may determine and prescribe that the property be disposed of by “trade-in” for replacement equipment at such values and prices as deemed to be in the best interest of the City and consistent with market rates.**

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

**n. Discussion and possible action to approve the Pryor Creek Police Department to trade in the vehicles listed above to Pryor Chevrolet Buick GMC, as in the best interest of the city, for the trade in amount of \$17,000.00 on a 2021 Traverse LS FWD that was bid at \$31,473.00 for a difference of \$14,473.00 to be paid out of Police Drug Forfeitures Account #96-965-5555.**

**Other bids received:**

- **Classic Chevrolet - 2021 Traverse LS \$35,039.00 and \$16,200.00 for trades**
- **Suburban Chevrolet - (Did not have a new Traverse LS) \$15,500.00 for trades**
- **Jim Glover Chevy- 2021 Traverse LS \$34,295.00 and currently have not received bids for trades**

Motion was made by Tramel, second by Smith to approve the Pryor Creek Police Department to trade in the vehicles listed above to Pryor Chevrolet Buick GMC, as in the best interest of the city, for the trade in amount of \$17,000.00 on a 2021 Traverse LS FWD that was bid at \$31,473.00 for a difference of \$14,473.00 to be paid out of Police Drug Forfeitures Account #96-965-5555.

Other bids received:

- Classic Chevrolet - 2021 Traverse LS \$35,039.00 and \$16,200.00 for trades
- Suburban Chevrolet - (Did not have a new Traverse LS) \$15,500.00 for trades
- Jim Glover Chevy- 2021 Traverse LS \$34,295.00 and currently have not received bids for trades

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

**o. Discussion and possible action regarding an expenditure in the amount of \$3,760.00 to Muskogee Communications, Inc. for repair to a repeater on a water tower for the Pryor Creek Police Department from Fire Repair and Maintenance Account #02-217-5091.**

Motion was made by Kethcer, second by Smith to take no action. Voting yes: Tramel, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

**p. Discussion and possible action regarding approval of the Jail Use Agreement with the Board of County Commissioners of the County of Mayes, State of Oklahoma, with an increase in daily rate to \$25.00 beginning July 1<sup>st</sup>, 2021, for fiscal year 2021 – 2022.**

Motion was made by Smith, second by Ketcher to approve the Jail Use Agreement with the Board of County Commissioners of the County of Mayes, State of Oklahoma, with an increase in daily rate to \$25.00 beginning July 1<sup>st</sup>, 2021, for fiscal year 2021 – 2022. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

**t. Discussion and possible action regarding accepting the resignation of Matthew Arnold from dispatch position at the Pryor Creek Police Department effective June 23<sup>rd</sup>, 2021.**

Motion was made by Chitwood, second by Smith to approve accepting the resignation of Matthew Arnold from dispatch position at the Pryor Creek Police Department effective June 23<sup>rd</sup>, 2021. Chitwood thanked Arnold for his service. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Ketcher. Voting no: none.

## **8. COMMITTEE REPORTS:**

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

Brakefield did not have much to report, but they are reviewing the new budget and the next Budget and Personnel Committee meeting will be on July 13<sup>th</sup>, at 5:30 pm.

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

Shropshire had nothing to report at this time.

### **c. Street (Smith)**

Smith reported that the regular meeting is scheduled for next week.

## **9. UNFORESEEABLE BUSINESS.**

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

There was no unforeseeable business.

## **10. ADJOURN.**

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

## **PRYOR PUBLIC WORKS AUTHORITY**

### **1. CALL TO ORDER.**

Meeting was called to order at 7:45 p.m.

**2. APPROVE MINUTES OF JUNE 1<sup>ST</sup>, 2021 MEETING.**

Motion was made by Chitwood, second by Smith to approve minutes of June 1<sup>st</sup>, 2021 meeting. Voting yes: Smith, Chitwood, Brakefield, Tramel, 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 Smith to adjourn. Voting yes: Chitwood, Brakefield, Tramel, Ketcher, Shropshire, Nance, Smith. 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

---