

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, DECEMBER 21<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 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, Yolanda Thompson. Members absent: none.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Assistant Fire Chief James Baumert, Street Superintendent Buddy Glenn, Library Director Cari Rerat and Recreation Center Director Jessica Long.

Others present: Police Captain Kevin Tramel, Police Officer Dustin Van Horn, MUB General Manager Jared Crisp, City Engineer Steve Powell, CMSWillowbrook representatives Bryan Miles and Brenna Wells, Architect Jim Graber, Bank of Commerce representative Adam Anderson, Jeanette Anderson, Tom Hall, Christie Hall, Kayla Hill, Allen Head, Josh Nix, David Briggs, Bill Huff, Candy Hills, 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**

No report.

**b. Emergency Management**

No report

**c. Fire**

Baumert had no report but asked if Council had any questions.

**d. Golf**

No report.

**e. Library**

Rerat reported that looking over the calendar year reports, the community has saved approximately \$446,000.00 in resources, which allows the library budget to come close to breaking even.

**f. Parks / Cemetery**

No report.

**g. Police**

Nichols had no report.

**h. Recreation Center**

Long had no report.

**i. Street**

Glenn reported that they continue as usual. They have been picking up leaves with the sweeper.

**4. MAYOR'S REPORT:**

**a. Possible Executive Session pursuant to the Oklahoma Open Meeting Act for the purpose of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within the jurisdiction of the City of Pryor Creek where the public disclosure of the matter discussed would interfere with the**

**development of products or services or would violate the confidentiality of the business. (25 O.S. § 307 (C) (11).**

Motion was made by Brakefield, second by Nance to enter Executive Session pursuant to the Oklahoma Open Meeting Act for the purpose of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within the jurisdiction of the City of Pryor Creek where the public disclosure of the matter discussed would interfere with the development of products or services or would violate the confidentiality of the business. (25 O.S. § 307 (C) (11). Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

**b. Discussion and possible action regarding resuming regular session. No action taken during Executive Session.**

Motion was made by Shropshire, second by Smith to resume regular session at 7:00 p.m. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Voting no: none.

Mayor moved to the Addendum.

**ADDENDUM  
CITY COUNCIL MEETING  
TUESDAY, DECEMBER 21<sup>ST</sup>, 2021 AT 6:00 P.M.**

**1. Discussion and possible action regarding increasing the Pryor Emergency Services Center & Library Renovation Project contract price from \$11,404,861.27 to \$12,448,333.57, (a \$1,043,742.30 increase), per the attached schedule of costs. This action is due to unforeseen modifications and changes not present at the time of contract approval.**

Motion was made by Smith, second by Ketcher to approve increasing the Pryor Emergency Services Center & Library Renovation Project contract price from \$11,404,861.27 to \$12,448,333.57, (a \$1,043,742.30 increase), per the attached schedule of costs. This action is due to unforeseen modifications and changes not present at the time of contract approval. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

Mayor moved back to regular agenda.

**5. CITY ATTORNEY’S REPORT:**

**a. Second and final reading, discussion and possible action regarding an ordinance annexing the lands described on the attached notice published by the City of Pryor concerning the said annexation proceeding and involving the petitioned annexation by Pryor Creek Investments, LLC, George Beard, Glen Passmore and Stonegate Development, Inc. concerning property located in Section 4, Township 21 North, Range 19 East, Mayes County, Oklahoma, adjacent to Stonegate Development and East 470 Road.**

Motion was made by Shropshire, second by Ketcher to approve and waive second reading of Ordinance #2021-21, annexing the lands described on the attached notice published by the City of Pryor concerning the said annexation proceeding and involving the petitioned annexation by Pryor Creek Investments, LLC, George Beard, Glen Passmore and Stonegate Development, Inc. concerning property located in Section 4, Township 21 North, Range 19 East, Mayes County, Oklahoma, adjacent to Stonegate Development and East 470 Road.

After much discussion, Tramel made a motion to table until Council could see a conceptual design, but there was no second. Voting yes: Smith, Brakefield, Ketcher, Nance. Voting no: Chitwood, Tramel, Thompson, Shropshire. Mayor voted yes to break the tie.

**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 7<sup>th</sup>, 2021 Council meeting.
- b. Approve payroll purchase orders through December 24<sup>th</sup>, 2021.
- c. Approve claims for purchase orders through December 21<sup>st</sup>, 2021.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2120211448 – 2120211434	155,946.07
COVID REIMBURSEMENT	911280B	11,115.00
STREET & DRAINAGE	2120211434 – 2120211280	25,606.11
GOLF COURSE	2120211434 – 911277B	7,534.17
CAPITAL OUTLAY	2120211436 – 911229B	54,957.06
REAL PROPERTY ACQUIS.	2120211489	277.10
RECREATION CENTER	2120211429 – 2120211434	7,151.82
	<b>TOTAL</b>	<b>262,587.33</b>

**NO BLANKETS**

d. Acknowledge receipt of deficient purchase orders.

*There were no deficient purchase orders.*

e. Approve August Appropriations Request.

<b>AUGUST 2021</b>		
FEE IN LIEU		\$ (0.71)
STREET & DRAINAGE		\$ 139,712.19
CEMETERY CARE INTEREST		\$ 12.83
CEMETERY CARE FUND		\$ 2,368.75
GOLF COURSE CASH FUND		\$ 57,113.50
CAPITAL OUTLAY FUND		\$ 45,939.20
CAPITAL OUTLAY RESERVE		\$ 338.31
REAL PROPERTY ACQUISITION		\$ 27.32
HOTEL/MOTEL TAX		\$ 3,723.66
2019 BOND PROJECT		\$ 67.39
LIBRARY BUILDING FUND		\$ 1.68
EDTA		\$ -
RECREATION CASH FUND		\$ 77,015.68
PPWA BOND PROCEEDS (86)		\$ -
PPWA SINKING FUNDS		\$ 91,863.83
PPWA BOND PROCEEDS (88)		\$ 3,235.28
E-911		\$ 3,097.52
LIBRARY SPECIAL		\$ 18.05
SEIZURES		\$ 0.02
DONATIONS		\$ 1,087.79
COMMUNITY DEVELOPMENT BLOCK GRANT		\$ -
FUND 47		\$ 378.33
MAIN STREET BOND ACCOUNT-2019		\$ 10,217.62
FLEX SPEND PLAN		\$ 21,500.00
<b>TOTAL</b>		<b>\$ 457,718.24</b>

f. Approve September Appropriations Request.

<b>SEPTEMBER 2021</b>		
FEE IN LIEU		\$ 42,967.91
STREET & DRAINAGE		\$ 144,586.66
CEMETERY CARE INTEREST		\$ 12.85
CEMETERY CARE FUND		\$ 700.00
GOLF COURSE CASH FUND		\$ 51,761.36
CAPITAL OUTLAY FUND		\$ 47,654.52
CAPITAL OUTLAY RESERVE		\$ 418.41
REAL PROPERTY ACQUISITION		\$ 27.39
HOTEL/MOTEL TAX		\$ 8,357.16
2019 BOND PROJECT		\$ 62.75
LIBRARY BUILDING FUND		\$ 1.69
EDTA		\$ -
RECREATION CASH FUND		\$ 80,060.23
PPWA BOND PROCEEDS (86)		\$ -
PPWA SINKING FUNDS		\$ 95,294.45
PPWA BOND PROCEEDS (88)		\$ 3,240.41
E-911		\$ 4,106.29
LIBRARY SPECIAL		\$ 754.81
SEIZURES		\$ 0.02
DONATIONS		\$ 122.01
COMMUNITY DEVELOPMENT BLOCK GRANT		\$ -
FUND 47		\$ 508.12
MAIN STREET BOND ACCOUNT-2019		\$ 10,598.82
FLEX SPEND PLAN		\$ -
<b>TOTAL</b>		<b>\$ 491,235.86</b>

g. Discussion and possible action regarding an expenditure in the amount of \$736,814.47 to Conrad Fire Equipment through HGAC Federal Sourcing Program (2015 Oklahoma Statutes Title 74. State Government §74-1004. Agreements authorized) for the purchase of a Pierce Velocity Pumper fire engine for the Pryor Creek Fire Department. \$552,085.14 to be paid from Fire Capital Outlay Reserve Account #45-455-5412 and \$184,729.33 to be paid from Mayes County.

h. Discussion and possible action regarding a lease purchase through Bank of Commerce at 1.99% (10-year term) for the following for the Emergency Services Center:

a. Camera System – Avigilon Analytic camera system through Digi Security Systems at State contract price of \$113,328.96.

- b. Radio Communications and Dispatch Equipment
  - i. Motorola Solutions APX Console system \$53,388.24
  - ii. Muskogee Communications, Inc. – Audio and Radio System \$17,027.00
  - iii. Avtec console operator position hardware and software, gateways and endpoint hardware/software with warranty \$103,012.00
  - iv. Antenna and Equipment \$140,764.30

TOTAL: \$427,520.50

The bulk lease was previously bid with financial institutions for 911 equipment, Spillman, furniture, cameras and radio equipment. The first portion of the lease purchase was approved on January 5<sup>th</sup>, 2021. (To be expensed from Police Equipment Capital Outlay Account #44-445-5424.)

- i. Discussion and possible action regarding the transfer of position from Range E, Step 2 to Range D, Step 2, Fitness Coordinator for Pryor Creek Recreation Center employee, Jerome Hopkins per the recommendation of the Recreation Board, Recreation Center Director, and Mayor and request for same by the employee, Jerome Hopkins.

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

**a. Approve minutes of the December 7<sup>th</sup>, 2021 Council meeting.**

Motion was made by Ketcher, second by Smith to approve minutes of the December 7<sup>th</sup>, 2021 Council meeting. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Smith, Chitwood. Abstaining, counting as a no vote: Nance. Voting no: none.

**g. Discussion and possible action regarding an expenditure in the amount of \$736,814.47 to Conrad Fire Equipment through HGAC Federal Sourcing Program (2015 Oklahoma Statutes Title 74. State Government §74-1004. Agreements authorized) for the purchase of a Pierce Velocity Pumper fire engine for the Pryor Creek Fire Department. \$552,085.14 to be paid from Fire Capital Outlay Reserve Account #45-455-5412 and \$184,729.33 to be paid from Mayes County.**

Motion was made by Shropshire, second by Smith to approve an expenditure in the amount of \$736,814.47 to Conrad Fire Equipment through HGAC Federal Sourcing Program (2015 Oklahoma Statutes Title 74. State Government §74-1004. Agreements authorized) for the purchase of a Pierce Velocity Pumper fire engine for the Pryor Creek Fire Department. \$552,085.14 to be paid from Fire Capital Outlay Reserve Account #45-455-5412 and \$184,729.33 to be paid from Mayes County. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

**h. Discussion and possible action regarding a lease purchase through Bank of Commerce at 1.99% (10-year term) for the following for the Emergency Services Center:**

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Motion was made by Chitwood, second by Smith to approve lease purchase through Bank of Commerce at 1.99% (10-year term) for the following for the Emergency Services Center:

- a. Camera System – Avigilon Analytic camera system through Digi Security Systems at State contract price of \$113,328.96.
- b. Radio Communications and Dispatch Equipment
  - i. Motorola Solutions APX Console system \$53,388.24
  - ii. Muskogee Communications, Inc. – Audio and Radio System \$17,027.00
  - iii. Avtec console operator position hardware and software, gateways and endpoint hardware/software with warranty \$103,012.00
  - iv. Antenna and Equipment \$140,764.30

TOTAL: \$427,520.50

The bulk lease was previously bid with financial institutions for 911 equipment, Spillman, furniture, cameras and radio equipment. The first portion of the lease purchase was approved on January 5<sup>th</sup>, 2021. (To be

expensed from Police Equipment Capital Outlay Account #44-445-5424.) 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 next Budget and Personnel meeting will be January 11<sup>th</sup>, 2022, at 5:30 p.m.

**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.)

Mayor took a moment to recognize Yolanda Thompson, as this was her last meeting on City Council. She has been appointed the new Mayes County Assessor.

**9. ADJOURN.**

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

**PRYOR PUBLIC WORKS AUTHORITY**

**1. CALL TO ORDER.**

Meeting was called to order at 8:00 p.m.

**2. APPROVE MINUTES OF DECEMBER 7<sup>th</sup>, 2021 MEETING.**

Motion was made by Brakefield, second by Smith to approve minutes of December 7<sup>th</sup>, 2021 meeting. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher. Abstaining, counting as a no vote: 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 Thompson, second by Chitwood 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

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

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