

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, MARCH 1<sup>ST</sup>, 2022 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, Lori Siever. Members absent: none.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Fire Chief BK Young, Golf Superintendent Dennis Bowman, Library Director Cari Rerat, Recreation Center Director Jessica Long.

Others present: Police Officer Dustin Van Horn, Police Captain Kevin Tramel, Animal Control Officer Becki Sams-Benham, Municipal Utility Board General Manager Jared Crisp, CMS Willowbrook representatives Gary Rosebrough and Brenna Wells, Bill Kannegiesser, Pamela Buffington, Kathy LaValley, Zac Doyle, Kimmie 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**

Janzen reported that the National Weather Service puts out a community rating system called, "StormReady." This is a program that was started before Johnny came on board, but his team has kept up with it. Janzen presented Mayor with a plaque that was received upon its renewal this year.

**c. Fire**

Young stated that the Storm Ready award helps with the Fire Department's ISO rating.

**d. Golf**

Bowman reported that the golf course had another record month. They are working on marketing and are working on the greens.

**e. Library**

Rerat reported that the Library is all moved to the community building and is open for business.

**f. Parks / Cemetery**

No report.

**g. Police**

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

**h. Recreation Center**

Long reported that there are no leaks in the new roof. The "Swim with a Mermaid Event" was a success.

**i. Street**

No report.

**4. MAYOR'S REPORT:**

**a. Mid-Year Budget Review, presented by Jeff Kolker.**

This will be rescheduled. Jeff Kolker was unable to attend.

**b. Progress report for the Police and Fire Emergency Services Center and Library Addition from CMSWillowbrook.**

Gary Rosebrough and Brenna Wells spoke regarding the Police and Fire Emergency Services Center and Library Addition. The Police and Fire Emergency Services Center is as on-schedule as it can be, due to the bad weather we have had. The Library Addition is on hold, awaiting some information on pricing from those who provide it. They should have that pricing tomorrow, and they will get back on it as soon as they can. Once they are able to move forward, they will have to wait on the arrival of the steel they need to order.

**c. Discussion and possible action regarding CMSWillowbrook Inc. Change Order #3 – Remove & Replace Library Ceilings, in the amount of \$108,960.07.**

Motion was made by Shropshire, second by Chitwood to approve CMSWillowbrook Inc. Change Order #3 – Remove & Replace Library Ceilings, in the amount of \$108,960.07. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Siever. Voting no: none.

**d. Discussion and possible action regarding removing from the table Item 4.b. from the November 2<sup>nd</sup>, 2021 City Council meeting.**

Motion was made by Smith, second by Brakefield to remove from the table Item 4.b. from the November 2<sup>nd</sup>, 2021 City Council meeting. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel, Siever, Ketcher. Voting no: none.

**e. Discussion and possible action regarding award of 50% (\$409,523.06) of the \$819,046.12 ARPA funding to Municipal Utility Board for water and sewer infrastructure pursuant to ARPA guidelines.**

Motion was made by Chitwood, second by Shropshire to approve award of 50% (\$409,523.06) of the \$819,046.12 ARPA funding to Municipal Utility Board for water and sewer infrastructure pursuant to ARPA guidelines. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Siever, Ketcher, Shropshire. Voting no: none.

**5. CITY ATTORNEY’S REPORT:**

**a. Update from Bond Counsel.**

Mr. Ritchie reported that after the resolution was passed for the additional bond amount of \$3,130,000.00 not to exceed an interest rate of 2.9%, RCB Bank won the bid, coming in at 2.339%. The anticipated closing date is March 9<sup>th</sup>, 2022, with a maturity date of January 1<sup>st</sup>, 2035.

**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 February 15<sup>th</sup>, 2022 Council meeting.
- b. Approve payroll purchase orders through March 4<sup>th</sup>, 2022.
- c. Approve claims for purchase orders through March 1<sup>st</sup>, 2022.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2120211952 - 2120211955	60,926.15
STREET & DRAINAGE	2120211955 - 2120211922	12,434.61
GOLF COURSE	2120211955 - 2120211217	1,958.50
CAPITAL OUTLAY	2120210734 - 2120211970	21,061.14
REAL PROPERTY ACQUIS.	911265B - 2120211994	1,333.00
POLICE TRAINING FEES	2120211977 - 2120211985	1,363.32
RECREATION CENTER	2120211908 - 2120211911	288,442.26
DONATIONS AND EARMARKED	2120211690 - 2120211999	3,909.21
<b>TOTAL</b>		<b>391,428.19</b>
<b>BLANKETS</b>		
911282B	ADVANCE AUTO PARTS	1,000.00
911283B	C&R OIL CO.	10,000.00
911284B	DOLESE BROS. CO.	10,000.00
911285B	WEX BANK	70,000.00
<b>TOTAL</b>		<b>91,000.00</b>

- d. Acknowledge receipt of deficient purchase orders.  
*There were no deficient purchase orders.*
- e. Discussion and possible action regarding closure of Main Street from Highway 69 to Vann Street on Saturday, April 9<sup>th</sup>, 2022 from 7:00 a.m. – 5:00 p.m. for the Northeast Oklahoma Veterans Freedom Tours Pull-A-Fire-Truck event. All proceeds go toward their trip to Washington, D.C. in May.
- f. Discussion and possible action regarding hiring Haley Bogle as dispatcher, Range R, Step 2 (annual wage - \$36,158.00) at the Pryor Creek Police Department, effective March 14<sup>th</sup>, 2022. Bogle is an OLETS certified dispatcher with over 10 years of experience.
- g. Discussion and possible action to authorize Mayor to sign contract with BOLT Fiber Optic Services for updating and rewiring the Pryor Public Library's data internal connections. This

project was bid through the Federal Government E-Rate program. Funding is 80% Federal dollars and 20% City funding. The total project is bid at \$17,240.97. E-Rate, if approved, will cover approximately \$13,792.78 and the Library will cover the remaining \$3,448.19 from Library Capital Outlay Account #44-445-5416.

- h. Discussion and possible action regarding Thomas J. Harrison Pryor Public Library's renewal of subscription to EBSCO for Learning Express Library and Job & Career Accelerator in the amount of \$3,867.00, from Library Nonbook Materials Account #02-221-5032.
- i. Discussion and possible action regarding removing from table Item 6.h. from the February 15<sup>th</sup>, 2022 Council meeting.
- j. Discussion and possible action regarding an expenditure from fund 80 (Library Building Fund) in the amount of \$4,150.00 to ENDEX, INC. of Tulsa, as in the best interest of the city, for 5- each security system motion detectors and 5- each door contacts which add to the ENDEX, INC. security monitoring system already installed at the Library. These needed items are to be used for the Library Expansion but were not included on the plans nor are they included on any bid list.
- k. Discussion and possible action regarding the nomination of Pamela Buffington to fill Park Board Seat #3, term ending 7/31/22, pending Park Board Approval on February 28<sup>th</sup>, 2022.
- l. Discussion and possible action regarding purchasing a Toro Professional Turf Gas Greens Roller HP11-111 13 hp electric start Honda with transport trailer, rotary brush system (factory installed) LED light kit (factory installed) brush kit (factory installed) - \$29,089.77, from Professional Turf Products, L.P. as in the best interest of the City from Golf Capital Outlay Account #41-415-5411. Other bids received: KGT Smithco XL7000 Greens Roller, trailer included - \$28,308.00; P&K Tru Turf RB48 - \$16,322.90, pending Park Board approval on February 28<sup>th</sup>, 2022.
- m. Discussion and possible action, if needed, pending disposition of Item l., authorizing the Golf Course to purchase a Greensgroomer 920E from P&K Equipment at State contract price of \$4,305.05, to be paid from Golf Capital Outlay Account #41-415-5411, pending Park Board approval on February 28<sup>th</sup>, 2022.

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

**a. Approve minutes of the February 15<sup>th</sup>, 2022 Council meeting.**

Motion was made by Smith, second by Chitwood to approve minutes of the February 15<sup>th</sup>, 2022 Council meeting. Voting yes: Chitwood, Brakefield, Tramel, Siever, Ketcher, Shropshire, Smith. Abstaining, counting as a no vote: Nance. Voting no: none.

**e. Discussion and possible action regarding closure of Main Street from Highway 69 to Vann Street on Saturday, April 9<sup>th</sup>, 2022 from 7:00 a.m. – 5:00 p.m. for the Northeast Oklahoma Veterans Freedom Tours Pull-A-Fire-Truck event. All proceeds go toward their trip to Washington, D.C. in May.**

Motion was made by Ketcher, second by Smith to approve closure of Main Street from Highway 69 to Vann Street on Saturday, April 9<sup>th</sup>, 2022 from 7:00 a.m. – 5:00 p.m. for the Northeast Oklahoma Veterans Freedom Tours Pull-A-Fire-Truck event. All proceeds go toward their trip to Washington, D.C. in May. Voting yes: Brakefield, Tramel, Siever, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

**f. Discussion and possible action regarding hiring Haley Bogle as dispatcher, Range R, Step 2 (annual wage - \$36,158.00) at the Pryor Creek Police Department, effective March 14<sup>th</sup>, 2022. Bogle is an OLETS certified dispatcher with over 10 years of experience.**

Motion was made by Ketcher, second by Smith to approve hiring Haley Bogle as dispatcher, Range R, Step 2 (annual wage - \$36,158.00) at the Pryor Creek Police Department, effective March 14<sup>th</sup>, 2022. Bogle is an OLETS certified dispatcher with over 10 years of experience. Voting yes: Tramel, Siever, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

**g. Discussion and possible action to authorize Mayor to sign contract with BOLT Fiber Optic Services for updating and rewiring the Pryor Public Library's data internal connections. This project was bid through the Federal Government E-Rate program. Funding is 80% Federal dollars and 20% City funding. The total project is bid at \$17,240.97. E-Rate, if approved, will cover approximately \$13,792.78 and the Library will cover the remaining \$3,448.19 from Library Capital Outlay Account #44-445-5416.**

Motion was made by Shropshire, second by Chitwood to approve authorizing Mayor to sign contract with BOLT Fiber Optic Services for updating and rewiring the Pryor Public Library's data internal connections. This project was bid through the Federal Government E-Rate program. Funding is 80% Federal dollars and 20% City funding. The total project is bid at \$17,240.97. E-Rate, if approved, will cover approximately

\$13,792.78 and the Library will cover the remaining \$3,448.19 from Library Capital Outlay Account #44-445-5416. Voting yes: Siever, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

**i. Discussion and possible action regarding removing from table Item 6.h. from the February 15<sup>th</sup>, 2022 Council meeting.**

Motion was made by Ketcher, second by Smith to approve removing from table Item 6.h. from the February 15<sup>th</sup>, 2022 Council meeting. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel, Siever. Abstaining, counting as a no vote: Nance. Voting no: none.

**j. Discussion and possible action regarding an expenditure from fund 80 (Library Building Fund) in the amount of \$4,150.00 to ENDEX, INC. of Tulsa, as in the best interest of the city, for 5-each security system motion detectors and 5-each door contacts which add to the ENDEX, INC. security monitoring system already installed at the Library. These needed items are to be used for the Library Expansion but were not included on the plans nor are they included on any bid list.**

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**k. Discussion and possible action regarding the nomination of Pamela Buffington to fill Park Board Seat #3, term ending 7/31/22, pending Park Board Approval on February 28<sup>th</sup>, 2022.**

Motion was made by Ketcher, second by Shropshire to approve the nomination of Pamela Buffington to fill Park Board Seat #3, term ending 7/31/22, pending Park Board Approval on February 28<sup>th</sup>, 2022. Mayor reported that the Park Board voted unanimously to recommend this nomination. Voting yes: Nance, Smith, Chitwood, Brakefield, Tramel, Siever, Ketcher, Shropshire. Voting no: none.

**l. Discussion and possible action regarding purchasing a Toro Professional Turf Gas Greens Roller HP11-111 13 hp electric start Honda with transport trailer, rotary brush system (factory installed) LED light kit (factory installed) brush kit (factory installed) - \$29,089.77, from Professional Turf Products, L.P. as in the best interest of the City from Golf Capital Outlay Account #41-415-5411. Other bids received: KGT Smithco XL7000 Greens Roller, trailer included - \$28,308.00; P&K Tru Turf RB48 - \$16,322.90, pending Park Board approval on February 28<sup>th</sup>, 2022.**

Motion was made by Chitwood, second by Smith to approve purchasing a Toro Professional Turf Gas Greens Roller HP11-111 13 hp electric start Honda with transport trailer, rotary brush system (factory installed) LED light kit (factory installed) brush kit (factory installed) - \$29,089.77, from Professional Turf Products, L.P. as in the best interest of the City from Golf Capital Outlay Account #41-415-5411, as in best interest of the city. Other bids received: KGT Smithco XL7000 Greens Roller, trailer included - \$28,308.00; P&K Tru Turf RB48 - \$16,322.90, pending Park Board approval on February 28<sup>th</sup>, 2022. Voting yes: Smith, Chitwood, Brakefield, Tramel, Siever, Ketcher, Shropshire, Nance. Voting no: none.

**m. Discussion and possible action, if needed, pending disposition of Item l., authorizing the Golf Course to purchase a Greensgroomer 920E from P&K Equipment at State contract price of \$4,305.05, to be paid from Golf Capital Outlay Account #41-415-5411, pending Park Board approval on February 28<sup>th</sup>, 2022.**

No action.

**7. COMMITTEE REPORTS:**

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

Brakefield reported that their next meeting will be on March 8<sup>th</sup>, 2022 at 5:30 p.m.

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

Shropshire reported that they will meet on Thursday, March 10<sup>th</sup>, 2022 at 5:30 p.m.

**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: Chitwood, Brakefield, Tramel, Siever, Ketcher, Shropshire, Nance, Smith. 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 FEBRUARY 15<sup>th</sup>, 2022 MEETING.**

Motion was made by Chitwood, second by Smith to approve minutes of February 15<sup>th</sup>, 2022 meeting. Voting yes: Brakefield, Tramel, Siever, Ketcher, Shropshire, Smith, Chitwood. 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 Ketcher, second by Smith to adjourn. Voting yes: Tramel, Siever, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. 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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