

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MARCH 15TH, 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.

Choya Shropshire called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Steve Smith. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Jon Ketcher, Choya Shropshire, Steve Smith, Randy Chitwood, Briana Brakefield, Lori Siever. Members absent: Dennis Nance.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Emergency Management Director Johnny Janzen.

Others present: Police Officer Dustin Van Horn, Police Captain Kevin Tramel, City Accountant Jeff Kolker, Jimmy Tramel, Nicole Watts, Kathy Baugus, Adam Anderson, Jon Daniel, Chase McBride, Danny Ragsdale, Jeanette Anderson, 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

Janzen presented the 2022 Emergency Operations Plans for Mayes County Emergency Management, which will be voted on later in the meeting, in case anyone would like to look it over or has any questions.

c. Fire

No report

d. Golf

No report.

e. Library

No report.

f. Parks / Cemetery

No report.

g. Police

Chief Nichols had no report but provided a statistics sheet in the packet.

h. Recreation Center

No report.

i. Street

No report.

4. MAYOR'S REPORT:

a. Discussion and possible action regarding accepting resignation of Jimmy Tramel effective immediately, from Council Seat, Ward 4, term ending May 2nd, 2022.

Motion was made by Ketcher, second by Smith to approve and accept resignation of Jimmy Tramel effective immediately, from Council Seat, Ward 4, term ending May 2nd, 2022. Mr. Tramel spoke and thanked the city for all its support over the years. Mr. Tramel has moved outside of Pryor city limits. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Siever. Voting no: none.

b. Discussion and possible action regarding Mayor's Appointment of Chris Gonthier to vacant Council Seat, Ward 4, term ending May 2nd, 2022.

Motion was made by Ketcher, second by Chitwood to approve Mayor's appointment of Chris Gonthier to vacant Council Seat, Ward 4, term ending May 2nd, 2022. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Siever, Ketcher. Voting no: none.

c. Swearing in of Chris Gonthier to Council Seat, Ward 4.

City Attorney Kim Ritchie administered the Oaths of Office.

d. Mid-Year Budget Review, presented by Jeff Kolker.

Mr. Jeff Kolker presented the Mid-Year Budget Review.

5. CITY ATTORNEY'S REPORT:

1. PUBLIC HEARING

a. Enter Public Hearing:

Zoning change for: Chase McBride:

Lot Numbered Twelve (12) and the Northerly Ten (10) feet of Lot Numbered Thirteen (13) in Block Numbered Eleven (11) to the Incorporated Town of PRYOR CREEK, Mayes County, State of Oklahoma, according to the official recorded Survey and Plat filed thereof. (106 N Rowe)

The current zoning is RM (Residential Multi-Family). Application is requesting the zone to be changed to CG (Commercial General) for him to operate his law office there.

Motion was made by Ketcher, second by Chitwood to enter Public Hearing. Voting yes: Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire. Voting no: none.

Mr. Chase McBride spoke regarding his request of the zoning change.

b. Exit Public Hearing

Motion was made by Ketcher, second by Smith to exit Public Hearing. Voting yes: Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire, Smith. Voting no: none.

2. Discussion and possible action regarding zoning change to CG (Commercial General) for: Chase McBride: Lot Numbered Twelve (12) and the Northerly Ten (10) feet of Lot Numbered Thirteen (13) in Block Numbered Eleven (11) to the Incorporated Town of PRYOR CREEK, Mayes County, State of Oklahoma, according to the official recorded Survey and Plat filed thereof. (106 N Rowe)

Motion was made by Ketcher, second by Smith to approve zoning change to CG (Commercial General) for: Chase McBride: Lot Numbered Twelve (12) and the Northerly Ten (10) feet of Lot Numbered Thirteen (13) in Block Numbered Eleven (11) to the Incorporated Town of PRYOR CREEK, Mayes County, State of Oklahoma, according to the official recorded Survey and Plat filed thereof. (106 N Rowe). Voting yes: Gonthier, Siever, Ketcher, Shropshire, Smith, Chitwood. Abstaining, counting as a no vote: Brakefield. Voting no: none.

3. PUBLIC HEARING

a. Enter Public Hearing

Applicant: Dani Fields, Wallace Design Collective, and property owner TLD Homes Inc. submitted a final plat for Roosevelt Crossing Subdivision in the City of Pryor: See attached legals.

Motion was made by Ketcher, second by Smith to enter Public Hearing. Voting yes: Gonthier, Siever, Ketcher, Shropshire, Smith, Chitwood, Brakefield. Voting no: none.

b. Exit Public Hearing

Motion was made by Ketcher, second by Smith to exit Public Hearing. Voting yes: Siever, Ketcher, Shropshire, Smith, Chitwood, Brakefield, Gonthier. Voting no: none.

4. Discussion and possible action to accept the final plat for Roosevelt Crossing Subdivision as listed in the attached legal and waive reading for the applicant: Dani Fields, Wallace Design Collective, and property owner TLD Homes Inc.

Motion was made by Ketcher, second by Smith to approve and accept the final plat for Roosevelt Crossing Subdivision as listed in the attached legal and waive reading for the applicant: Dani Fields, Wallace Design Collective, and property owner TLD Homes Inc. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Gonthier, Siever. 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 March 1st, 2022 Council meeting.
- b. Approve payroll purchase orders through March 18th, 2022 (*Scrivener’s error – agenda read March 11th, 2022*) and April 1st, 2022.
- c. Approve claims for purchase orders through March 15th, 2022.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2120212033 - 2120212150	184,132.27
STREET & DRAINAGE	2120212150 – 911259B	8,398.93
GOLF COURSE	2120212098 – 911277B	12,880.64
CAPITAL OUTLAY	911230B – 911229B	8,385.76
REAL PROPERTY ACQUIS.	2120212065	2,998.00
RECREATION CENTER	2120212059 - 2120212055	10,619.28
TOTAL		227,414.88
NO BLANKETS		

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Approve November 2021 Appropriations Request.

NOVEMBER 2021

FEE IN LIEU	\$	3.17
STREET & DRAINAGE	\$	145,442.84
CEMETERY CARE INTEREST	\$	10.03
CEMETERY CARE FUND	\$	1,237.50
GOLF COURSE CASH FUND	\$	39,819.27
CAPITAL OUTLAY FUND	\$	48,243.03
CAPITAL OUTLAY RESERVE	\$	302.76
REAL PROPERTY ACQUISITION	\$	2,612.08
HOTEL/MOTEL TAX	\$	5,359.73
2019 BOND PROJECT	\$	51.88
LIBRARY BUILDING FUND	\$	1.58
EDTA	\$	-
RECREATION CASH FUND	\$	81,902.19
PPWA BOND PROCEEDS (86)	\$	-
PPWA SINKING FUNDS	\$	96,490.84
PPWA BOND PROCEEDS (88)	\$	6,482.98
E-911	\$	903.94
LIBRARY SPECIAL	\$	69.32
SEIZURES	\$	0.02
DONATIONS	\$	1,569.94
COMMUNITY DEVELOPMENT BLOCK GRANT	\$	-
FUND 47	\$	534.36
MAIN STREET BOND ACCOUNT-2019	\$	10,730.58
FLEX SPEND PLAN	\$	-
COVID	\$	86.25
TOTAL	\$	441,854.29

- f. Discussion and possible action regarding authorizing Mayor to sign the 2022 Emergency Operations Plans for Mayes County Emergency Management.
- g. Discussion and possible action regarding accepting the water, sewer and streets of Southeast 6th Street and Dawn Street within the Ragsdale Subdivision into the public system and acknowledging the expiration of the one-year maintenance period for each system.
- h. Discussion and possible action regarding expenditure in the amount of \$3,000.00, as in the best interest of the city to OverDrive for the Thomas J Harrison Pryor Public Library from Library Non-Book Materials Account #02-221-5032.
- i. Discussion and possible action regarding closing Graham Avenue from Adair Street to Vann Street and closing South Adair Street from Graham Avenue to SE 1st Street on April 21st, 2022 from 3:00 p.m. – 8:30 p.m. for the Pryor Main Street Third Thursday Kickoff Carnival.
- j. Discussion and possible action regarding seeking bids for the abatement of property at 1600 Hawthorne Court, upon receipt of permission from a neighbor to enter through their backyard fence. This item was brought before Council on February 1st, 2022, and the abatement was stayed for 30 days in order to obtain permission for entry.
- k. Discussion and possible action regarding accepting bid from Murray Womble, in the amount of \$3,775.00, for basketball rims/padding for PCRC from Recreation Repair and Maintenance Account #84-845-5091. Other bids received: Performance Surfaces, in the amount of \$4,307.00; and School and Office Products, in the amount of \$4,300.00.

- l. Discussion and possible action regarding the contract between Ready Set Float, LLC and the Pryor Creek Recreation Center.
- m. Discussion and possible action regarding the final lease purchase through the Bank of Commerce for \$70,560.73 for furniture for the Police and Fire Emergency Service Center from Police Equipment Capital Outlay Account #44-445-5424. 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 5th, 2021.

Motion was made by Ketcher, second by Smith to approve items a – m, less items a, f, j and m. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher. Voting no: none.

a. Approve minutes of the March 1st, 2022 Council meeting.

Motion was made by Ketcher, second by Smith to approve minutes of the March 1st, 2022 Council meeting. Voting yes: Smith, Chitwood, Brakefield, Siever, Ketcher, Shropshire. Abstaining, counting as a no vote: Gonthier. Voting no: none.

f. Discussion and possible action regarding authorizing Mayor to sign the 2022 Emergency Operations Plans for Mayes County Emergency Management.

Motion was made by Ketcher, second by Smith to approve authorizing Mayor to sign the 2022 Emergency Operations Plans for Mayes County Emergency Management. Voting yes: Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire. Abstaining, counting as a no vote: Smith. Voting no: none.

j. Discussion and possible action regarding seeking bids for the abatement of property at 1600 Hawthorne Court, upon receipt of permission from a neighbor to enter through their backyard fence. This item was brought before Council on February 1st, 2022, and the abatement was stayed for 30 days in order to obtain permission for entry.

Motion was made by Ketcher, second by Smith to approve seeking bids for the abatement of property at 1600 Hawthorne Court, upon receipt of permission from a neighbor to enter through their backyard fence. This item was brought before Council on February 1st, 2022, and the abatement was stayed for 30 days in order to obtain permission for entry. Voting yes: Brakefield, Gonthier, Siever, Ketcher, Shropshire, Smith, Chitwood. Voting no: none.

m. Discussion and possible action regarding the final lease purchase through the Bank of Commerce for \$70,560.73 for furniture for the Police and Fire Emergency Service Center from Police Equipment Capital Outlay Account #44-445-5424. 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 5th, 2021.

Motion was made by Chitwood, second by Smith to approve the final lease purchase through the Bank of Commerce for \$70,560.73 for furniture for the Police and Fire Emergency Service Center from Police Equipment Capital Outlay Account #44-445-5424. 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 5th, 2021. Voting yes: Siever, Ketcher, Shropshire, Smith, Chitwood, Brakefield. Abstaining, counting as a no vote: Gonthier. Voting no: none.

Shropshire moved to the Addendum.

**ADDENDUM
CITY COUNCIL MEETING
TUESDAY, MARCH 15TH, 2022 AT 6:00 P.M.**

1. Discussion and possible action regarding accepting bid from Oklahoma Mowing Company, in the amount of \$750.00 for weekly/biweekly lawn maintenance for PCRC from Recreation Groundskeeping Account #84-845-5047. Other bids received: Fleak Construction, in the amount of \$750.00; Lambert Lawn Solutions, in the amount of \$860.40.

Motion was made by Smith, second by Brakefield to approve accepting bid from Oklahoma Mowing Company, in the amount of \$750.00 for weekly/biweekly lawn maintenance for PCRC from Recreation Groundskeeping Account #84-845-5047. Other bids received: Fleak Construction, in the amount of \$750.00; Lambert Lawn Solutions, in the amount of \$860.40. Voting yes: Siever, Ketcher, Shropshire, Smith, Chitwood, Brakefield, Gonthier. Voting no: none.

Shropshire moved back to the regular agenda.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Brakefield reported that their next meeting will be on Tuesday, April 12th, 2022 at 5:30 p.m.

b. Ordinance and Insurance (Shropshire)

Shropshire reported that their next meeting will be on Monday, April 4th, 2022 at 5:30 p.m.

c. Street (Smith)

Smith reported that their next meeting will be next Tuesday, March 22nd, 2022 at 5:30 p.m.

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, Smith, Chitwood, Brakefield, Gonthier, Siever. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 6:50 p.m.

2. APPROVE MINUTES OF MARCH 1ST, 2022 MEETING.

Motion was made by Ketcher, second by Chitwood to approve minutes of March 1st, 2022 meeting. Voting yes: Shropshire, Smith, Chitwood, Brakefield, Siever, Ketcher. Abstaining, counting as a no vote: Gonthier. 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: Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire. Voting no: none.

MINUTES APPROVED BY COUNCIL PRESIDENT CHOYA SHROPSHIRE

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