

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MAY 17TH, 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 Steve Smith. 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, Chris Gonthier, Lori Siever. Members absent: none.

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

Others present: Police Sergeant Dustin Van Horn, Police Captain Kevin Tramel, Jeanette Anderson, Marsha White, Nena Roberts, Terry Lamar, Mike Kennedy, Bill Dinsmore, Matt Copeland, Brian Dinsmore, Jennifer Brittain 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 Master Drainage Plan that was completed last year is being wrapped up with the state. Tonight there is an item on the agenda to adopt that plan, and once the state has that documentation, they will send us a check for \$42,187.00.

c. Fire

Young reported that they are doing maintenance, but they are having issues getting parts.

d. Golf

No report.

e. Library

Rerat reported that summer registration begins next week. Their goal is to keep everyone reading all year long. Rerat handed out her statistics sheet, and she also reported that brick is going up on the new building.

f. Parks / Cemetery

No report.

g. Police

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

h. Recreation Center

Long reported that they have released their summer programs. The pool will be available Wednesday through Sunday. The Debbie Lyon Memorial Basketball Tournament is scheduled for August 5th, which is Debbie's birthday weekend. Pickleball is going well.

i. Street

No report.

4. MAYOR'S REPORT:

a. Discussion and possible action regarding a proclamation for National Safety Month, June 2022.

Motion was made by Chitwood, second by Smith to approve a proclamation for National Safety Month, June 2022. Mayor read the proclamation. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Gonthier, Siever. Voting no: none.

Mayor moved to Item c.

c. Discussion and possible action regarding approval of Pryor Waste & Recycling, LLC adding a temporary monthly fuel surcharge for all sanitation customer services beginning June 1st, 2022, due to rising cost of diesel fuel.

- Residential services: 8% Fuel surcharge = approximately \$1.22 per month per customer
 - Commercial hand collection: 8% fuel surcharge
 - Commercial & residential dumpsters: 6% fuel surcharge

This action will be administered via normal channels with MUB as the billing agent.

Motion was made by Shropshire, second by Chitwood to approve with amendment Pryor Waste & Recycling, LLC adding a temporary monthly fuel surcharge for all sanitation customer services beginning June 1st, 2022, due to rising cost of diesel fuel.

- Residential services: 8% Fuel surcharge = approximately \$1.22 per month per customer
- Commercial hand collection: 8% fuel surcharge
- Commercial & residential dumpsters: 6% fuel surcharge

This action will be administered via normal channels with MUB as the billing agent. Mayor asked to amend the commercial and residential dumpsters to 8%, to accommodate the MUB billing system. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher. Voting no: none.

Mayor moved to the Addendum.

ADDENDUM CITY COUNCIL MEETING TUESDAY, MAY 17TH, 2022 AT 6:00 P.M.

1. Discussion and possible action regarding appointment of Terry Lamar to Recreation Board, Seat #1, term ending 8/31/24.

Motion was made by Chitwood, second by Gonthier to approve appointment of Terry Lamar to Recreation Board, Seat #1, term ending 8/31/24. Voting yes: Nance, Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire. Voting no: none.

2. Discussion and possible action regarding the contract between 5 TOOL Training and the Pryor Creek Recreation Center.

Motion was made by Chitwood, second by Smith to approve the contract between 5 TOOL Training and the Pryor Creek Recreation Center. Voting yes: Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire, Nance. Voting no: none.

3. Discussion and possible action regarding accepting bid from Brady Industries in the amount of \$3,521.62 for a commercial floor scrubber for the Pryor Creek Recreation Center from Recreation Capital Outlay Equipment Account #84-845-5410. Other bids received: Global Industries in the amount of \$4,566.02; and FloorScrubbers.com in the amount of \$5,679.38.

Motion was made by Chitwood, second by Smith to approve accepting bid from Brady Industries in the amount of \$3,521.62 for a commercial floor scrubber for the Pryor Creek Recreation Center from Recreation Capital Outlay Equipment Account #84-845-5410. Other bids received: Global Industries in the amount of \$4,566.02; and FloorScrubbers.com in the amount of \$5,679.38. Voting yes: Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire, Nance, Smith. Voting no: none.

Mayor moved back to Mayor's Report on the regular agenda.

4. MAYOR'S REPORT:

b. Discussion regarding city-wide mosquito-spraying.

No action. Nena Roberts and Mike Kennedy each spoke regarding city-wide mosquito-spraying.

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 3rd, 2022 Council meeting.
- b. Approve payroll purchase orders through May 27th, 2022.
- c. Approve claims for purchase orders through May 17th, 2022.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2120212578 - 2120212721	168,069.46
STREET & DRAINAGE	911255B - 911261B	12,772.39
GOLF COURSE	2120212693 - 911277B	19,009.49
CAPITAL OUTLAY	911230B - 911229B	17,824.28
REAL PROPERTY ACQUIS.	2120212717	150.00
POLICE TRAINING FEES	2120212627 - 2120212631	3,208.32
RECREATION CENTER	2120212601 - 2120212680	7,158.55
DONATIONS AND EARMARKED	2120212634 - 2120212626	6,810.90
TOTAL		235,003.39

NO BLANKETS

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Approve January 2022 Appropriation requests.

	JANUARY 2022	
FEE IN LIEU		\$ 3.11
STREET & DRAINAGE		\$ 145,509.10
CEMETERY CARE INTEREST		\$ 10.12
CEMETERY CARE FUND		\$ 943.75
GOLF COURSE CASH FUND		\$ 21,715.28
CAPITAL OUTLAY FUND		\$ 63,305.42
CAPITAL OUTLAY RESERVE		\$ 308.74
REAL PROPERTY ACQUISITION		\$ 23.31
HOTEL/MOTEL TAX		\$ 5,466.92
2019 BOND PROJECT		\$ 41.19
LIBRARY BUILDING FUND		\$ 1.55
EDTA		\$ -
RECREATION CASH FUND		\$ 86,487.92
PPWA BOND PROCEEDS (86)		\$ -
PPWA SINKING FUNDS		\$ 96,634.71
PPWA BOND PROCEEDS (88)		\$ 3,233.72
E-911		\$ 989.65
LIBRARY SPECIAL		\$ 60.58
SEIZURES		\$ 0.02
DONATIONS		\$ 565.16
COMMUNITY DEVELOPMENT BLOCK GRANT		\$ -
FUND 47		\$ 392.86
MAIN STREET BOND ACCOUNT-2019		\$ 10,747.70
FLEX SPEND PLAN		\$ -
COVID		\$ 120.51
TOTAL		\$ 436,561.32

- f. Approve February 2022 Appropriation requests.

	FEBRUARY 2022	
FEE IN LIEU	.	\$ 3.12
STREET & DRAINAGE		\$ 179,737.22
CEMETERY CARE INTEREST		\$ 10.23
CEMETERY CARE FUND		\$ 2,837.50
GOLF COURSE CASH FUND		\$ 22,750.43
CAPITAL OUTLAY FUND		\$ 54,320.17
CAPITAL OUTLAY RESERVE		\$ 128.91
REAL PROPERTY ACQUISITION		\$ 1,038.73
HOTEL/MOTEL TAX		\$ 3,294.26
2019 BOND PROJECT		\$ 34.83
LIBRARY BUILDING FUND		\$ 1.56
EDTA		\$ -
RECREATION CASH FUND		\$ 97,543.18
PPWA BOND PROCEEDS (86)		\$ -
PPWA SINKING FUNDS		\$ 108,662.98
PPWA BOND PROCEEDS (88)		\$ 3,279.26
E-911		\$ 868.43
LIBRARY SPECIAL		\$ 5.27
SEIZURES		\$ 0.02
DONATIONS		\$ 73.25
COMMUNITY DEVELOPMENT BLOCK GRANT		\$ -
FUND 47		\$ 459.32
MAIN STREET BOND ACCOUNT-2019		\$ 12,084.59
FLEX SPEND PLAN		\$ -
COVID		\$ 119.38
TOTAL		\$ 487,252.64

- g. Discussion and possible action regarding approval of a quotation from Bolt in the amount of \$3,375.00 for running phone drops in the library expansion as in the best interest of the city due to logistics considerations, and expending the service from Library Repair and Maintenance Account #02-221-5091.
- h. Discussion and possible action regarding approval of 2022-2023 city group health insurance with Blue Cross Blue Shield.
- i. Discussion and possible action regarding renewal of city group life and dental insurance.
- j. Discussion and possible action regarding continued offering of optional vision insurance.
- k. Discussion and possible action regarding continued offering of optional voluntary life, short-term disability and long-term disability.
- l. Discussion and possible action regarding approval of Hotel / Motel Tax Grant Application for Lake Area Softball Association in the amount of \$7,500.00 for repair of concession building.
- m. Discussion and possible action regarding closure of South Adair from Graham to SE 1st Street on May 26th, 2022 from 3:30 p.m. to 9:00 p.m. for a Pryor Main Street event.
- n. Discussion and possible action regarding an expenditure in the amount of \$10,440.00 to UpCurve Cloud for the GSuite Basic Annual License subscription from May 12th, 2022 – May 11th, 2023, from General Software Account #02-201-5260.
- o. Discussion and possible action to adopt and approve the Master Drainage Plan, as presented by Chris Duncan with Meshek and Associates, at the June 2nd, 2020 Council meeting. This action is required by the State of Oklahoma Department of Emergency Management and Homeland Security to close out their file.
- p. Discussion and possible action regarding appointment of Jeremy Cantrell as a Pryor Creek Police Department Reserve Officer. Cantrell is CLEET certified and a former full-time Pryor Creek Police Officer.

Motion was made by Ketcher, second by Smith to approve items a – p, less items h, i, j, k and n. Voting yes: Brakefield, Gonthier, Siever, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

h. Discussion and possible action regarding approval of 2022-2023 city group health insurance with Blue Cross Blue Shield.

Motion was made by Ketcher, second by Nance to approve 2022-2023 city group health insurance with Blue Cross Blue Shield. Voting yes: Gonthier, Siever, Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield. Voting no: none.

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

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

j. Discussion and possible action regarding continued offering of optional vision insurance.

Motion was made by Chitwood, second by Nance to approve continued offering of optional vision insurance. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Brakefield, Gonthier, Siever. Voting no: none.

k. 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 Ketcher to approve continued offering of optional voluntary life, short-term disability and long-term disability. Voting yes: Shropshire, Nance, Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher. Voting no: none.

n. Discussion and possible action regarding an expenditure in the amount of \$10,440.00 to UpCurve Cloud for the GSuite Basic Annual License subscription from May 12th, 2022 – May 11th, 2023, from General Software Account #02-201-5260.

Motion was made by Brakefield, second by Smith to approve an expenditure in the amount of \$10,440.00 to UpCurve Cloud for the GSuite Basic Annual License subscription from May 12th, 2022 – May 11th, 2023, from General Software Account #02-201-5260. Voting yes: Nance, Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Brakefield reported that their next meeting will be June 14th, 2022 at 5:30 p.m.

b. Ordinance and Insurance (Shropshire)

Shropshire reported that they are working on a couple of issues and will set a date for the next meeting soon.

c. Street (Smith)

Smith reported that they will meet next Tuesday and will open the mowing bids.

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 Gonthier to adjourn. Voting yes: Smith, Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire, Nance. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:35 p.m.

2. APPROVE MINUTES OF MAY 3RD, 2022 MEETING.

Motion was made by Brakefield, second by Smith to approve minutes of May 3rd, 2022 meeting. Voting yes: Chitwood, Brakefield, Gonthier, Siever, Ketcher, Shropshire, Nance, Smith. 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 Gonthier to adjourn. Voting yes: Brakefield, Gonthier, Siever, Ketcher, Shropshire, Nance, Smith, Chitwood. 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