

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JULY 19TH, 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 6:05 p.m. The Prayer and Pledge of Allegiance were led by Jon Ketcher. Roll Call was conducted by City Clerk Eva Smith. Council members present included Jon Ketcher, Choya Shropshire, Dennis Nance, Steve Smith, Randy Chitwood, Chris Gonthier, Lori Siever. Members absent: Briana Brakefield.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Emergency Management Director Johnny Janzen, Street Superintendent Buddy Glenn, Golf Superintendent Dennis Bowman, Library Director Cari Rerat and Recreation Center Director Jessica Tiger.

Others present: Police Sergeant Dustin Van Horn, Adam 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 reported that they are performing annual maintenance on storm sirens. They have completed two and will be doing extra testing on the one behind Okie Dokie and the one on Oak Street to determine what needs to be done to fix these. The drought is becoming an issue and status will likely be elevated soon.

c. Fire

No report.

d. Golf

Bowman reported that things are going well, except for the pump station. They are still busy in spite of the heat.

e. Library

Rerat handed out a statistics sheet.

f. Parks / Cemetery

No report.

g. Police

Nichols reported that activity has picked up during the heat. Tempers are short and burglaries are up. He stated he had been asked if the parking lot at the new building would be a problem when school starts. He stated there should be no problem.

h. Recreation Center

Tiger reported that things are still pretty steady and the numbers look good. There is a sewer leak on the Southwest corner of the building.

i. Street

Glenn reported that they are doing concrete work and working on drainage issues and sidewalks. He stated they may be able to get some crosswalk paint soon.

4. MAYOR'S REPORT:

a. Discussion and possible action regarding approval of Contract Between Independent School District No. 1 of Mayes County, Oklahoma and the City of Pryor Creek, Oklahoma, for the 2022-2023 school

year, which will include a fourth Resource Officer for Jefferson Elementary, which will provide an officer at each school within the district.

Motion was made by Ketcher, second by Chitwood to approve Contract Between Independent School District No. 1 of Mayes County, Oklahoma and the City of Pryor Creek, Oklahoma, for the 2022-2023 school year, which will include a fourth Resource Officer for Jefferson Elementary, which will provide an officer at each school within the district. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Gonthier, Siever. Voting no: none.

Mayor moved to the Addendum.

**ADDENDUM
CITY COUNCIL MEETING
TUESDAY, JULY 19TH, 2022 AT 6:00 P.M.**

1. Discussion and possible action regarding the resignation of Ward 3 City Council Member Briana Brakefield, effective July 17th, 2022, term expiring May 2023.

Motion was made by Shropshire, second by Nance to approve the resignation of Ward 3 City Council Member Briana Brakefield, effective July 17th, 2022, term expiring May 2023. Shropshire thanked her for her hard work, and all agreed. Voting yes: Shropshire, Nance, Smith, Chitwood, Gonthier, Siever, Ketcher. Voting no: none.

2. Discussion and possible action regarding appointment of Briana Brakefield to Seat #1 of the Planning and Zoning Board of Adjustment / Multi-Hazard Mitigation Committee, term expiring August 31st, 2024 with immediate effect.

Motion was made by Chitwood, second by Smith to approve appointment of Briana Brakefield to Seat #1 of the Planning and Zoning Board of Adjustment / Multi-Hazard Mitigation Committee, term expiring August 31st, 2024 with immediate effect. Voting yes: Nance, Smith, Chitwood, Gonthier, Siever, Ketcher, Shropshire. Voting no: none.

Mayor moved back to City Attorney’s Report on regular agenda.

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 July 5th, 2022 Council meeting.
- b. Approve payroll purchase orders through July 22nd, 2022.
- c. Approve claims for purchase orders through July 19th, 2022.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2220220036 - 2220220150	365,260.96
STREET & DRAINAGE	2220220150 – 2220220072	3,247.59
GOLF COURSE	2220220155 – 2220220105	41,294.29
CAPITAL OUTLAY	2120210733 - 2220220120	47,270.51
REAL PROPERTY ACQUIS. RESERVE	2220220024	54.00
RECREATION CENTER	2220220005 - 2220220150	33,522.05
PRYOR PUBLIC WORKS AUTHORITY	2220220020	2,400.00
DONATIONS AND EARMARKED	2220220083 - 2220220156	3,018.50
TOTAL		496,067.90
BLANKETS		
911286B	PRYOR CHEVROLET BUICK GM	25,000.00
911287B	GALLS	5,000.00
911288B	GALLS	5,000.00
911289B	SPECIAL-OPS UNIFORMS INC.	5,000.00
911290B	SPECIAL-OPS UNIFORMS INC.	10,000.00
911291B	MUSKOGEE COMMUNICATION	10,000.00
911292B	BANK OF COMMERCE	24,007.44
911293B	BANK OF COMMERCE	64,453.68
911294B	BANK OF COMMERCE	47,164.68
911295B	WEX BANK	60,000.00
911296B	CASELLE INC.	15,456.00
911297B	JOHNNY JANZEN	20,000.04
911298B	FIBER INTERACTIVE TECHNOL	14,700.00
911299B	KOLKER & KOLKER INC.	26,800.00
911300B	HARRELL’S	6,000.00
911301B	RCB BANK	29,844.12
911302B	ADVANCE AUTO PARTS	1,000.00
911303B	AUTOZONE COMMERCIAL	1,000.00
911304B	BARCO MUNICIPAL PRODUCTS	5,000.00
911305B	BATTERY OUTFITTERS INC.	1,000.00
911306B	C & R OIL CO.	20,000.00
911307B	CHOUTEAU LIME CO INC.	1,000.00

911308B	DOLESE BROS.CO.	20,000.00
911309B	MR. J'S	2,000.00
911310B	MIKE'S TIRE & CAR CARE	1,000.00
911311B	O'REILLY AUTOMOTIVE INC.	2,000.00
911312B	OKLAHOMA PARTS SUPPLY	4,000.00
911313B	PRYOR LUMBER	4,000.00
911314B	PRYOR STONE CO.	10,000.00
911315B	QUANTIE AUTO SUPPLY	1,000.00
911316B	SAFETY KLEEN	2,000.00
911317B	TRACTOR SUPPLY CREDIT	2,000.00
911318B	WALMART COMMUNITY	2,000.00
911319B	GARY DUANE FOUGHT	28,000.00
911320B	RETAIL ATTRACTIONS LLC	48,000.00
TOTAL		523,425.96

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Approve May 2022 Appropriations Requests.

MAY 2022

FEE IN LIEU	\$	2.97
STREET & DRAINAGE	\$	163,244.61
CEMETERY CARE INTEREST	\$	10.09
CEMETERY CARE FUND	\$	433.75
GOLF COURSE CASH FUND	\$	66,514.05
CAPITAL OUTLAY FUND	\$	54,112.31
CAPITAL OUTLAY RESERVE	\$	1,686.52
REAL PROPERTY ACQUISITION	\$	19.01
HOTEL/MOTEL TAX	\$	20,091.59
2019 BOND PROJECT	\$	29.34
LIBRARY BUILDING FUND	\$	1.48
EDTA	\$	-
RECREATION CASH FUND	\$	95,996.82
PPWA BOND PROCEEDS (86)	\$	-
PPWA SINKING FUNDS	\$	108,239.17
PPWA BOND PROCEEDS (88)	\$	3,379.76
E-911	\$	3,070.86
LIBRARY SPECIAL	\$	6.21
SEIZURES	\$	0.01
DONATIONS	\$	1,044.48
COMMUNITY DEVELOPMENT BLOCK GRANT	\$	-
FUND 47	\$	315.60
MAIN STREET BOND ACCOUNT-2019	\$	12,038.21
FLEX SPEND PLAN	\$	-
COVID	\$	95.31
TOTAL	\$	530,332.15

- f. Discussion and possible action regarding an expenditure in the amount of \$5,496.55 to Granicus (formerly GovQA) for annual Community Development Services from General Software Account #02-201-5260.
- g. Discussion and possible action regarding an expenditure in the amount of \$88,503.00 to OMAG for Property Insurance Policy #PRO140003307 from General Insurance – Property Account #02-201-5045.
- h. Discussion and possible action regarding an expenditure in the amount of \$71,278.00 to OMAG for General Liability/Auto Policy #GLA140001707 from General Insurance – Fleet Account #02-201-5043.
- i. Discussion and possible action regarding proposal as presented from Kolker & Kolker, Inc. including an expenditure of \$26,800.00 for fiscal year ending June 30th, 2023 from General Outside Services – Accounting Account #02-201-5073.
- j. Discussion and possible action regarding reappointment of Pamela Buffington to Seat #3 of the Park Board, term expiring 7/31/25.
- k. Discussion and possible action regarding an expenditure in the amount of \$16,392.45 to Vermont Systems for Pryor Creek Recreation Center software for July 1st, 2022 – June 30th, 2023 from Computer Tech Support Account #84-845-5046.
- l. Discussion and possible action regarding an expenditure in the amount of \$120,850.00 to the National Fitness Campaign. Funds will be partially reimbursed by the NFC Grant Funding Award in the amount of \$30,000.00 and local sponsorships totaling \$60,000.00 with the remainder from Recreation Capital Outlay Equipment Account #84-845-5410.

- m. Discussion and possible action regarding an emergency expenditure in the amount of \$3,730.50 to Kaska, LLC for repairs to the Graham Community Center kitchen ceiling from General Repair & Maintenance Account #02-201-5091.
- n. Discussion and possible action regarding hiring Miriam Treas to fill the open part-time Library Assistant - Computer Lab position at the Thomas J. Harrison Pryor Public Library effective July 25th, 2022. This position is budgeted at \$10.11 per hour per the pay plan.
- o. Discussion and possible action regarding rehire of James Boswell as A Operator to the Street Department, Range D, Step 1 (annual wage - \$36,400.00), effective August 1st, 2022.

Motion was made by Ketcher, second by Gonthier to approve items a – o, less items a, g, h, l, and o. Voting yes: Smith, Chitwood, Gonthier, Siever, Ketcher, Shropshire, Nance. Voting no: none.

a. Approve minutes of the July 5th, 2022 Council meeting.

Motion was made by Ketcher, second by Shropshire to approve minutes of the July 5th, 2022 Council meeting. Voting yes: Gonthier, Siever, Ketcher, Shropshire Nance, Smith. Abstaining, counting as a no vote: Chitwood. Voting no: none.

g. Discussion and possible action regarding an expenditure in the amount of \$88,503.00 to OMAG for Property Insurance Policy #PRO140003307 from General Insurance – Property Account #02-201-5045.

Motion was made by Chitwood, second by Smith to approve an expenditure in the amount of \$88,503.00 to OMAG for Property Insurance Policy #PRO140003307 from General Insurance – Property Account #02-201-5045. Voting yes: Gonthier, Siever, Ketcher, Shropshire, Nance, Smith, Chitwood. Voting no: none.

h. Discussion and possible action regarding an expenditure in the amount of \$71,278.00 to OMAG for General Liability/Auto Policy #GLA140001707 from General Insurance – Fleet Account #02-201-5043.

Motion was made by Chitwood, second by Shropshire to approve an expenditure in the amount of \$71,278.00 to OMAG for General Liability/Auto Policy #GLA140001707 from General Insurance – Fleet Account #02-201-5043. Voting yes: Siever, Ketcher, Shropshire, Nance, Smith, Chitwood, Gonthier. Voting no: none.

l. Discussion and possible action regarding an expenditure in the amount of \$120,850.00 to the National Fitness Campaign. Funds will be partially reimbursed by the NFC Grant Funding Award in the amount of \$30,000.00 and local sponsorships totaling \$60,000.00 with the remainder from Recreation Capital Outlay Equipment Account #84-845-5410.

Motion was made by Chitwood, second by Smith to approve an expenditure in the amount of \$120,850.00 to the National Fitness Campaign. Funds will be partially reimbursed by the NFC Grant Funding Award in the amount of \$30,000.00 and local sponsorships totaling \$60,000.00 with the remainder from Recreation Capital Outlay Equipment Account #84-845-5410. Voting yes: Ketcher, Shropshire, Nance, Smith, Chitwood, Gonthier, Siever. Voting no: none.

o. Discussion and possible action regarding rehire of James Boswell as A Operator to the Street Department, Range D, Step 1 (annual wage - \$36,400.00), effective August 1st, 2022.

Motion was made by Smith, second by Chitwood to approve rehire of James Boswell as A Operator to the Street Department, Range D, Step 1 (annual wage - \$36,400.00), effective August 1st, 2022. Voting yes: Shropshire, Nance, Smith, Chitwood, Gonthier, Siever, Ketcher. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel

Shropshire reported that the next meeting will be August 9th, 2022.

b. Ordinance and Insurance (Shropshire)

Shropshire reported that they are working on two or three items and trying to find a time for a meeting.

c. Street (Smith)

Smith reported that they are working on items for next week's meeting.

8. UNFORESEEABLE BUSINESS.

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

Discussion and possible action regarding accepting the low bid for three (3) pump motors from GPM Pumping Systems in the amount of \$18,810.63 from Golf Repair and Maintenance Account #41-415-5092. Other bids received: \$32,868.69 from Pumps, Motors & Controls, Inc.; \$27,562.50 from Busby Pump & Supply, LLC; \$28,950.00 from SiteOne Landscape Supply. Voting yes: Nance, Smith, Chitwood, Gonthier, Siever, Ketcher, Shropshire. Voting no: none.

9. ADJOURN.

Motion was made by Ketcher, second by Smith to adjourn. Voting yes: Smith, Chitwood, Gonthier, Siever, Ketcher, Shropshire, Nance. 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 JULY 5TH, 2022 MEETING.

Motion was made by Ketcher, second by Smith to approve minutes of July 5th, 2022 meeting. Voting yes: Gonthier, Siever, Ketcher, Shropshire, Nance, Smith. Abstaining, counting as a no vote: Chitwood. 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: 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
