

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, SEPTEMBER 19TH, 2023 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 emailed to The Paper newspaper and emailed to the Council members.

1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL CALL.

Mayor Doyle called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Nena Roberts. Roll Call was conducted by Assistant City Clerk Lisa Malone. Council members present included Terry Lamar, Choya Shropshire, Dennis Nance, Travis Mileur, Charles Tramel, Chris Gonthier and Bruce Smith. Members absent: Randy Chitwood.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell, BK Young and Cari Rerat.

Others present: Kemmie Shropshire, Autumn Graybill, Gilbert Graybill, Angela Smith, Paige Lamar, Jennie LaFave, Nena Roberts, Adam Anderson, Houston Brittain, Marshel Morrison, Mitzi Byler, Janice Bell, Chris Julkowski, Terry Aylward, Lori Ballew, Jeanette Anderson, Jan Chaney, Brian Doyle, Trey Larremore and Benny Long.

2. PETITIONS FROM THE AUDIENCE:

(Limited to 5 minutes, must request in advance.)

- a. Brian Doyle spoke in favor of installing a Narcan vending machine and petitioned Council to consider alternate locations rather than the Library.

3. DISCUSSION AND POSSIBLE ACTION ON CONSENT AGENDA.

(Consent items are to be voted on for approval or denial by one single motion without discussion. Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda. Only those items removed will be read aloud.)

- a. Approve minutes of the September 5th, 2023 Council meeting.
- b. Approve minutes of the September 12th, 2023 special Council meeting.
- c. Approve payroll purchase orders through September 29th, 2023.
- d. Approve claims for purchase orders through September 19th, 2023.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2320230645-2320230739	164,211.07
STREET & DRAINAGE	2320230739-2320230733	8,989.29
GOLF COURSE	2320230712-911380B	5,191.49
CAPITAL OUTLAY	911381B-911404B	63,462.69
POLICE TRAINING FEES	2320230677	380.00
HOTEL/MOTEL TAX REVENUE	2320230731-2320230740	75,372.74
RECREATION CENTER	2320230691-2320230715	10,842.81
PRYOR PUBLIC WORKS AUTHORITY	2320230649	2,500.00
DONATIONS AND EARMARKED	2320230701-2320230700	2,032.00

TOTAL 332,982.09

BLANKETS

911435B	DUNHAM'S ASPHALT SERVICE	449,990.00
911436B	INFRASTRUCTURE SOLUTIONS	5,000.00

TOTAL 454,990.00

- e. Approve signing a Memorandum of Understanding with Oklahoma Department of Mental Health and Substance Abuse Services to provide Pryor with a vending machine stocked with free Narcan/Naloxone and Fentanyl test strips. The vending machine will be located at the North entrance of the Thomas J. Harrison Pryor Public Library.
- f. Approve the Fire Chief to move forward with the purchase plan of a new fire truck.
- g. Approve waiving the Graham Community Building rental fees for the Oklahoma Department of Human Services special meeting regarding foster care on December 14th, 2023.
- h. Approve an expenditure in the amount of \$4,994.66 to Infrastructure Solutions Group for PRY-22-07-02 for updated wall maps for City Hall; \$2,500.00 to be paid from P&Z Miscellaneous Mapping Account #02-205-5077 and \$2,494.66 to be paid from General Outside Services - Other Account #02-201-5075.

- i. Approve amending item 5f from the Council meeting held September 5th, 2023 to include the correct invoice amount of \$45,507.00 due to a Scrivener's error. Previously approved and paid amount was \$44,307.00 from Lightbar Donations Account #96-965-5528. The additional amount, \$1,200.00, will be paid from the same account.
- j. Approve the Hotel / Motel Tax Allocation distributions for:
 1. Pryor Area Chamber of Commerce (40%) - \$39,070.14
 2. Pryor Public Schools (20%) - \$19,535.07
 3. Pryor Main Street (10%) - \$9,767.53
- k. Approve signing a Contract with Independent School District No. 1 (Pryor Public Schools) for the furnishing of School Resource Officers to School District campuses.

Motion was made by Shropshire, second by Gonthier to approve the consent agenda less items b, e, h and k. Voting yes: Lamar, Shropshire, Nance, Mileur, Tramel, Gonthier and Smith. Voting no: none.

3b. Approve minutes of the September 12th, 2023 special Council meeting.

Motion was made by Gonthier, second by Shropshire to approve minutes of the September 12th, 2023 special Council meeting. Voting yes: Shropshire, Nance, Mileur, Tramel, Smith and Lamar. Abstaining, counting as a no vote: Gonthier. Voting no: none.

3e. Approve signing a Memorandum of Understanding with Oklahoma Department of Mental Health and Substance Abuse Services to provide Pryor with a vending machine stocked with free Narcan/Naloxone and Fentanyl test strips. The vending machine will be located at the North entrance of the Thomas J. Harrison Pryor Public Library.

Motion was made by Tramel, second by Gonthier to approve signing a Memorandum of Understanding with Oklahoma Department of Mental Health and Substance Abuse Services to provide Pryor with a vending machine stocked with free Narcan/Naloxone and Fentanyl test strips. The vending machine will be located at the North entrance of the Thomas J. Harrison Pryor Public Library. Voting yes: none. Voting no: Nance, Mileur, Tramel, Gonthier, Smith, Lamar and Shropshire.

3h. Approve an expenditure in the amount of \$4,994.66 to Infrastructure Solutions Group for PRY-22-07-02 for updated wall maps for City Hall; \$2,500.00 to be paid from P&Z Miscellaneous Mapping Account #02-205-5077 and \$2,494.66 to be paid from General Outside Services - Other Account #02-201-5075.

Motion was made by Shropshire, second by Tramel to approve an expenditure in the amount of \$4,994.66 to Infrastructure Solutions Group for PRY-22-07-02 for updated wall maps for City Hall; \$2,500.00 to be paid from P&Z Miscellaneous Mapping Account #02-205-5077 and \$2,494.66 to be paid from General Outside Services - Other Account #02-201-5075. Voting yes: Mileur, Tramel, Gonthier, Smith, Lamar, Shropshire and Nance. Voting no: none.

3k. Approve signing a Contract with Independent School District No. 1 (Pryor Public Schools) for the furnishing of School Resource Officers to School District campuses.

Motion was made by Gonthier, second by Nance to approve signing a Contract with Independent School District No. 1 (Pryor Public Schools) for the furnishing of School Resource Officers to School District campuses. Voting yes: Tramel, Gonthier, Lamar, Shropshire, Nance and Mileur. Voting no: Smith.

Mayor excused himself as the Chair and appointed Council President Lamar to act as Chair in his place.

Lamar moved to the addendum.

**ADDENDUM
CITY COUNCIL MEETING
SEPTEMBER 19TH, 2023 AT 6:00 P.M.**

A1. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Public Schools from 2022-2023.

Motion was made by Gonthier, second by Shropshire to approve Hotel / Motel Final Expense Report for Pryor Public Schools from 2022-2023. Voting yes: Gonthier, Smith, Lamar, Shropshire, Nance, Mileur and Tramel. Voting no: none.

A2. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Main Street from 2022-2023.

Motion was made by Gonthier, second by Nance to approve Hotel / Motel Final Expense Report for Pryor Main Street from 2022-2023. Voting yes: Smith, Lamar, Shropshire, Nance, Mileur, Tramel and Gonthier. Voting no: none.

A3. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Area Chamber of Commerce from 2022-2023.

Motion was made by Gonthier, second by Shropshire to approve Hotel / Motel Final Expense Report for Pryor Area Chamber of Commerce from 2022-2023. Voting yes: Lamar, Shropshire, Nance, Mileur, Tramel, Gonthier and Smith. Voting no: none.

A4. Discussion and possible action regarding a Hotel / Motel grant application from Pryor Area Arts and Humanities for Northeast Oklahoma Area Artist's Show that was held March 24th-April 1st, 2023, in the amount of \$2,000.00.

Motion was made by Gonthier, second by Nance to approve a Hotel / Motel grant application from Pryor Area Arts and Humanities for Northeast Oklahoma Area Artist's Show that was held March 24th-April 1st, 2023, in the amount of \$2,000.00. Voting yes: Shropshire, Nance, Mileur, Tramel, Gonthier, Smith and Lamar. Voting no: none.

A6. Discussion and possible action regarding a Hotel / Motel grant application from Oklahoma Freedom Flight for the ExtravaSLAMza II that was held August 5th, 2023 in the amount of \$5,000.00.

Motion was made by Shropshire, second by Gonthier to approve a Hotel / Motel grant application from Oklahoma Freedom Flight for the ExtravaSLAMza II that was held August 5th, 2023 in the amount of \$5,000.00. Voting yes: Nance, Mileur, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

A5. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Area Arts and Humanities Northeast Oklahoma Area Artists Show March 24th-April 1st, 2023, in the amount of \$2,000.00.

Motion was made by Gonthier, second by Nance to approve Hotel / Motel Final Expense Report for Pryor Area Arts and Humanities Northeast Oklahoma Area Artists Show March 24th-April 1st, 2023, in the amount of \$2,000.00. Voting yes: Mileur, Tramel, Gonthier, Smith, Lamar, Shropshire and Nance. Voting no: none.

A7. Discussion and possible action to approve Hotel / Motel Final Expense Report for Oklahoma Freedom Flight for the ExtravaSLAMza II that was held August 5th, 2023 in the amount of \$5,000.00.

Motion was made by Gonthier, second by Shropshire to approve Hotel / Motel Final Expense Report for Oklahoma Freedom Flight for the ExtravaSLAMza II that was held August 5th, 2023 in the amount of \$5,000.00. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Nance and Mileur. Voting no: none.

Recess from 6:57-7:00.

Mayor returned as Chair.

Mayor moved back to the regular agenda.

4. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

- a. Discussion and possible action to approve the Pryor Creek Police Department to purchase the annual Badge (Police RMS) Base System Annual Software License and Customer Support Renewal Package from Cardinal Tracking in the amount of \$3,437.55. This will be paid out of the Police Capital Outlay Account #44-445-5424.**

Motion was made by Gonthier, second by Mileur to approve the Pryor Creek Police Department to purchase the annual Badge (Police RMS) Base System Annual Software License and Customer Support Renewal Package from Cardinal Tracking in the amount of \$3,437.55. This will be paid out of the Police Capital Outlay Account #44-445-5424. Voting yes: Gonthier, Smith, Lamar, Shropshire, Nance, Mileur and Tramel. Voting no: none.

- b. Discussion and possible action regarding entering into an Agreement with Agriland FS to place fuel tanks at the Emergency Services Center. This Agreement would also allow us to purchase a special meter to track and log fuel usage by individuals and departments. Agriland would install one (1) 1000 gallon Diesel tank, one (1) 2000 gallon Unleaded tank and possibly one (1) Premium tank. All tanks would be included at no cost. Proposal to break down cost and savings is included.**

Motion was made by Gonthier, second by Shropshire to approve entering into an Agreement with Agriland FS to place fuel tanks at the Emergency Services Center. This Agreement would also allow us to purchase a special meter to track and log fuel usage by individuals and departments. Agriland would install one (1) 1000 gallon Diesel tank, one (1) 2000 gallon Unleaded tank and possibly one (1) Premium tank. All tanks would be included at no cost. Proposal to break down cost and savings is included. Motion was amended by Gonthier, second by Shropshire to include that the provided tanks will be rated UL2085 to meet the fire marshal's

requirements and equipped with the fluid secure program, also removing mention of the Premium tank. Voting yes: Smith, Lamar, Shropshire, Nance, Mileur, Tramel and Gonthier. Voting no: none.

c. Discussion and possible action regarding hiring Chris Julkowski as a volunteer firefighter.

No action taken.

d. Discussion and possible action to fill the Deputy Clerk position in the City Clerk's office left vacant on September 5th, 2023. This position would be filled by a temporary employee.

No action taken.

e. Discussion and possible action to fill the Deputy Clerk position that was previously recommended to Council on July 11th, 2023. This position would be filled by a temporary employee.

No action taken.

f. Discussion and possible action to approve Dale Burke with Infrastructure Solutions Group to begin seeking bids for the Salt Creek Project Phase 1.

Motion was made by Lamar, second by Mileur to approve Dale Burke with Infrastructure Solutions Group to begin seeking bids for the Salt Creek Project Phase 1. Motion was amended by Lamar, second by Mileur to change the name of the project to Salt Creek Project Phase 2 West Side of Tracks. Voting yes: Lamar, Shropshire, Nance, Mileur, Tramel, Gonthier and Smith. Voting no: none.

g. Discussion and possible action to approve Dale Burke with Infrastructure Solutions Group to begin seeking bids for the Salt Creek Project Phase 2.

Motion was made by Mileur, second by Gonthier to approve Dale Burke with Infrastructure Solutions Group to begin seeking bids for the Salt Creek Project Phase 2. Motion was amended by Mileur, second by Gonthier to change the name of the project to Salt Creek Project Phase 2.1 South Tributary. Voting yes: Shropshire, Nance, Mileur, Tramel, Gonthier, Smith and Lamar. Voting no: none.

5. CITY ATTORNEY'S REPORT:

McBride reported that he is working on the deannexation and rear setback ordinances.

6. COMMITTEE REPORTS:

(Items, such as next meeting date, needing to be reported. No open discussions. Any items requiring discussion are to be added to the Mayor's report prior to posting of agenda.)

a. Budget and Personnel

Shropshire reported that the next meeting will be October 10th, 2023 at 5:30 p.m.

b. Ordinance and Insurance

Gonthier reported that there will be a special meeting scheduled September 26th, 2023 at 6:00 p.m.

c. Street

Mileur reported that the next meeting will be September 26th, 2023 at 5:30 p.m.

7. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

8. ADJOURN.

Motion was made by Gonthier, second by Nance to adjourn. Voting yes: Nance, Mileur, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:31 p.m.

2. APPROVE MINUTES OF SEPTEMBER 5TH, 2023 MEETING.

Motion was made by Gonthier, second by Mileur to approve the minutes of the September 5th, 2023 meeting. Voting yes: Mileur, Tramel, Gonthier, Smith, Lamar, Shropshire and 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 Nance, second by Gonthier to adjourn. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Nance and Mileur. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN ZAC DOYLE

MINUTES WRITTEN BY ASSISTANT CITY CLERK LISA MALONE
