

**MINUTES
ORDINANCE AND INSURANCE COMMITTEE
SPECIAL MEETING
THURSDAY, JUNE 3RD, 2021
5:00 P.M.**

THE ORDINANCE AND INSURANCE COMMITTEE MET IN SPECIAL SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

COMMITTEE MEMBERS: CHOYA SHROPSHIRE, DENNIS NANCE, JIMMY TRAMEL, STEVE SMITH (ALTERNATE)

1. CALL MEETING TO ORDER.

The meeting was called to order by Choya Shropshire at 5:00 p.m. Committee members present: Choya Shropshire, Dennis Nance and Steve Smith. Members absent: Jimmy Tramel.

Others present: Mayor Larry Lees, Brown & Brown representatives Jennifer Brittain and Kristy Hinojosa, Kimmie Shropshire.

2. DISCUSS, POSSIBLY APPROVE MINUTES OF JANUARY 11TH, 2021 SPECIAL MEETING.

Motion was made by Nance, second by Smith to approve minutes of January 11th, 2021 Special Meeting. Voting yes: Shropshire and Nance. Abstaining, counting as a no vote: Smith. Voting no: none.

3. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING APPROVAL OF 2021-2022 CITY GROUP HEALTH INSURANCE PLAN FROM PLANS PRESENTED.

Motion was made by Nance, second by Smith to recommend Council action regarding approval of 2021-2022 city group health insurance plan from plans presented.

Brittain talked through the information regarding the different plans and companies Brown & Brown shopped. She stated that BCBS initially showed a 21% increase in the costs from last year, but after negotiations they settled at an 8% increase. The other companies, including Aetna and United Healthcare, came in at even higher rates. Although St. Francis is still in negotiations with BCBS Brittain recommended the city remain with BCBS.

Nance and Smith then amended their motion and second to recommend Council action to approve renewing with Blue Cross Blue Shield with no changes. All voted yes.

4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING RENEWAL OF CITY GROUP LIFE, VISION AND DENTAL INSURANCE.

Motion was made by Nance, second by Smith to recommend Council action regarding renewal of city group life, vision and dental insurance with no changes. Voting yes: Nance, Smith, Shropshire. Voting no: none.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING CONTINUED OFFERING OF OPTIONAL VOLUNTARY LIFE, SHORT-TERM DISABILITY AND LONG-TERM DISABILITY.

Motion was made by Nance, second by Smith to recommend Council action regarding continued offering of optional voluntary life, short-term disability and long-term disability with no changes. Voting yes: Smith, Shropshire, Nance. Voting no: none.

6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING OFFERING A FLEXIBLE SPENDING ACCOUNT.

Motion was made by Nance, second by Smith to recommend Council action regarding offering a Flexible Spending Account.

Brittain explained how an FSA works and the benefits to the employee. She stated that an employee can carry a \$2,750.00 maximum balance per year with the option to carry over \$500.00 at year-end; however, she stated that, due to COVID 19, there is currently no maximum carry-over, so if an employee has more the \$500 left in their account all will carry over to the next year. She also stated that it will cost the city \$150 annually, as well as a \$5 per employee fee that the City will pay.

Voting yes: Shropshire, Nance, Smith. Voting no: none.

7. SCHEDULE NEXT MEETING.

No action.

8. ADJOURN.

Motion was made by Nance, second by Smith to adjourn at 5:21 p.m. Voting yes: Nance, Smith, Shropshire. Voting no: none.

ORDINANCE NO. 2018-13

AN ORDINANCE AMENDING TITLE 10, CHAPTER 1, SECTION 1 AMENDING SECTION 10-1-1 OF THE CITY CODE OF THE CITY OF PRYOR CREEK, MAYES COUNTY, STATE OF OKLAHOMA, REGARDING CREATION; COMPOSITION OF THE CITY'S PLANNING COMMISSION PROVIDING FOR THE NUMBER OF MEMBERS TO SERVE, COMPENSATION OF MEMBERS, MANNER OF APPOINTMENT OF MEMBERS, TERMS OF MEMBERS, AND EX OFFICIO MEMBERSHIP OF THE CITY'S BUILDING OFFICIAL OF THE PLANNING COMMISSION, AND PROVIDING FOR REPEALER AND SEVERABILITY.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR, AND THE COUNCIL OF THE CITY OF PRYOR CREEK, MAYES COUNTY, STATE OF OKLAHOMA, TO-WIT:

SECTION 1.

Title 10, Chapter 1, Section 1 of the Code of Ordinances of the City of Pryor Creek, Mayes County, State of Oklahoma is hereby amended to read as follows, to-wit: (deleted text appearing stricken through, added text appearing underlined)

10-1-1 CREATED; COMPOSITION:

- A. **Number; Compensation:** There is hereby created within and for the city a planning commission, which shall consist of seven (7) members Five (5) members, and Two (2) alternate members together with the non-voting Ex Officio Member as hereinafter provided. The members of the planning commission ~~shall be nominated and appointed solely with reference to their fitness and without a reference to party affiliations, and shall serve without compensation, except as hereafter provided. Each member appointed by the mayor and approved and confirmed by the city council must be a current resident of the city at the time of appointment and remain a resident of the city throughout the member's term. If a member ceases to be a resident of the city during a member's unexpired term a vacancy shall occur in the position of the member. In the absence of a member or members one or more of the alternate members shall serve in the absent member's stead.~~ should be in UDO
- B. **Qualifications of Members** Any person whom has attained the age of legal majority previous to the time of his or her appointment, regardless of the person's place of residency, shall be eligible for appointment to the Planning Commission by the Mayor and Council. No more than one Member of the Planning Commission may serve on the Board of Adjustment save and except the Ex Officio Member as herein provided.

C. **Appointment:** ~~The mayor shall appoint the members of the planning commission, with exception of the member designated as "ex officio" as hereinafter stated, subject to approval and confirmation by the city council.~~ Appointment of Planning Commission Members shall be accomplished as follows:

1. Each member to serve on the Planning Commission shall be elected by a simple majority vote of the City Council at any regular or special City Council Meeting where the matter of nomination and appointment of member(s) of the Planning Commission is a proper agenda item for the City Council meeting.
2. Nominations shall commence upon a motion, second and vote in favor of opening the matter for nominations of persons to serve on the Planning Commission.
3. Nomination of a person to serve on the Planning Commission may be made by the Mayor or any member of the City Council.
4. A second to the nomination of any person to serve shall be required for a vote on the appointment of such person, and the failure to receive a second to the nomination shall act to remove the name of the person so nominated from the consideration for appointment.
5. Nominations of persons to serve shall cease upon a motion, second and vote to close nominations.
6. Following a vote in favor to close the nominations, a vote upon each nomination shall proceed to be taken wherein appointments may be made by a simple majority vote upon each such person nominated.
7. Prior to, or at the meeting at which any person is nominated to serve, the person so nominated shall have indicated his or her acceptance of the nomination to serve in writing or in person to the Mayor or City Council prior to his or her appointment being voted by the Council.

D. **Term; Vacancies:** Members of the planning commission shall hold office for a term of three (3) years. When a vacancy occurs on the commission during the unexpired term of any member, an appointment shall be made in the manner prescribed herein by the mayor subject to approval and confirmation by the city council of a person to fill the unexpired term.

E. **Ex Officio Members:** The building official of the city shall be an ex officio member of the planning commission without voting powers, but shall receive no separate compensation apart from that of the fixed salary received in the capacity of the building official position with the city.

SECTION 2. REPEALER.

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of any such conflict.

SECTION 3 SEVERABILITY.

If any section, sub-section, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion of this ordinance.

Passed and Approved by the Council of the City of Pryor Creek, Oklahoma, in regular session on this 15th day of May, 2018.

ATTEST:


EVA SMITH, CITY CLERK


JIMMY TRAMEL, MAYOR

APPROVED AS TO FORM AND LEGALITY:


K. ELLIS RITCHIE
Dated: May 15, 2018

ORDINANCE NO. 2018-14

AN ORDINANCE AMENDING TITLE 10, CHAPTER 2, SECTION 1 AMENDING SECTION 10-2-1 OF THE CITY CODE OF THE CITY OF PRYOR CREEK, MAYES COUNTY, STATE OF OKLAHOMA, REGARDING CREATION; COMPOSITION OF THE CITY'S BOARD OF ADJUSTMENT PROVIDING FOR THE NUMBER OF MEMBERS TO SERVE, MANNER OF APPOINTMENT OF MEMBERS, TERMS OF MEMBERS, AND EX OFFICIO MEMBERSHIP OF THE CITY'S BUILDING OFFICIAL, AND PROVIDING FOR REPEALER AND SEVERABILITY.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR, AND THE COUNCIL OF THE CITY OF PRYOR CREEK, MAYES COUNTY, STATE OF OKLAHOMA, TO-WIT:

SECTION 1.

Title 10, Chapter 2, Section 1 of the Code of Ordinances of the City of Pryor Creek, Mayes County, State of Oklahoma is hereby amended to read as follows, to-wit: (deleted text appearing stricken through, added text appearing underlined)

10-2-1

CREATED; COMPOSITION:

There is hereby created a Board of Adjustment, consisting of five (5) members, who ^{in UDO now} shall be the same members as the Planning Commission, unless otherwise provided by the City Council, and removable for cause by the City Council upon written charges and after public hearing. Vacancies shall be filled for the unexpired term of any members whose term becomes vacant. The members of the Board of Adjustment shall be appointed by the Mayor and confirmed by the City Council for three (3) year staggered terms. The chairman of the Planning Commission shall be an ex-officio member of the Board of Adjustment in advisory capacity with no voting privileges.

A. **Number; Compensation:** There is hereby created within and for the City a Board of Adjustment, consisting of Five (5) Members and Two (2) alternate members together with the non-voting Ex Officio Member as hereinafter provided. The members of the Board of Adjustment shall serve without compensation. In the absence of a member or members one or more of the alternate members shall serve in the absent member's stead.

should be in UDO

B. **Qualifications of Members:** Any person whom has attained the age of legal majority previous to the time of his or her appointment, regardless of the person's place of residency, shall be eligible for appointment to the Board of Adjustment by the Mayor and Council. No more than one Member of the

Board of Adjustment may serve on the Planning Commission save and except the Ex Officio Member as herein provided.

- C. **Appointment:** ~~The mayor shall appoint the members of the planning commission, with exception of the member designated as "ex officio" as hereinafter stated, subject to approval and confirmation by the city council.~~ Appointment of Board of Adjustment Members shall be accomplished as follows:

1. Each member to serve on the Board of Adjustment shall be elected by a simple majority vote of the City Council at any regular or special City Council Meeting where the matter of nomination and appointment of member(s) of the Board of Adjustment is a proper agenda item for the City Council meeting.
2. Nominations shall commence upon a motion, second and vote in favor of opening the matter for nominations of persons to serve on the Board of Adjustment.
3. Nomination of a person to serve on the Board of Adjustment may be made by the Mayor or any member of the City Council.
4. A second to the nomination of any person to serve shall be required for a vote on the appointment of such person, and the failure to receive a second to the nomination shall act to remove the name of the person so nominated from the consideration for appointment.
5. Nominations of persons to serve shall cease upon a motion, second and vote to close nominations.
6. Following a vote in favor to close the nominations, a vote upon each nomination shall proceed to be taken wherein appointments may be made by a simple majority vote upon each such person nominated.
7. Prior to, or at the meeting at which any person is nominated to serve, the person so nominated shall have indicated his or her acceptance of the nomination to serve in writing or in person to the Mayor or City Council prior to his or her appointment being voted by the Council.

- D. **Term; Vacancies:** Members of the Board of Adjustment shall hold office for a term of three (3) years. When a vacancy occurs on the board during the unexpired term of any member, an appointment shall be made in the manner prescribed herein by the mayor subject to approval and confirmation by the city council of a person to fill the unexpired term.

- E. **Ex Officio Members:** The building official of the city shall be an ex officio member of the Board of Adjustment without voting powers, but shall receive no separate compensation apart from that of the fixed salary received in the capacity of the building official position with the city.

SECTION 2. REPEALER.

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of any such conflict.

SECTION 3 SEVERABILITY

If any section, sub-section, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion of this ordinance.

Passed and Approved by the Council of the City of Pryor Creek, Oklahoma, in regular session on this 15th day of May, 2018.

ATTEST:

Eva Smith
EVA SMITH, CITY CLERK

JIMMY TRAMEL
JIMMY TRAMEL, MAYOR

APPROVED AS TO FORM AND LEGALITY:

K. ELLIS RITCHIE
K. ELLIS RITCHIE

Dated: May 15, 2018