

**NOTICE AND AGENDA  
ORDINANCE AND INSURANCE COMMITTEE  
REGULAR MEETING  
TUESDAY, OCTOBER 29<sup>TH</sup>, 2024  
5:30 P.M.**

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT NOTICE IS HEREBY GIVEN THAT THE ORDINANCE AND INSURANCE COMMITTEE WILL MEET IN REGULAR SESSION IN THE COUNCIL CHAMBER, AT 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME. FOR SPECIAL ACCOMMODATIONS TO ATTEND, PLEASE CONTACT (918) 825-0888.

**COMMITTEE MEMBERS: CHRIS GONTHIER, CHOYA SHROPSHIRE, TYLER BROWN, CHARLES TRAMEL (ALT)**

1. Call Meeting to Order.
2. Petitions from the audience.
3. Discuss, possibly approve minutes of the June 27<sup>th</sup>, 2024 special meeting, tabled July 30<sup>th</sup>, 2024.
4. Discuss, possibly approve minutes of the July 30<sup>th</sup>, 2024 regular meeting.
5. Discuss, possibly recommend Council action regarding the 2024 Ordinance & Insurance Committee meeting schedule.
6. Discussion and possible action to recommend to council to consider amending or removing Title 1, Chapter 6, Article E. "City Administrator" of the Pryor Creek Ordinances. *(Agenda item submitted by Gonthier)*
7. Discussion and possible action to recommend to council to consider amending Title 2, Chapter 1, "Finance and Budget Administration" of the Pryor Creek Ordinances. *(Agenda item submitted by Gonthier)*
8. Discussion and possible action to consider recommending adoption of the 2024 Pryor Creek Purchasing Manual to the Pryor Creek City Council. *(Agenda item submitted by Gonthier)*
9. Discussion and possible action to recommend to council the creation of a Purchasing Agent for the City of Pryor Creek and determining compensation for such position. *(Agenda item submitted by Gonthier)*
10. Discussion and possible action to recommend to council to consider amending Title 1, Chapter 6, Article C. "City Attorney" of the Pryor Creek Ordinances to require notification of legal action or claims being filed against the City of Pryor Creek. *(Agenda item submitted by Gonthier)*
11. Discussion and possible action to recommend to council to consider amending Title 1, Chapter 6, Article A. "City Clerk" of the Pryor Creek Ordinances to require all financial statements from the preceding month be timely and accurately completed by the 22<sup>nd</sup> of the following month and delivered to department heads and city council members by the 23<sup>rd</sup> of each month. *(Agenda item submitted by Gonthier)*
12. Discussion and possible action to recommend to council to consider amending Title 1, Chapter 5, Section 1 "Mayor and City Council" of the Pryor Creek Ordinances to

determine the length of term for committee members, and establish when the nomination of committee members shall occur. *(Agenda item submitted by Gonthier)*

13. Discussion and possible action to consider amending Title 1, Chapter 5, Section 1 "Mayor and City Council" of the Pryor Creek Ordinances to dictate that the chair of each committee be entrusted with the setting of the agenda for their respective committee. *(Agenda item submitted by Gonthier)*
14. Discussion and possible action to recommend to council to consider amending Title 1, Chapter 5, Section 1 "Mayor and City Council" of the Pryor Creek Ordinances to determine the procedures for nominating the President of the Council, length of term of nomination, duties, and notification process for when the position assumes the duties of Mayor, and the notification process for when the Mayor resumes their duties. *(Agenda item submitted by Gonthier)*
15. Discussion and possible action to recommend to council the adoption of an ordinance to clarify the responsibilities and duties of the city clerk. *(Agenda item submitted by Gonthier)*
16. Unforeseeable business.
17. Adjourn.

POSTED OCTOBER 28<sup>TH</sup>, 2024 BY CITY CLERK COURTNEY DAVIS

*Courtney Davis*

