

**MINUTES
SPECIAL CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, FEBRUARY 25TH, 2025 AT 6:00 P.M.**

The City Council of the City of Pryor Creek, Oklahoma met in special 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 Brashears. Roll Call was conducted by Assistant City Clerk Hannah Morris. Council members present included Terry Lamar, Choya Shropshire, Lori Bradshaw, Kenneth Brashears, Tyler Brown, Charles Tramel, Chris Gonthier and Bruce Smith. Members absent: none.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell, Justin Couch, James Baumert and Cari Rerat.

Others present: Adam Anderson, Bill Dinsmore, Drew Stott, Terry Aylward, Autumn Graybill and Gilbert Graybill.

2. 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 February 4th, 2025 Council meeting.
- b. Approve minutes of the February 19th, 2025 virtual Emergency Council meeting.
- c. Approve Appropriations for November 2024.

FLEX SPEND PLAN	\$ 24.43
STREET & DRAINAGE IMPROV. SALE	\$ 167,772.20
CEMETERY CARE INTEREST	\$ -
CEMETERY CARE FUND	\$ 156.25
GOLF COURSE CASH	\$ 50,334.57
CAPITAL OUTLAY/CAPITAL IMPROVE	\$ 55,868.70
CAPITAL OUTLAY RESERVE FUND	\$ 100.00
REAL PROPERTY ACQUISITION RES.	\$ -
POLICE TRAINING FEES	\$ 400.18
MAIN STREET BOND ACCOUNT	\$ 12,415.27
HOTEL/MOTEL TAX	\$ 11,389.91
LIBRARY BUILDING FUND	\$ -
RECREATION CENTER-CASH FUND	\$ 106,096.38
PPWA SINKING FUNDS	\$ 111,737.40
PPWA BOND PROCEEDS	\$ -
E-911	\$ 33.30
LIBRARY SPECIAL	\$ 129.05
DONATIONS	\$ 402.00
EDTA	\$ 117,970.42
TOTAL	\$ 634,830.06

- d. Approve Appropriations for December 2024.

FLEX SPEND PLAN	\$ 22.40
STREET & DRAINAGE IMPROV. SALE	\$ 159,653.74
CEMETERY CARE INTEREST	\$ -
CEMETERY CARE FUND	\$ 2,402.50
GOLF COURSE CASH	\$ 75,075.61
CAPITAL OUTLAY/CAPITAL IMPROVE	\$ 55,264.76
CAPITAL OUTLAY RESERVE FUND	\$ 16,080.00
REAL PROPERTY ACQUISITION RES.	\$ -
POLICE TRAINING FEES	\$ -
MAIN STREET BOND ACCOUNT	\$ 12,281.06
HOTEL/MOTEL TAX	\$ 17,984.74
LIBRARY BUILDING FUND	\$ -
RECREATION CENTER-CASH FUND	\$ 94,376.27
PPWA SINKING FUNDS	\$ 110,529.52
PPWA BOND PROCEEDS	\$ 3,735.63
E-911	\$ 34.04
LIBRARY SPECIAL	\$ 145.90
DONATIONS	\$ 436.00
EDTA	\$ 1,759.27

TOTAL	\$ 549,781.44
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- e. Approve a Hotel / Motel grant application and final expense report from Pryor Area Chamber of Commerce for the Okie Homestead Expo in the amount of \$3,500.00.
- f. Approve amending minutes previously adopted from the October 1st, 2024 regular meeting to correct item 5f pertaining to the sale of six acres to reflect the recommendation of the City Accountant to deposit the proceeds into Capital Outlay Sale of Surplus Account #44-000-4181.
- g. Approve an expenditure in the amount of \$7,678.35 to Dell for nine OptiPlex Micro Form Factor Desktops (7020), nine Dell 27" monitors and nine Dell Micro AIO stands to be paid from Library State Aid Account #92-925-5233.
- h. Approve an expenditure in the amount of \$65,005.60 to Eric & Sons Asphalt Services, LLC for PRY-24-06 Pryor Creek Golf Course Path Improvements Pay App #1 to be paid from Golf Capital Outlay Account #41-415-5411.
- i. Approve an expenditure in the amount of \$5,195.91 to Eric & Sons Asphalt Services, LLC for PRY-24-06 Pryor Creek Golf Course Path Improvements Change Order #2 to be paid from Golf Capital Outlay Account #41-415-5411.
- j. Approve an expenditure in the amount of \$22,390.00 to Infrastructure Solutions Group, LLC for Invoice PRY-24-06-01 Pryor Creek Golf Course Surface Improvements to be paid from Golf Capital Outlay Account #41-415-5411.
- k. Approve an expenditure in the amount of \$27,200.00 to Infrastructure Solutions Group, LLC for Invoice PRY-24-05-01 2024 Street Rehabilitation to be paid from Street Rehab Projects Account #14-145-5410.

Motion was made by Gonthier, second by Shropshire to approve the consent agenda less items g and i. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

2g. Approve an expenditure in the amount of \$7,678.35 to Dell for nine OptiPlex Micro Form Factor Desktops (7020), nine Dell 27" monitors and nine Dell Micro AIO stands to be paid from Library State Aid Account #92-925-5233.

Motion was made by Shropshire, second by Brown to take no action regarding an expenditure in the amount of \$7,678.35 to Dell for nine OptiPlex Micro Form Factor Desktops (7020), nine Dell 27" monitors and nine Dell Micro AIO stands to be paid from Library State Aid Account #92-925-5233. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

2i. Approve an expenditure in the amount of \$5,195.91 to Eric & Sons Asphalt Services, LLC for PRY-24-06 Pryor Creek Golf Course Path Improvements Change Order #2 to be paid from Golf Capital Outlay Account #41-415-5411.

Motion was made by Brown, second by Tramel to approve an expenditure in the amount of \$5,195.91 to Eric & Sons Asphalt Services, LLC for PRY-24-06 Pryor Creek Golf Course Path Improvements Change Order #2 to be paid from Golf Capital Outlay Account #41-415-5411. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

3. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

a. Discussion and possible action regarding a funds transfer from Police Department Jail Operations Account #02-215-5333 to Attorney Services Account #02-211-5011 in the amount of \$3,495.00.

Motion was made by Gonthier, second by Brown to approve a funds transfer from Police Department Jail Operations Account #02-215-5333 to Attorney Services Account #02-211-5011 in the amount of \$3,495.00. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

b. Discussion and possible action to create a Municipal Payroll Clerk position and begin seeking candidates.

Motion was made by Shropshire, second by Brashears to approve creating a Municipal Payroll Clerk position and begin seeking candidates. Motion amended by Shropshire, second by Brashears to create a Municipal Payroll Clerk position, seek candidates and additionally solicit proposals to outsource payroll duties with a third party, with both candidates and proposals to be

presented at the March 18th, 2025 Council meeting. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

c. Discussion and possible action regarding Mayor's appointment of Gary Buffington as Safety Director for the City of Pryor Creek in the amount of \$750.00 per year to be paid at a rate of \$187.50 per quarter, effective March 1st, 2025.

Motion was made by Gonthier, second by Shropshire to take no action regarding Mayor's appointment of Gary Buffington as Safety Director for the City of Pryor Creek in the amount of \$750.00 per year to be paid at a rate of \$187.50 per quarter, effective March 1st, 2025. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

d. Discussion and possible action to approve Mayor to appoint Hannah Morris as City Clerk effective March 1st, 2025.

Motion was made by Gonthier, second by Lamar to approve Mayor to appoint Hannah Morris as City Clerk effective March 1st, 2025. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

e. Discussion and possible action to accept the resignation of Sara Catron, Deputy Clerk as of February 20th, 2025.

Motion was made by Brashears, second by Gonthier to accept the resignation of Sara Catron, Deputy Clerk as of February 20th, 2025. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

f. Discussion and possible action to hire Ashley Bryant as Deputy Clerk at Range D, Step 1 at \$36,400.00 effective March 1st, 2025.

Motion was made by Shropshire, second by Gonthier to approve hiring Ashley Bryant as Deputy Clerk at Range D, Step 1 at \$36,400.00 effective March 1st, 2025. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

4. CITY ATTORNEY'S REPORT:

a. Possible Executive Session for the purpose of discussing employment benefits including but not limited to take home cars for all employees of the City of Pryor Creek. (25 O.S. (B) (2) & (4))

Motion was made by Brown, second by Brashears to enter Executive Session at 6:31 p.m. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

b. Consider resuming regular session. No action taken during Executive Session.

Motion was made by Brashears, second by Gonthier to resume regular session at 7:22 p.m. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

c. Possible action based on Executive Session for the purpose of discussing employment benefits including but not limited to take home cars for all employees of the City of Pryor Creek. (25 O.S. (B) (2) & (4))

Motion was made by Tramel, second by Brashears to remove take home vehicles for personnel across all departments with the exception of department heads, assistant department heads, police captain, detectives, MUB personnel and personnel living within the corporate city limits of Pryor Creek effective March 3rd, 2025 at 8:00 a.m. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Abstaining, counting as a no vote: Brown. Voting no: none.

d. Possible Executive Session regarding the Collective Bargaining Agreements between the City of Pryor Creek and the Fraternal Order of Police Lodge #116 and the International Association of Fire Fighters Local #3567. (25 O.S. 307 (B) (2))

Motion was made by Brashears, second by Brown to enter Executive Session at 7:28 p.m. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

e. Consider resuming regular session. No action taken during Executive Session.

Motion was made by Brown, second by Brashears to resume regular session at 8:25 p.m. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

f. Possible action based on Executive Session regarding the Collective Bargaining Agreements between the City of Pryor Creek and the Fraternal Order of Police Lodge #116 and the International Association of Fire Fighters Local #3567. (25 O.S. 307 (B) (2))

Motion was made by Tramel, second by Brown to take no action based on Executive Session regarding the Collective Bargaining Agreements between the City of Pryor Creek and the Fraternal Order of Police Lodge #116 and the International Association of Fire Fighters Local #3567. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

g. Possible Executive Session regarding regarding confidential communications between a public body and its Attorney concerning a pending investigation, claim, or action of the public body, with the advice of its Attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest. (25 O.S. 307 (B) (4))

Motion was made by Brashears, second by Brown to enter Executive Session at 8:27 p.m. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

h. Consider resuming regular session. No action taken during Executive Session.

Motion was made by Brashears, second by Gonthier to resume regular session at 9:03 p.m. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

i. Possible action based on Executive Session regarding regarding confidential communications between a public body and its Attorney concerning a pending investigation, claim, or action if the public body, with the advice of its Attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest. (25 O.S. 307 (B) (4))

Motion was made by Brown, second by Brashears to take no action based on Executive Session regarding regarding confidential communications between a public body and its Attorney concerning a pending investigation, claim, or action if the public body, with the advice of its Attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

5. 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 Tuesday, March 11th.

b. Ordinance and Insurance

Gonthier reported that the next meeting is to be decided.

c. Street and Maintenance

Lamar reported that the next meeting will be Tuesday, March 25th.

6. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 9:04 p.m.

2. APPROVE MINUTES OF THE FEBRUARY 4TH, 2025 MEETING.

Motion was made by Gonthier, second by Brashears to approve the minutes of the February 4th, 2025 meeting. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

3. APPROVE CLAIMS FOR PURCHASE ORDERS FOR THE PRYOR PUBLIC WORKS AUTHORITY THROUGH FEBRUARY 18TH, 2025.

Motion was made by Brashears, second by Brown to approve claims for purchase orders for the Pryor Public Works Authority through February 18th, 2025. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

4. APPROVE PAYMENTS MADE FROM PRYOR PUBLIC WORKS AUTHORITY SINKING FUNDS IN FISCAL YEAR 2024-2025 PRIOR TO FEBRUARY 18TH, 2025.

Motion was made by Brown, second by Brashears to approve payments made from Pryor Public Works Authority Sinking Funds in Fiscal Year 2024-2025 prior to February 18th, 2025. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

5. ADJOURN.

Motion was made by Gonthier, second by Brashears to adjourn at 9:06 p.m. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

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

MINUTES WRITTEN BY ASSISTANT CITY CLERK HANNAH MORRIS

