MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MARCH 18TH, 2025 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 Kenneth Brashears. Roll Call was conducted by Deputy Clerk Darla Coats. 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: Jeremy Cantrell, Justin Couch, Kevin Tramel, Becki Sams-Benham, Cari Rerat and Lori Ballew.

Others present: Jeff Kolker, Catalina Kolker, Drew Stott, Gilbert Graybill, Autumn Graybill, Rick Elliott, Sula Robertson, Jack Hardy, Nena Roberts, Marshel Morrison, Sharon Varasse, Sue Mayhue, Carole Martin, Cindy Foreman and Angela Smith.

2. PETITIONS FROM THE AUDIENCE:

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

Nena Roberts, Marshel Morrison reported that the Mayes County Grace Foundation has been officially established and distributed business cards to the Council.

Rick Elliott petitioned the Council to allocate funds for the repair and restoration of the Graham Community building.

Sula Robertson reported that the Graham Community Building is in need of multiple repairs.

Jack Hardy petitioned the Council to use the proceeds for the repair of the Graham Community Building.

Houston Brittain reported that the "Pryor Palooza" event hosted by the Chamber of Commerce in partnership with WeStreet Bank and Pryor Main Street was a success. He stated that downtown businesses saw over $162,000.00 of revenue while distributing tickets.

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 March 4th, 2025 Council meeting.
b. Approve payroll purchase orders through March 28th, 2025.
c. Approve claims for purchase orders through March 18th, 2025.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2420242103 - 2420242102	$158,075.37
STREET & DRAINAGE	2420242102 - 2420242021	$9,709.99
GOLF COURSE	2420242007 - 2420242019	$10,791.63
CAPITAL OUTLAY	2420242089 - 911512B	$40,740.85
REAL PROPERTY ACQUISITION RES.	2420242075 - 2420242094	$636.00
RECREATION CENTER	2420242002 - 2420242062	$11,789.12
P.P.W.A. SINKING FUND	911534B	$11,000.62
LIBRARY SPECIAL CASH ACCOUNT	2420241991	$7,330.77
DONATIONS AND EARMARKED MONIES	2420242104 - 911517B	$39,675.69
	TOTAL	$289,750.04
	NO NEW BLANKETS	

d. Acknowledge the resignation of Shryle Glancy from Planning and Zoning Commission Seat 3.
e. Approve the Mayor's appointment of Regan Eardman to Planning and Zoning Commission Seat 3, term ending 9/30/26.

f. Acknowledge the resignation of Trey Larremore from Planning and Zoning Commission Seat 5.
g. Approve an expenditure in the amount of $1,165.00 to OMAG for Property Insurance Policy #PRO140003308 from General Insurance – Property Account #02-201-5045.
h. Approve an expenditure in the amount of $2,969.00 to OMAG for General Liability/Auto Policy #GLA140001708 from General Insurance – Fleet Account #02-201-5043.
i. Approve the Pryor Creek Golf Course to increase all membership fees by approximately ten percent.
j. Acknowledge the retirement of Brandon Hawkins as a reserve officer for the Pryor Creek Police Department after 20 over years of service, effective March 18th, 2025.
k. Approve Brandon Hawkins to retire with his sidearm, bullet proof vest and badge after serving as a reserve officer for over 20 years.
l. Acknowledge the retirement of Kevin Philbin as a reserve officer for the Pryor Creek Police Department after 20 over years of service, effective March 18th, 2025.
m. Approve Kevin Philbin to retire with his sidearm, bullet proof vest and badge after serving as a reserve officer for over 20 years.
n. Approve the Pryor Creek Police Department to seek bids for lawn care for the upcoming season at the Animal Shelter, old Police Department and Shooting Range.

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

3a. Approve minutes of the March 4th, 2025 Council meeting.

Motion was made by Tramel, second by Brashears to approve minutes of the March 4th, 2025 Council meeting. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Smith and Lamar. Abstaining, counting as a no vote: Gonthier. Voting no: none.

3j. Acknowledge the retirement of Brandon Hawkins as a reserve officer for the Pryor Creek Police Department after over 20 years of service, effective March 18th, 2025.

Motion was made by Shropshire, second by Brashears to acknowledge the retirement of Brandon Hawkins as a reserve officer for the Pryor Creek Police Department after over 20 years of service, effective March 18th, 2025. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

3l. Acknowledge the retirement of Kevin Philbin as a reserve officer for the Pryor Creek Police Department after over 20 years of service, effective March 18th, 2025.

Motion was made by Brashears, second by Gonthier to acknowledge the retirement of Kevin Philbin as a reserve officer for the Pryor Creek Police Department after over 20 years of service, effective March 18th, 2025. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

4. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

4a. Presentation from City Accountant Jeff Kolker concerning the financial status of the City, to include the status of a mid-year review.

Motion was made by Brown, second by Brashears to take no action regarding a presentation from City Accountant Jeff Kolker concerning the financial status of the City, to include the status of a mid-year review.

Kolker reported that while the city showed expenditures over revenues in January, this can be attributed to January having three payrolls instead of the usual two. He stated that if January only had the two payrolls, the statement would show approximately $100,000.00 in revenues over expenditures. He also stated that there will only be two payrolls per month for the last 5 months of the year, and if spending and revenues continue current trends the city could potentially break even for the year. Kolker concluded that while he cannot predict financial conditions for the remainder of the year, the city is in a much better position than this time last year.

Regarding the status of the mid-year review, Kolker stated that he has been unable to access adequate information to complete the review because he does not have access to Caselle. Council discussed and agreed that a Caselle license should be assigned to him as soon as possible, or a new license should be purchased if none are available.

Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

4b. Discussion and possible action regarding a presentation from the City Accountant concerning the financial status of the City, to include the status of a mid-year review.

Motion was made by Gonthier, second by Brashears to approve action regarding a presentation from City Accountant Jeff Kolker concerning the financial status of the City, to include the status of a mid-year review.

Kolker and Council discussed the current financial status of the city and possible strategies to avoid using unallocated reserves in the next fiscal year. Council requested that the issue be revisited at the May 6th, 2025 Council meeting.

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

4c. Discussion and possible action regarding transferring $280 from Police Department Jail Operations Account #02-215-5333 to Attorney Services Account #02-211-5011.

Motion was made by Gonthier, second by Brown to approve transferring $280 from Police Department Jail Operations Account #02-215-5333 to Attorney Services Account #02-211-5011. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

4d. Discussion and possible action to deposit the proceeds from the sale of the PYO in a new Capital Outlay Account to be determined.

Motion was made by Shropshire, second by Bradshaw to approve the deposit of the proceeds from the sale of the PYO in a new Capital Outlay Account to be determined. Motion was amended by Shropshire, second by Bradshaw to table the item until later in the meeting. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

4e. Discussion and possible action regarding the maintenance and repair of the Graham Community building and the use of city funds for the purposes to include but not be limited to the repair and upkeep of multiple city buildings.

Motion was made by Tramel, second by Brashears to approve the maintenance and repair of the Graham Community building and the use of city funds for the purposes to include but not be limited to the repair and upkeep of multiple city buildings. Motion was amended by Tramel, second by Brashears to take no action and send the item to the Economic Development Trust Authority for discussion and recommendation. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

Mayor moved back to item 4d.

d. Discussion and possible action to deposit the proceeds from the sale of the PYO in a new Capital Outlay Account to be determined.

Motion was made by Brown, second by Gonthier to approve of deposit of the proceeds from the sale of the PYO into Capital Outlay Account #44-000-4181 in a subaccount designated for "PYO Sale". Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

4f. Discussion and possible action to consider the selection of, and to direct members of the City Council to gather information from the State Auditor's Office, or private entities, for the purpose of conducting and completing an Audit of the City's finances. Discussions should give conclusion as to the scope of the audit, direction to obtain costs associated with

conducting an audit, and timelines for an audit to begin and complete, then to return to Council with recommendations.

Motion was made by Brown, second by Brashears to approve the selection of, and to direct members of the City Council to gather information from the State Auditor's Office, or private entities, for the purpose of conducting and completing an Audit of the City's finances. Discussions should give conclusion as to the scope of the audit, direction to obtain costs associated with conducting an audit, and timelines for an audit to begin and complete, then to return to Council with recommendations. Motion was amended by Brown, second by Brashears to accept the recommendation of the Mayor to select Charles Tramel and Tyler Brown for the above described duties. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

4g. Presentation of proposals to manage city payroll processes.

Motion was made by Shropshire, second by Brown to accept the presentation of proposals to manage city payroll processes.

Mayor presented proposals received to manage city payroll processes: ADP in the amount of $74,873.69, Ameriinfo Vets in the amount of $80,000.00 and Paylocity in the amount of $61,171.13.

Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

4h. Discussion and possible action to accept a proposal to manage city payroll processes.

Motion was made by Gonthier, second by Bradshaw to approve a proposal from Paylocity in the amount of $61,171.13. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

Recess from 8:05 p.m. - 8:11 p.m.

5. CITY ATTORNEY'S REPORT:

Mayor moved to item 5d.

5d. Possible Executive Session concerning the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of: Kenneth Bennett (25 O.S. 307 (B) (1))

Motion was made by Brashears, second by Gonthier to enter Executive Session at 8:12 p.m. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

5e. Consider resuming regular session. No action taken during Executive Session.

Motion was made by Gonthier, second by Brashears to exit Executive Session at 8:40 p.m.

Council Member Brown recused himself from the vote. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Tramel. Voting no: none.

5f. Possible action based on Executive Session concerning the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of: Kenneth Bennett (25 O.S. 307 (B) (1))

Motion was made by Gonthier, second by Brashears to support Chief Cantrell's Directive regarding Kenneth Bennett.

Council Member Brown recused himself from the vote. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Tramel and Gonthier. Voting no: none.

Mayor moved back to Item a.

5a. 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 Gonthier to enter Executive Session at 8:42 p.m. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

5b. Consider resuming regular session. No action taken during Executive Session.
Motion was made by Brashears, second by Shropshire to exit Executive Session. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

5c. 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 Brown, second by Brashears 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: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

5g. Discussion and possible action to Rescind the vote cast on February 25th, 2025 approving the minutes of the February 19th, 2025 special Council meeting.
Motion was made by Gonthier, second by Brashears to rescind the vote cast on February 25th, 2025 approving the minutes of the February 19th, 2025 special Council meeting. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

5h. Discussion and possible action to approve the meeting minutes of February 19th, 2025 special Council meeting.
Motion was made by Brown, second by Gonthier to approve the meeting minutes of February 19th, 2025 special Council meeting. Voting yes: Brown, Tramel, Smith, Lamar, Shropshire, Bradshaw and Brashears. Abstaining, counting as a no vote: Gonthier. Voting no: none.

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 Tuesday, April 8th.

b. Ordinance and Insurance
Gonthier reported that the next meeting will be Tuesday, April 29th.

c. Street and Maintenance
Lamar reported that the next meeting will be Tuesday, March 25th.

7. UNFORESEEABLE BUSINESS.

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

Mayor reported that Glover and Associates was meant to start work on the Old Highway 20 overlay project, but work has not begun and they have not been able to make contact with the contractor. He stated that the City Engineer has drafted a 10 day letter but they will continue attempts to contact them before sending the letter.

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

PRYOR PUBLIC WORKS AUTHORITY
1. CALL TO ORDER.
Meeting was called to order at 9:02 p.m.

2. APPROVE MINUTES OF THE MARCH 4TH, 2025 MEETING.
Motion was made by Brashears, second by Gonthier to approve the minutes of the March 4th, 2025 meeting. Voting yes: Tramel, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Abstaining, counting as a no vote: Gonthier. Voting no: none.

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

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

4. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

5. ADJOURN.

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

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

MINUTES WRITTEN BY DEPUTY CLERK DARLA COATS

Darla J Craft Coats

CITY OF CLERKS SEAL PRYOR CREEK, OKLAHOMA