

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MAY 6TH, 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 Zac Doyle called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Chris Gonthier. Roll Call was conducted by 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, Kevin Tramel, Becki Sams-Benham, BK Young, Frank Powell, Dennis Bowman, Johnny Janzen, Mike Moore and Lori Ballew.

Others present: Chad Morris, Terry Aylward, Bridgette Nichols, John Couch, Jimmy Lemmons, Drew Stott, Marianna Capicchioni-Thoumire, Gilbert Graybill, Autumn Graybill, Nena Roberts, Angela Smith and Andru Martin.

2. ADMINISTER OATHS OF OFFICE TO RECENTLY ELECTED CITY OFFICIALS:

Mayor Doyle administered Oaths of Office to City Clerk Hannah Morris, City Treasurer Lori Ballew, Police Chief Jeremy Cantrell, Councilor Terry Lamar (Ward 1), Councilor Lori Bradshaw (Ward 2), Councilor Charles Tramel (Ward 3) and Councilor Bruce Smith (Ward 4).

3. PETITIONS FROM THE AUDIENCE.

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

There were no petitions from the audience.

4. DEPARTMENT HEAD REPORTS.

4a. Building Inspector

Mayor Doyle reported on behalf of Kenny Young that they have completed 75 paid inspections and 21 other inspections in April. He also stated that Sheryl Laue has assisted with 45 permits, and Young attended Planning and Zoning Commission and Board of Adjustments meetings, in addition to handling contractor questions and code inquiries.

Mayor moved to item 4i.

4i. Street

Mayor Doyle reported on behalf of Buddy Glenn that they have been dipping and mowing drainage ditches around the city as well as trimming trees. He also stated that there was a sinkhole discovered on Northeast 2nd and Indianola; it has been repaired.

Mayor moved to item 4e.

4e. Library

Mayor Doyle reported on behalf of Cari Rerat that they have created 72 new library accounts, checked out 2,434 physical items and 2,592 digital items, answered 10,163 questions and had 344 study room uses in April. He stated that they will be pausing story time in May to allow the staff to prepare for the Summer Reading Program. He also stated that they have received 31 applications for the available part-time positions and have begun the interview process.

Mayor moved back to item 4b.

4b. Emergency Management

Janzen reported that they have prepared the 2025 Emergency Operations Plan for approval and it will be on the agenda at a later date. He stated that there were some major updates to the public

health section that will impact the State and County Health Department. Janzen also stated that they are planning to implement the new communications system HyperReach by July 1st, 2025.

Janzen also reported that they have made repairs to the siren near Walmart and now they are all in working order. He stated that the grant they were applying for to purchase more sirens has been defunded and will not be awarded.

4c. Fire

Young reported that they have been receiving field trips and attending school events as the school year ends. He stated that he plans to meet with the Mayor soon regarding changes to the Fire Subscription process suggested by the Ordinance & Insurance Committee.

4d. Golf

Bowman reported that the Golf Course has remained busy despite the bad weather, and the new cart paths have been helpful. He stated that there have been several tournaments and fundraisers held in April as well as planned for May. Bowman also stated that the bridges are complete, and as soon as the ground dries they will be installed. He also reported that they are currently working to plan their capital improvements for the next year and are preparing to replace their golf carts soon.

4f. Parks / Cemetery

Powell reported that the rain has kept them busy cleaning the trails, addressing drainage issues, mowing and preparing for Memorial Day. He stated that they are looking to begin a cemetery expansion plan in the next couple of years, and they are working with the Street Department to repair the eroding rock wall. He also announced that he recently celebrated his 22nd work anniversary at the City of Pryor Creek.

4g. Police / Animal Shelter

Cantrell reported that traffic has increased around the city and all traffic signals are working properly. He also reported that they were able to apprehend a thief using the FLOCK cameras.

Sams-Benham reported that animal calls have increased recently, with 53 incoming animals and 42 outgoing.

4h. Recreation Center

Moore reported that they repaired the mirrors and are now working to repair a gas leak. He stated that they are up 300 members since this time last year. He also stated that they have hosted several pool parties, an easter egg hunt, the Inola Boat Races and a lifeguard certification training. Moore also reported that summer hours will begin May 28th, 2025 and they are continuing efforts to improve marketing and certify their instructors.

4j. City Clerk

Morris reported that Paylocity has now been implemented and now focus will shift to training the new clerk to take over running payroll. She also recognized the current deputy clerks for their hard work. Morris stated that there are no new tort claims.

4k. Mayor

Mayor Doyle reported that he has been pursuing grants and donations for improvements to the tennis and pickleball courts and is optimistic the project will move forward. He stated that he worked with Pryor Main Street, EDTA, and the Pryor Area Chamber of Commerce to have Pryor listed as a Film Friendly City in the state registry, which will be promoted by the Department of Commerce. He reported that the Old Highway 20 project is making progress and that the Street Department has been working to improve drainage on Elliott Street. He also stated that plans are underway for both the Bluegrass and BBQ Festival and Freedomfest. He reported that the gun range project is progressing well, "No Trespassing" signs have been posted to discourage the public from entering the site while heavy equipment is in use. He noted that the temporary lawnmower recently hired has resigned and they are currently seeking a replacement. He reported that Bill Dinsmore with Pryor Waste & Recycling has provided dumpsters throughout the west side of town to support property cleanup and help residents avoid code citations.

Mayor Doyle stated that Lamar and Pryor Main Street worked together to launch the Timeframe app, a self-guided virtual walking tour of Pryor, and encouraged the public to check it out. He reported that rights-of-way are being identified in preparation for mowing bid requests. He stated that he and the City Clerk met with Compsource to review workers' compensation claims and discuss potential changes to safety policies to reduce future claims. He also reported attending Main Street Day at the Capitol to promote Pryor alongside Pryor Main Street. He concluded that

budget planning for the new fiscal year will begin next week with involvement from every department, with the goal of adopting the budget by mid-August.

5. 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 April 15th, 2025 Council meeting.
- b. Approve payroll purchase orders through May 9th, 2025.
- c. Approve claims for purchase orders through May 6th, 2025.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2420242468 - 911481B	\$81,268.23
STREET & DRAINAGE	2420242453 - 2420242153	\$5,113.45
CEMETERY CARE FUND	2420242412	\$84.36
GOLF COURSE	2420242367 - 2420242489	\$20,444.84
CAPITAL OUTLAY	911478B - 2420242473	\$19,458.23
REAL PROPERTY ACQUISITION RES.	2420242457	\$1,225.00
RECREATION CENTER	2420242402 - 2420242416	\$37,326.08
E-911	2420242362	\$428.58
LIBRARY SPECIAL CASH ACCOUNT	2420242418	\$500.00
DONATIONS & EARMARKED MONIES	2420241989 - 2420241989	\$30,695.48
EDTA	2420242445	\$5,000.00
TOTAL		\$201,544.25
BLANKETS		
911546B	PRYOR CHEVROLET BUICK GMC	\$7,500.00
TOTAL		\$7,500.00

- d. Approve amending the Pryor Creek Personnel Policy and Procedure Manual, paragraph 21-2 to include "All motorized or large equipment shall be clearly marked as property of the City."
- e. Approve an expenditure in the amount of \$4,102.50 to Lisa Malone for consulting services for the month of April 2025, to be paid from Clerk Salaries Account #02-209-5011.
- f. Approve going out for sealed bids to mow rights-of-way.
- g. Approve the 2025 Emergency Operations Plan.
- h. Accept the resignation of Della Neumann Rhodes as Police Dispatcher, effective May 2nd, 2025.
- i. Accept the resignation of Robert Price as Police Animal Control Officer, effective May 11th, 2025.
- j. Accept the resignation of Levi Hudson as Police Officer, effective May 16th, 2025.
- k. Approve an expenditure in the amount of \$14,381.25 to Motorola Solutions for Video Manager EL Licensing for Body Worn and In-Car Camera Systems to be paid from Police Equipment Capital Outlay Account #44-445-5424. (*Scrivener's Error: Agenda read "Body Work"*)
- l. Approve an expenditure in the amount of \$5,263.01 to ALS/PACEM Defense for Less Lethal Munitions to be paid from Police Firearms Training Account 02-215-5111, \$5,000.00 of which to be paid from blanket purchase order #911515B.
- m. Approve an expenditure in the amount of \$2,716.00 to FirePrograms for Annual Access, Support and Update Service to be paid from Fire Supplies - Office Account #02-217-5031.

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

5g. Approve the 2025 Emergency Operations Plan.

Motion was made by Shropshire, second by Lamar to table the 2025 Emergency Operations Plan until the next Council meeting to allow Council members to review the changes. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

5k. Approve an expenditure in the amount of \$14,381.25 to Motorola Solutions for Video Manager EL Licensing for Body Worn and In-Car Camera Systems to be paid from Police Equipment Capital Outlay Account #44-445-5424.
(Scrivener's Error: Agenda read "Body Work")

Motion was made by Shropshire, second by Brashears to approve an expenditure in the amount of \$14,381.25 to Motorola Solutions for Video Manager EL Licensing for Body Work and In-Car Camera Systems to be paid from Police Equipment Capital Outlay Account #44-445-5424. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire. Voting no: none.

6. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

6a. Discussion and possible action to allow the cemetery department to hire two temporary employees for summer help to assist in upkeep and weedeating of the grounds.

Motion was made by Tramel, second by Gonthier to approve the cemetery department to hire two temporary employees for summer help to assist in upkeep and weedeating of the grounds. Motion was amended by Tramel, second by Gonthier to approve the cemetery department to hire two temporary employees for summer help to assist in upkeep and weedeating of the grounds, wages not to exceed \$15.00 per hour including the agency fees to be paid to Express. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: Brashears.

6b. Discussion and possible action to hire Marianna Capicchioni-Thoumire as Police Dispatcher, Range R, Step 2 at \$40,316.00 with a start date of May 27th, 2025 to fill the vacancy created by the resignation of Della Neumann Rhodes.

Motion was made by Shropshire, second by Bradshaw to approve hiring Marianna Capicchioni-Thoumire as Police Dispatcher, Range R, Step 2 at \$40,316.00 with a start date of May 27th, 2025 to fill the vacancy created by the resignation of Della Neumann Rhodes. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

6c. Discussion and possible action to hire Jimmy Lemmons as Police Officer, Range J, Step 1 at \$39,357.00 with a start date of May 27th, 2025 to fill the vacancy created by the resignation of Levi Hudson.

Motion was made by Brashears, second by Shropshire to approve hiring Jimmy Lemmons as Police Officer, Range J, Step 1 at \$39,357.00 with a start date of May 27th, 2025 to fill the vacancy created by the resignation of Levi Hudson. Voting yes: Tramel, Shropshire, Bradshaw, Brashears and Brown. Voting no: Gonthier, Smith and Lamar.

6d. Discussion and possible action regarding the request for Councilors Tramel and Brown to research information concerning an audit of the city.

Motion was made by Tramel, second by Brashears to take no action regarding the request for Councilors Tramel and Brown to research information concerning an audit of the city.

Tramel and Brown reported that they have made contact with the state auditor and requested that the correspondence be attached to the minutes. They reported that they have discovered that the city is behind on filing current annual audits that were previously thought to be filed. They then discussed their options for pursuing an audit through the state auditor's office or a private firm. Tramel stated that he will draft a scope of work document and begin soliciting bids to bring at least three bids to the Council.

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

7. CITY ATTORNEY'S REPORT:

Recess from 7:58 p.m. - 8:10 p.m. Mayor moved to item 7g.

7g. PUBLIC HEARING

1. Enter Public Hearing

Zoning Change for: Israel and Gisella Antuna

Lots Numbered Nine (9) and Ten (10), in Block Numbered Four (4) of the MAYOR ROACH ADDITION to the Incorporated Town of PRYOR CREEK, Mayes County, State of Oklahoma, according to the recorded plat thereof, as recorded in Book 1546 at Page 200. (Also known as 28 Pine)

The applicant is requesting the zone to be changed from Residential Duplex (RD) to Residential Multi-Family (RM) for the ability to build a tri-plex on the property.

Motion was made by Brashears, second by Shropshire to enter Public Hearing. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none. Gilbert Graybill spoke to discuss the impact the zoning change will have on traffic. John Couch from Green Country Surveying spoke in favor of approval, stating that his clients support progress in the area.

2. Exit Public Hearing

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

7h. Discussion and possible action regarding the Zoning Change for Israel and Gisella

Antuna: (Legal as read above).

Motion was made by Gonthier, second by Brashears to approve the Zoning Change for Israel and Gisella Antuna (Legal as read above). Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

7i. PUBLIC HEARING

1. Enter Public Hearing

Final Plat for 3882 W 530 Rd "The District"

A tract of land situated in the Southwest Quarter (SW4) Section 31, Township 21 North, Range 19 East of the Indian Base and Meridian, Mayes County, Oklahoma, being more particularly described as follows, to-wit: Commencing at the Southwest Corner of said SW/4, THENCE N88°2'26"E for a distance of 180.80 feet along the South Line of said SW/4 to the POINT OF BEGINNING; THENCE N1°35'54"W for a distance of 275.38 feet; THENCE S88°28'26"W for a distance of 40.80 feet; THENCE N1°35'54"W for a distance of 24.62 feet; THENCE N88°28'24"W for a distance of 140.00 feet to a point on the West Line of said SW/4; THENCE N1°35'34"W for a distance of 58.49 feet along said West line to a point on the Southerly Right-of-Way of the City of Tulsa's Water line; THENCE N68°59'13"E for a distance of 782.49 feet along said Southerly Right-of-Way; THENCE Northeasterly along a curve to the left having a radius of 5804.60 feet for a distance of 592.49 feet, being subtended by a chord of N66°02'43"E for a distance of 592.23 feet along said Southerly Right-of-Way; THENCE S1°34'21"E for a distance of 604.88 feet; THENCE N88°25'43"E for a distance of 877.10 feet; THENCE S1°34'17"E for a distance of 240.50 feet to a point on the South Line of said SW/4; THENCE S88°25'43"W for a distance of 999.72 feet along said South Line; THENCE S88°28'26"W for a distance of 981.91 feet along said South Line to the POINT OF BEGINNING, Together with and subject to covenants, easements, and restrictions of record. Contains 21.0434 acres, more or less.

(known as 3882 W 530 Rd - The District)

The applicant is requesting the Final Plat to be approved. The District was not platted at the time of annexation.

Motion was made by Shropshire, second by Gonthier to enter Public Hearing and waive the reading of the legal description. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

John Couch from Green Country Surveying spoke in favor of approval, stating that the area has been previously annexed and now needs final plat approval to be filed with the county.

2. Exit Public Hearing

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

7j. Discussion and possible action regarding the Final Plat for "The District": (Legal as read above).

Motion was made by Gonthier, second by Brashears to approve the Final Plat for "The District": (Legal as read above). Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

7k. Discussion and possible action regarding an Ordinance amending Ordinance 7-4-4: Camping.

Motion was made by Brashears, second by Brown to take no action regarding an Ordinance amending Ordinance 7-4-4: Camping until the next meeting. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

Mayor moved back to item 7a.

7a. Possible Executive Session pursuant to 25 O.S. 307(B)(2)(4) of the Oklahoma Open Meetings Act for the purpose of confidential communications with the attorney regarding Local 3567 of the International Association of Fire Fighters, AFL-CIO/CLC, Collective Bargaining Agreement negotiations. (Scrivener's error: Agenda read "25 O.S. 307(B)(2) & (10)")

Motion was made by Brashears, second by Gonthier to enter Executive Session at 8:42 p.m. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

7b. Consider resuming regular session. No action taken during Executive Session.

Motion was made by Gonthier, second by Brashears to exit Executive Session at 9:24 p.m. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

7c. Possible action based on Executive Session pursuant to 25 O.S. 307(B)(2)(4) of the Oklahoma Open Meeting Act for the purpose of confidential communications with the attorney regarding Local 3567 of the International Association of Fire Fighters, AFL-CIO/CLC, Collective Bargaining Agreement negotiations. (Scrivener's error: Agenda read "25 O.S. 307(B)(2) & (10)")

Motion was made by Brashears, second by Gonthier to take no action based on Executive Session pursuant to 25 O.S. 307(B)(2)(4) of the Oklahoma Open Meeting Act for the purpose of confidential communications with the attorney regarding Local 3567 of the International Association of Fire Fighters, AFL-CIO/CLC, Collective Bargaining Agreement negotiations. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

7d. Possible Executive Session pursuant to 25 O.S. 307(B)(2)(4) of the Oklahoma Open Meeting Act for the purpose of confidential communication with attorney regarding the 2025-2026 SRO Contract between the City of Pryor Creek and Pryor Public Schools. (Scrivener's error: Agenda read "25 O.S. 307(B)(2) & (10)")

Motion was made by Gonthier, second by Brashears to enter Executive Session at 9:25 p.m. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

7e. Consider resuming regular session. No action taken during Executive Session.

Motion was made by Brashears, second by Gonthier to exit Executive Session at 10:08 p.m. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

7f. Possible action based on Executive Session pursuant to 25 O.S. 307(B)(2)(4) of the Oklahoma Open Meeting Act for the purpose of confidential communication with attorney regarding the 2025-2026 SRO Contract between the City of Pryor Creek and Pryor Public Schools. (Scrivener's error: Agenda read "25 O.S. 307(B)(2) & (10)")

Motion was made by Brashears, second by Gonthier to take no action based on Executive Session pursuant to 25 O.S. 307(B)(2)(4) of the Oklahoma Open Meeting Act for the purpose of confidential communication with attorney regarding the 2025-2026 SRO Contract between the City of Pryor Creek and Pryor Public Schools.. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

8. 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, May 13th.

b. Ordinance and Insurance

Gonthier reported that the next meeting will be Tuesday, July 29th.

c. Street and Maintenance

Lamar reported that the next meeting will be Tuesday, May 27th.

9. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

10. ADJOURN.

Motion was made by Gonthier, second by Brashears 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 10:10 p.m.

2. APPROVE MINUTES OF THE APRIL 15TH, 2025 MEETING.

Motion was made by Gonthier, second by Brashears to approve the minutes of the April 15th, 2025 meeting. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

3. APPROVE CLAIMS FOR PURCHASE ORDERS FOR THE PRYOR PUBLIC WORKS AUTHORITY THROUGH MAY 6TH, 2025.

Motion was made by Gonthier, second by Brashears to approve claims for purchase orders for the Pryor Public Works Authority through May 6th, 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.

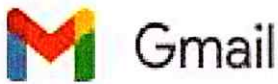
5. ADJOURN.

Motion was made by Brashears, second by Gonthier to adjourn at 10:11 p.m. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

MINUTES APPROVED BY MAYOR / PPWA CHAIRMAN ZAC DOYLE

MINUTES WRITTEN BY CITY CLERK HANNAH MORRIS





Jae Standingwater <standingwaterj@pryorcreek.org>

Re: Request for Audit Support

1 message

Hannah Morris <morrish@pryorcreek.org>
To: Charles Tramel <tramelc@pryorcreek.org>
Cc: Jae Standingwater <standingwaterj@pryorcreek.org>

Thu, May 8, 2025 at 11:12 AM

Charles,

Thank you for the documentation. We will make sure this a part of the official record of minutes for CC 2025 05 06.

Hannah Morris | CITY CLERK
City of Pryor Creek
PO Box 1167, Pryor, OK 74362
O: 918-825-0888 | F: 918-825-6577 | morrish@pryorcreek.org
www.pryorcreek.org | Facebook | YouTube



From: Charles Tramel <tramelc@pryorcreek.org>
Sent: Wednesday, May 7, 2025 6:11 AM
To: Hannah Morris <morrish@pryorcreek.org>
Subject: Fwd: Request for Audit Support

Good Morning Hannah,

As requested during last night's council meeting, here are the emails with the State Auditor's Office.

Thanks,
Charles

----- Forwarded message -----

From: Mick Dodson <mdodson@sai.ok.gov>
Date: Tue, Apr 22, 2025 at 1:50 PM
Subject: RE: Request for Audit Support
To: Charles Tramel <tramelc@pryorcreek.org>, Tyler Brown <brownt@pryorcreek.org>

You're welcome. Ok, thanks for that information – I will check with the people in my office who post those to my office's website. It's difficult to predict the cost of special audits of towns, but they often range from \$50,000 to \$75,000 or possibly more, depending on the issues and the timeframe. Once an audit begins, fieldwork sometimes takes approximately six months but often longer, depending on the issues and the timeframe, and the review of the draft report often takes another six months or more, unfortunately.

From: Tyler Brown brownt@pryorcreek.org
Sent: Tuesday, April 22, 2025 1:31 PM
To: Charles Tramel tramelc@pryorcreek.org
Cc: Mick Dodson mdodson@sai.ok.gov
Subject: Re: Request for Audit Support

Is it possible to get a fee schedule if the City were to proceed with using the State, or an approximate cost for a city our size and with our annual budget? (Or any other mechanisms that would allow us to talk intelligently about cost)

Also, once an audit begins is there a best guess for how long it would take to complete and receive the findings report?

Regards,

Tyler Brown

From: Charles Tramel tramelc@pryorcreek.org
Sent: Tuesday, April 22, 2025 1:24 PM
To: Mick Dodson mdodson@sai.ok.gov
Cc: Tyler Brown brownt@pryorcreek.org
Subject: Re: Request for Audit Support

Mick,

Thank you for your reply and list of auditing firms that perform forensic-type audits. Pryor is current on its annual audits. Tyler and I will look into why the audit reports, and estimate of needs for the fiscal year, haven't been filed with your office. In addition, Tyler and I plan to update the city council at our first meeting in May. We will let you know the results of that update, along with what we learn regarding the filing of the annual audit reports and the estimate of needs.

Thanks again,

Charles

From: Mick Dodson
Sent: Monday, April 21, 2025 3:55 PM
To: Charles Tramel <tramelc@pryorcreek.org>; Tyler Brown <brownt@pryorcreek.org>
Subject: RE: Request for Audit Support

Mr. Tramel and Mr. Brown,

Thank you for your e-mail.

My office's Forensic Audit Division sometimes performs special audits of towns. However, unfortunately, that division is not beginning new audits for at least 12 months. Yes, attached is a list of auditors and audit firms who/that perform forensic-type audits. However, before taking that step, the Town should ensure that it is current on its annual audits. It appears that no such audit has been submitted to my office since the FY22 audit. Do you know if that's correct? If so, the Town should catch up on its audits, which might suffice in lieu of a forensic-type audit.

Additionally, it looks like the Town has not submitted an estimate of needs (budget) for the current fiscal year. If that's correct, the Town should **submit** it.

Sincerely,

Mick Dodson

Attorney at Law, Senior Investigator

Office of State Auditor & Inspector

From: Charles Tramel <tramelc@pryorcreek.org>
Sent: Friday, April 18, 2025 6:27 PM
To: Mick Dodson <mdodson@sai.ok.gov>
Cc: Tyler Brown <brownt@pryorcreek.org>
Subject: Request for Audit Support

Hello Mick,

This is Charles Tramel and I am a member of the Pryor City Council. I reached out earlier this week to Cindy Byrd requesting contact information to discuss potential audit support from the State Auditor's Office. Ms. Byrd provided me with your email address.

Several members of the Pryor City Council have concerns about the accuracy of the city's financial reporting and the appropriateness of specific transactions over the last several years (possibly up to the past seven years). There are also concerns about the lack of internal controls over specific business processes and systems access. As a result, the city council asked myself and another councilman, Tyler Brown, to contact the State Auditor's office and get more information on whether your team could provide us with an audit to address our concerns, as well as the costs and timeframe for conducting the audit.

Could you please let me know when you would be available to meet with myself and Tyler to discuss the council's specific concerns, the scope of a potential audit and the associated costs, as well as the estimated timeframe the State Auditor's office would be able to perform the audit? We would also be interested in obtaining information on any firms that could perform the audit for us in the event the State Auditor's office isn't available to do so. If needed, we are more than willing to meet by Zoom or telephonically.

Thanks in advance for your assistance.

Charles Tramel
Pryor City Council
Ward 3