MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, SEPTEMBER 2ND, 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 pryorcreek.org. Notice was also emailed to *The Paper* and 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 Lori Bradshaw. Roll Call was conducted by City Clerk Hannah Morris. Council members present included Terry Lamar, Choya Shropshire, Lori Bradshaw, Kenneth Brashears and Bruce Smith. Members absent: Tyler Brown, Charles Tramel and Chris Gonthier.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell, Becki Sams-Benham, BK Young, Buddy Glenn, Dennis Bowman, Cari Rerat, Mike Moore, Lori Ballew and Tim Mills.

Others present: Autumn Graybill, Gilbert Graybill, Nena Roberts and Terry Aylward.

2. PETITIONS FROM THE AUDIENCE:

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

There were no petitions from the audience.

3. DEPARTMENT HEAD REPORTS.

3a. Building Inspector

Mayor Doyle reported on behalf of Kenny Young that they have completed 61 building inspections and 26 joint inspections with the Municipal Utility Board.

3b. Emergency Management

No report.

3c. Fire

BK Young reported that they made it through Rocklahoma without a major incident. He stated that they are continuing to prepare for the other upcoming festivals.

3d. Golf

Dennis Bowman reported that the beautiful weather in August has contributed to a great month for the Golf Course. He stated that they have recently hosted the Winnelson and LifeSmart tournaments. He also reported that they have several tournaments scheduled for September, including company tournaments for Gold Bond and RAE Corporation, fundraiser tournaments for Williams United Way and RAE Family Foundation and the Danny Henson VFW Memorial tournament.

Bowman also stated that the cart path overlays are wrapping up with edging and sod, and all new bridges are installed with temporary gravel approaches while they wait to be paved in the fall. He stated that their wayfinding signs will be installed soon.

3e. Library

Cari Rerat reported that their new A/V system has been installed and the electrical work has been completed. She also stated that they will be hosting storytimes on Wednesdays at 11:30 a.m. and 1:30 p.m. and a beginner computing class on September 18th at 6:00 p.m.

3f. Parks / Cemetery

Mayor Doyle reported on behalf of Frank Powell that the Parks Department has been working on mowing and completing shelters at the skate park. He also stated that they have removed two hazardous trees with additional tree and landscape work ongoing.

3g. Police / Animal Shelter

Jeremy Cantrell reported that they have had a busy weekend with the first football game and Rocklahoma, but avoided major incidents. He stated that they are working with school officials to improve crosswalk safety at multiple schools following a minor accident involving a student.

He also reported that they will be creating a traffic-control plan for the Lincoln construction area after the pre-construction meeting in 1-2 weeks.

Becki Sams-Benham reported that the animal shelter is experiencing a staff shortage due to training requirements and a recent bite injury to a staff member. She stated that they saw many adoptions during the Clear the Shelters event, including 12 dogs and 48 cats. She also reported the intake of 11 dogs and 15 cats in August.

3h. Recreation Center

Mike Moore reported that they are transitioning to fall class schedules and have recently replaced the pool heater pump. He reported that they had 175 new members in August, for a total membership of over 2,000, with 563 members through the Cherokee Nation program. He also stated that they have several groups that they host on an ongoing basis, including two swim teams, an after-school program and high school basketball.

3i. Street

Buddy Glenn reported that they have completed curb work on Southeast 15th Street, finished a repair on Ridgeview Court and are working to install "No Parking" signs on Northeast 4th Street near the school. He also stated that they have finished repainting the downtown crosswalks. He stated that interviews are ongoing for the vacant position. He reported that their upcoming projects include constructing a secured gate on Dog Pound Road, mowing and trimming in alleys, Pothole Fridays and deployment of the street sweeper after the completion of operator training.

3j. City Clerk

Hannah Morris reported that she has completed the Caselle training sessions, helping to reconcile the General Fund and correct journal templates with additional cleanup in progress. She stated that Megan Booth, Payroll Clerk, has resigned; Lisa Malone will be working in the office as a contractor 3 days a week to ensure accuracy in payroll. She also stated that record requests have increased significantly and she is updating the workflow for better tracking of requests. Morris also reported that they will soon be implementing the Accounts Receivable module in Caselle to improve revenue tracking.

Mayor moved to item 5c.

5c. Discussion and possible action regarding City Council representation for Ward 4, Seat 1.

Motion was made by Shropshire, second by Bradshaw to discuss City Council representation for Ward 4, Seat 1. Motion was amended by Lamar, second by Brashears to accept the resignation of Chris Gonthier effective September 2nd, 2025. Voting yes: Lamar, Shropshire, Bradshaw, Brashears and Smith. Voting no: none. *Motion passed.*

Mayor moved to the Consent Agenda.

4. 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 August 19th, 2025 Council meeting.
b. Approve payroll purchase orders through September 12th, 2025.
c. Approve claims for purchase orders through September 2nd, 2025.

FUNDS	PURCHASE ORDER NUMBER		TOTALS
GENERAL	2520250478 - 911562B		$131,875.53
STREET & DRAINAGE	911598B - 911592B		$428,579.47
CEMETERY CARE FUND	2520250437 - 2520250474		$697.15
GOLF COURSE	2520250446 - 2520250537		$24,347.37
CAPITAL OUTLAY	2420242256 - 2520250449		$14,542.15
REAL PROPERTY ACQUISITION RES.	2520250490 - 2520250488		$1,570.00
RECREATION CENTER	2520250473 - 2520250468		$26,835.07
P.P.W.A.	2520250484		$2,500.00
E-911	2520250448		$17.75
LIBRARY SPECIAL CASH	2520250527		$186.27
DONATIONS & EARMARKED MONIES	2520250449		$450.00
EDTA	2520250561 - 2520250565		$42,629.63
		TOTAL	$674,230.39
	BLANKETS		
911607B	MUNICIPAL INDUSTRIES		$10,000.00
911608B	LISA MALONE		$33,000.00
		TOTAL	$43,000.00

d. Accept the resignation of Megan Booth as Deputy Clerk/Payroll effective August 20th, 2025.
e. Accept the resignation of Pam Howard as Library Assistant effective August 25th, 2025.
f. Accept the Mayor's reappointment of Ben Barnett to Recreation Center Board Seat #5, term expiring August 31st, 2029.
g. Accept the Mayor's reappointment of Karen Cook to Recreation Center Board Seat #4, term expiring August 31st, 2029.
h. Accept the Mayor's reappointment of Rebecca Kemp to Recreation Center Board Seat #6, term expiring August 31st, 2029.
i. Approve the Oklahoma Department of Transportation's Disposal of Surplus Right-of-Way: SH-20; NRS-374-C; Part of City Parcels; Lot 3, Block 17A, Original Townsite of Pryor Creek; Mayes County, OK.
j. Approve an expenditure in the amount of $31,180.00 to OMAG for General Liability/Auto Policy #GLA1400017010 from General Insurance - Fleet Account #02-201-5043. This is the second-quarter payment.
k. Approve Mayor to sign an annual maintenance agreement for the emergency back-up generators with United Engines in the amount of $1,580.00 to be paid from General Repair and Maintenance Account #02-201-5091.
l. Accept a bid from Tibbets Trucking in the amount of $6,500.00 for the demolition of dilapidated structures at 411 SE 4th St. to be paid from Real Property Acquisitions Nuisance - Abatement Account #46-465-5450. Other bids received: Wade's Wrecker in the amount of $9,800.00, Grand River Excavating in the amount of $14,000.00, McWhirt Trucking in the amount of $16,000.00 and Knowledge Works Environmental in the amount of $26,571.00.
m. Approve an expenditure in the amount of $12,438.87 to Whitestar Machinery for a soil conditioner attachment to the skid steer to be paid from Street Capital Outlay Account #14-145-5411. This is a state contract price.
n. Discussion and possible action to accept a quote in the amount of $20,583.38 from Pryor Chevrolet Buick GMC for an engine for the 2008 Chevy Silverado 3500 to be paid from Street Capital Outlay Account #14-145-5411 in the best interest of the city. One other quote was received from Suburban Chevrolet in the amount of $19,859.96.
o. Approve allowing Life Fellowship Church to host a Halloween Candy Crawl on October 31st, 2025 at Whitaker Park and Centennial Park.
p. Accept a bid from Jayco in the amount of $62,485.00 for the HVAC replacement of RTU #10 to be paid from Recreation Center Capital Outlay - Equipment Account #84-845-5410 in the best interest of the city. Other bids received: Climate Experts in the amount of $49,975.00 and Versapro in the amount of $112,918.52.

Motion was made by Shropshire, second by Brashears to approve the consent agenda less items l and p. Voting yes: Shropshire, Bradshaw, Brashears, Smith and Lamar. Voting no: none. *Motion passed.*

4l. Accept a bid from Tibbets Trucking in the amount of $6,500.00 for the demolition of dilapidated structures at 411 SE 4th St. to be paid from Real Property Acquisitions Nuisance - Abatement Account #46-465-5450. Other bids received: Wade's Wrecker in the amount of $9,800.00, Grand River Excavating in the amount of $14,000.00, McWhirt Trucking in the amount of $16,000.00 and Knowledge Works Environmental in the amount of $26,571.00.

Motion was made by Brashears, second by Shropshire to accept a bid from Tibbets Trucking in the amount of $6,500.00 for the demolition of dilapidated structures at 411 SE 4th St. to be paid from Real Property Acquisitions Nuisance - Abatement Account #46-465-5450. Voting yes: Bradshaw, Brashears, Smith, Lamar and Shropshire. Voting no: none. *Motion passed.*

4p. Accept a bid from Jayco in the amount of $62,485.00 for the HVAC replacement of RTU #10 to be paid from Recreation Center Capital Outlay - Equipment Account #84-845-5410 in the best interest of the city. Other bids received: Climate Experts in the amount of $49,975.00 and Versapro in the amount of $112,918.52.

Motion was made by Brashears, second by Shropshire to take no action. Voting yes: Brashears, Smith, Lamar, Shropshire and Bradshaw. Voting no: none. *Motion passed.*

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

5a. Presentation from Enterprise regarding fleet services.

No presentation given.

5b. Discussion and possible action to approve the Mayor to seek sealed bids for playground equipment for Bobby Buck Park. Equipment will be budgeted not to exceed $30,000.00 from the 2025-26 Park Capital Outlay Account #44-445-5415.

Motion was made by Shropshire, second by Brashears to approve the Mayor to seek sealed bids for playground equipment for Bobby Buck Park. Equipment will be budgeted not to exceed $30,000.00 from the 2025-26 Park Capital Outlay Account #44-445-5415. Voting yes: Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none. *Motion passed.*

6. CITY ATTORNEY'S REPORT:

6a. Introduction, first reading and discussion of an Ordinance changing and amending zoning classification from Agriculture (AG) to Residential-70 (RS70) of property described as follows:

A tract of land situated in the Southwest Quarter (SW/4) of Section 9, Township 21 North, Range 19 East of the Indian Base and Meridian, Mayes County, State of Oklahoma, being more particularly described as follows, to-wit: Commencing at the Southwest Corner of Said SW/4, THENCE N88°35'20"E for a distance of 839.59 feet along said South Line to the POINT OF BEGINNING; Thence N1°31'40"W for a distance of 881.01 feet; THENCE N88°35'06"E for a distance of 1561.11 feet; THENCE S1°31'40"E for a distance of 881.11 feet to a point on the South Line of said SW/4; THENCE S88°35'20"W for a distance of 1561.11 feet along said South Line to the POINT OF BEGINNING. Contains 31.5754 acres, more or less. This is the East portion of this land.

Pursuant to Section 19 of the Charter of the City of Pryor Creek, this Ordinance shall not be passed on the date of introduction.

Motion was made by Shropshire, second by Bradshaw to waive the first reading of an Ordinance changing and amending zoning classification from Agriculture (AG) to Residential-70 (RS70) of property described above. Voting yes: Lamar, Shropshire, Bradshaw, Brashears and Smith. Voting no: none. *Motion passed.*

6b. Second reading, discussion and possible approval of an Ordinance declaring a certain 164.98-acre tract of land donated to the city by Tom Giles to be henceforth known as "Giles Park"; establishing its purposes; and providing for its preservation and dedication to outdoor learning and youth engagement. ***Note: A vote of a majority of all the members of the Council shall be required for the final passage of this ordinance pursuant to 11 O.S. § 102. If passed, this ordinance shall be published once in a newspaper of general circulation in the City of Pryor Creek and shall not take effect until thirty (30) days after such publication pursuant to Section 20 and 65 of the Charter of the City of Pryor Creek, Oklahoma.***

Motion was made by Shropshire, second by Lamar to waive the second reading and approve Ordinance #2025-7 declaring a certain 164.98-acre tract of land donated to the city by Tom Giles to be henceforth known as "Giles Park"; establishing its purposes; and providing for its preservation and dedication to outdoor learning and youth engagement.. Voting yes: Shropshire, Bradshaw, Brashears, Smith and Lamar. Voting no: none. *Motion passed.*

6c. Second reading, discussion and possible approval of an Ordinance amending 10-16-1(e) regarding the composition of the Planning Commission. ***Note: A vote of a majority of all the members of the Council shall be required for the final passage of this ordinance pursuant to 11 O.S. § 102. If passed, this ordinance shall be published once in a newspaper of general circulation in the City of Pryor Creek and shall not take effect until thirty (30) days after such publication pursuant to Section 20 and 65 of the Charter of the City of Pryor Creek, Oklahoma.***

Motion was made by Bradshaw, second by Shropshire to waive the second reading and approve Ordinance #2025-8 amending 10-16-1(e) regarding the composition of the Planning Commission. Voting yes: Bradshaw, Brashears, Smith, Lamar and Shropshire. Voting no: none. *Motion passed.*

6d. Possible Executive Session pursuant to the Oklahoma Open Meetings Act for the purpose of confidential communications with attorney regarding a possible claim from Glover & Associates, per (25 O.S. 307(B) (4)).

No action.

6e. Consider resuming regular session. No action taken during Executive Session.

No action.

6f. Possible discussion and action based on Executive Session pursuant to the Oklahoma Open Meetings Act for the purpose of confidential communications with attorney regarding a possible claim from Glover & Associates, per (25 O.S. 307(B) (4)).

No action.

7. 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.)

7a. Budget and Personnel

Shropshire reported that the next meeting will be Tuesday, September 9th.

7b. Ordinance and Insurance

Mayor Doyle reported that there will be a special meeting, with a date to be decided.

7c. Street and Maintenance

Lamar reported that the next meeting will be Tuesday, September 23rd.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:07 p.m.

2. APPROVE MINUTES OF THE AUGUST 19TH, 2025 MEETING.

Motion was made by Shropshire, second by Brashears to approve the minutes of the August 19th, 2025 meeting. Voting yes: Brashears, Smith, Lamar, Shropshire and Bradshaw. Voting no: none. *Motion passed.*

3. APPROVE CLAIMS FOR PURCHASE ORDERS FOR THE PRYOR PUBLIC WORKS AUTHORITY THROUGH SEPTEMBER 2ND, 2025.

Motion was made by Bradshaw, second by Shropshire to approve claims for purchase orders for the Pryor Public Works Authority through September 2nd, 2025. Voting yes: Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none. *Motion passed.*

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 Bradshaw to adjourn at 7:08 p.m. Voting yes: Lamar, Shropshire, Bradshaw, Brashears and Smith. Voting no: none. *Motion passed.*

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

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MINUTES WRITTEN BY CITY CLERK HANNAH MORRIS

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CITY OF
CLERKS
SEAL
PRYOR CREEK, OKLAHOMA