

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MAY 7TH, 2024 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 City Clerk Courtney Davis. 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, Buddy Glenn, Dennis Bowman, Johnny Janzen and Mike Moore.

Others present: Gilbert Graybill, Autumn Graybill, Kimmie Shropshire, Marshel Morrison and Drew Stott.

Mayor moved to the Mayor's Report

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

- a. Swearing in of Choya Shropshire to Ward 1 Council Seat, Chris Gonthier to Ward 4 Council Seat, Kenneth Brashears to Ward 2 Council Seat and Tyler Brown to Ward 3 Council Seat, terms expiring 2026. *(Scrivener's error: Council members Choya Shropshire, Ward 1 and Chris Gonthier, Ward 4 were not included in the agenda.)***

No action taken. Clerk administered oaths to Choya Shropshire, Kenneth Brashears, Tyler Brown and Chris Gonthier.

Mayor moved back to the regular agenda.

2. PETITIONS FROM THE AUDIENCE:

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

Drew Stott petitioned the Council to allow citizens to more easily place items on the agenda or otherwise make sure their concerns are addressed.

3. DEPARTMENT HEAD REPORTS.

a. Building Inspector

No report.

b. Emergency Management

Janzen reported they sent ambulances to Barnsdall to assist with their storm recovery. He also stated that they have received approval for a Hazard Mitigation Plan Grant. He stated that they are beginning work on the plan now and expect it to be complete in 2025.

c. Fire

Young reported that they are seeing lots of kids come through for tours as the school year ends. He also stated that they will begin testing fire hydrants soon.

d. Golf

Bowman reported many recent successful tournaments, including U.S. Kids Tournament, 4A Regional Girls Tournament, 5A Regional Boys Tournament, Brown & Brown's Special Olympics Tournament, and Pryor Main Street's Cinco de Mayo Tournament. He also stated that they hope to purchase new bridges and complete work on their cart paths soon.

e. Library

Rerat provided a written report and library use statistics to Council via email. She reported that they are preparing for the upcoming Summer Reading Program and they expect around 700 participants. She also stated that the Author Roundup event was a great success with around 100 attendees.

f. Parks / Cemetery

Powell reported that May is a busy month for the department as they prepare for Memorial Day and the Splash Pad opening. He stated that they have one remaining pour for the Skate Park pad before the equipment will be installed.

g. Police / Animal Shelter

Cantrell reported that they responded to 1,600 calls in April. He also stated that they handled a false alarm at Roosevelt School, a Walmart Peeping Tom case and served two Internet Crimes Against Children (ICAC) search warrants. He stated that they expect to see an increased workload as they work the Main Street events scheduled this summer.

Sams-Benham reported that the Spring Adoption Fling event was a success, resulting in 11 adoptions and around \$700 in donations. She also stated that they currently have 43 dogs, 28 cats in kennels and eight open room cats.

h. Recreation Center

Moore reported that they have gained 114 new memberships and 46 Cherokee Nation memberships for a total of 1,639 members. He also stated that they have recently performed employee training for injury reporting with Lisa Malone and another for Active Shooters with Jeremy Cantrell. Moore stated that they have added some new classes and will be expanding family swim hours at the end of the month.

i. Street

Glenn reported that they recently completed another concrete pour for the skate park and only have one more until the pad is complete. He also stated that they have made repairs on Gaither Road and Bailey Street, and are currently working on Clayton Road. Glenn stated that they are mowing, weedeating and spraying for weeds as the weather allows. He also stated that Dunham's Asphalt will be back next week to complete work on the alleyways.

j. City Clerk

Davis reported that the department has been making updates to Community Development procedures as well as updating the website and correcting some errors found in City Code. She also stated that she has closed March's financials, launched a new Cemetery software and has almost finished implementing DigiTickets. Davis stated that the office received \$16,000 in court revenue in April.

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 April 16th, 2024 Council meeting.
- b. Approve payroll purchase orders through May 10th, 2024.
- c. Approve claims for purchase orders through May 7th, 2024.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2320232726 - 2320232733	\$74,858.02
STREET & DRAINAGE	911419B - 2320232660	\$158,496.55
CEMETERY CARE FUND	2320232596	\$2.50
GOLF COURSE	2320232533 - 2320232689	\$34,604.96
CAPITAL OUTLAY	2320232525 - 2320232574	\$18,875.15
REAL PROPERTY ACQUISITION RES.	2320232588 - 2320232732	\$6,550.00
RECREATION CENTER	2320232547 - 2320232694	\$29,720.40
P.P.W.A. SINKING FUND	2320232438	\$17,203.00
E-911	2320232564	\$421.30
DONATIONS AND EARMARKED	2320232571 - 2320232712	\$22,825.80
EDTA	2320232658 - 2320232644	\$7,665.00
TOTAL		\$371,222.68
BLANKETS		
911454B	PRYOR ASPHALT, LLC	\$5,000.00
911455B	HARRELL'S	\$15,034.40
TOTAL		\$20,034.40

- d. Approve appointing Jason Dickinson to Hotel / Motel Tax Allocation Board Seat #1, term expiring 4/30/2026.
- e. Approve appointing Adam Anderson to Personnel Board Seat #1, term expiring 5/6/2030.
- f. Approve allowing the EDTA to temporarily utilize a space on the second floor of the Graham Community Center for the purpose of event planning at no cost.
- g. Approve appointing Travis Mileur to Planning & Zoning Commission Seat #6, term expiring 9/30/2026.
- h. Approve closing the alley alongside the Graham Community Building and the entrance to the parking lot between WeStreet Bank and Moonlite Dance Studio on August 8th, 2024 from 10:00 a.m. to 4:00 p.m. for Moonlite Dance Studio's Community Block Party.
- i. Approve declaring surplus six iPads (Inventory numbers: 04608, 04604, 04607, 04467, 04605, 04606) originally purchased for Council use. They will be destroyed and properly disposed of for security purposes.
- j. Approve disposal of city records according to City of Pryor Creek Retention Policy.
- k. Approve increasing lifeguard pay from \$13.00 per hour to \$15.00 per hour. This increase was budgeted and will be paid from Aquatic Salaries Temp Account #84-846-5018.
- l. Approve an expenditure in the amount of \$6,624.64 to Pryor Chevrolet Buick GMC for invoice #6030873 regarding repairs made to Unit 116 (2018 Ford Explorer, VIN: 9555) to be paid from Police Vehicle Maintenance Account #02-215-5092. A claim was submitted to OMAG and awarded in the amount of \$7,276.53 deposited into Police Vehicle Maintenance Account #02-215-5092 to pay repair costs.
- m. Approve an expenditure in the amount of \$3,500.00 to Central Technology Center Sapulpa for a CLEET academy to be paid from Police Capital Outlay Account #44-445-5418.
- n. Approve Mayor to sign the SRO contract between the City of Pryor Creek and Pryor Public Schools for 2024-2025.
- o. Approve an expenditure in the amount of \$17,203.00 to Muskogee Communications for Invoice #2024-0174 regarding the antenna system and power equipment for the new repeater to be paid from P.P.W.A. Bond Account #87-875-5428. This purchase was previously approved at the June 16th, 2020 City Council meeting.
- p. Approve an expenditure in the amount of \$90,725.00 to Envision Civil Contractors for Salt Creek Branch Phase 2 Pay App #2 to be paid from Street & Drainage Projects Account #14-145-5092.
- q. Approve an expenditure in the amount of \$58,980.75 to Key Maintenance for Salt Branch South Tributary Ditch Repair Pay App #3 to be paid from Street & Drainage Projects Account #14-145-5092.
- r. Approve an expenditure in the amount of \$11,150.00 to Town Square Building Codes for final inspections of the West 530 Apartments from Community Development Salaries Account #02-203-5011. PCO Holdings has already paid for these inspections.
- s. Approve the Pryor Creek Police Department to secure three fully equipped Chevy Tahoes at state contract pricing. The vehicles are currently in production to be completed in July or August and will be purchased on a five-year lease. Approximate final cost per vehicle is \$80,000.00 for a total cost of \$240,000.00; the expected lease payment will be approximately \$4,500.00 per month.

Motion was made by Gonthier, second by Shropshire to approve the consent agenda less item a, j, l, m, n, o, p, q, r and s. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

4a. Approve minutes of the April 16th, 2024 Council meeting.

Motion was made by Shropshire, second by Gonthier to approve minutes of the April 16th, 2024 Council meeting. Voting yes: Shropshire, Bradshaw, Tramel, Gonthier, Smith and Lamar. Abstaining, counting as a no vote: Brashears and Brown. Voting no: none.

4j. Approve disposal of city records according to City of Pryor Creek Retention Policy.

Motion was made by Lamar, second by Shropshire to approve disposal of city records according to the City of Pryor Creek Retention Policy. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

4l. Approve an expenditure in the amount of \$6,624.64 to Pryor Chevrolet Buick GMC for invoice #6030873 regarding repairs made to Unit 116 (2018 Ford Explorer, VIN: 9555) to be paid from Police Vehicle Maintenance Account #02-215-5092. A claim was submitted to OMAG and awarded in the amount of \$7,276.53 deposited into Police Vehicle Maintenance Account #02-215-5092 to pay repair costs.

Motion was made by Gonthier, second by Brown to approve an expenditure in the amount of \$6,624.64 to Pryor Chevrolet Buick GMC for invoice #6030873 regarding repairs made to Unit 116 (2018 Ford Explorer, VIN: 9555) to be paid from Police Vehicle Maintenance Account #02-215-5092. A claim was submitted to OMAG and awarded in the amount of \$7,276.53 deposited into Police Vehicle Maintenance Account #02-215-5092 to pay repair costs. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

4m. Approve an expenditure in the amount of \$3,500.00 to Central Technology Center Sapulpa for a CLEET academy to be paid from Police Capital Outlay Account #44-445-5418.

Motion was made by Gonthier, second by Shropshire to approve an expenditure in the amount of \$3,500.00 to Central Technology Center Sapulpa for a CLEET academy to be paid from Police Capital Outlay Account #44-445-5418. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

4n. Approve Mayor to sign the SRO contract between the City of Pryor Creek and Pryor Public Schools for 2024-2025.

Motion was made by Shropshire, second by Gonthier to approve Mayor to sign the SRO contract between the City of Pryor Creek and Pryor Public Schools for 2024-2025. Motion was amended by Shropshire, second by Gonthier to table the item until May 21st, 2024 Council meeting. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

4o. Approve an expenditure in the amount of \$17,203.00 to Muskogee Communications for Invoice #2024-0174 regarding the antenna system and power equipment for the new repeater to be paid from P.P.W.A. Bond Account #87-875-5428. This purchase was previously approved at the June 16th, 2020 City Council meeting.

Motion was made by Shropshire, second by Brashears to approve an expenditure in the amount of \$17,203.00 to Muskogee Communications for Invoice #2024-0174 regarding the antenna system and power equipment for the new repeater to be paid from P.P.W.A. Bond Account #87-875-5428. This purchase was previously approved at the June 16th, 2020 City Council meeting. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

4p. Approve an expenditure in the amount of \$90,725.00 to Envision Civil Contractors for Salt Creek Branch Phase 2 Pay App #2 to be paid from Street & Drainage Projects Account #14-145-5092.

Motion was made by Gonthier, second by Shropshire to approve an expenditure in the amount of \$90,725.00 to Envision Civil Contractors for Salt Creek Branch Phase 2 Pay App #2 to be paid from Street & Drainage Projects Account #14-145-5092. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

Recess from 7:53 p.m. to 8:02 p.m.

4q. Approve an expenditure in the amount of \$58,980.75 to Key Maintenance for Salt Branch South Tributary Ditch Repair Pay App #3 to be paid from Street & Drainage Projects Account #14-145-5092.

Motion was made by Gonthier, second by Brown to approve an expenditure in the amount of \$58,980.75 to Key Maintenance for Salt Branch South Tributary Ditch Repair Pay App #3 to be paid from Street & Drainage Projects Account #14-145-5092. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

4r. Approve an expenditure in the amount of \$11,150.00 to Town Square Building Codes for final inspections of the West 530 Apartments from Community Development Salaries Account #02-203-5011. PCO Holdings has already paid for these inspections.

Motion was made by Gonthier, second by Smith to approve an expenditure in the amount of \$11,150.00 to Town Square Building Codes for final inspections of the West 530 Apartments from Community Development Salaries Account #02-203-5011. PCO Holdings has already paid for these inspections. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

4s. Approve the Pryor Creek Police Department to secure three fully equipped Chevy Tahoes at state contract pricing. The vehicles are currently in production to be completed in July or August and will be purchased on a five-year lease. Approximate final cost per vehicle is \$80,000.00 for a total cost of \$240,000.00; the expected lease payment will be approximately \$4,500.00 per month.

Motion was made by Bradshaw, second by Shropshire to approve the Pryor Creek Police Department to secure three fully equipped Chevy Tahoes at state contract pricing. The vehicles are currently in production to be completed in July or August and will be purchased on a five-year lease. Approximate final cost per vehicle is \$80,000.00 for a total cost of \$240,000.00; the expected lease payment will be approximately \$4,500.00 per month. Voting yes: Bradshaw, Brashears, Brown, Tramel, Smith, Lamar and Shropshire. Voting no: Gonthier.

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

b. Discussion and possible action regarding the financial stability of the city to determine if the hiring freeze should be amended to responsibly hire a part-time Animal Control Officer, which is a budgeted position. (Scrivener's error: item should read "Discussion and possible action regarding the financial stability of the city to determine if the hiring freeze should be amended to responsibly hire.")

Motion was made by Gonthier, second by Smith to table taking action regarding the financial stability of the city to determine if the hiring freeze should be amended to responsibly hire. Motion was amended by Gonthier, second by Smith to table action regarding the financial stability of the city to determine if the hiring freeze should be amended to responsibly hire until the June 18th, 2024 Council meeting. Voting yes: Gonthier and Smith. Voting no: Brashears, Brown, Tramel, Lamar, Shropshire and Bradshaw. Motion failed.

Motion was made by Brown, second by Bradshaw to amend the hiring freeze to allow new hires with approval of the Council. Voting yes: Brown, Lamar, Shropshire, Bradshaw and Brashears. Voting no: Tramel, Gonthier and Smith.

c. Discussion and possible action to allow the animal shelter to hire a temporary employee through Express, which is already budgeted. (Scrivener's error: agenda read "part-time".)

Motion was made by Lamar, second by Bradshaw to allow the animal shelter to hire a temporary employee through Express, effective immediately. Voting yes: Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: Tramel, Gonthier and Smith.

d. Discussion and possible action to allow the City Clerk's office to fill the Deputy Clerk position left vacant on September 5th, 2023.

Motion was made by Shropshire, second by Lamar to allow the City Clerk's office to fill the Deputy Clerk position left vacant on September 5th, 2023. Motion was amended by Shropshire, second by Lamar to fill the position with a temporary employee through Express at 40 hours per week. Voting yes: Lamar, Shropshire, Bradshaw and Brown. Voting no: Gonthier, Smith, Brashears and Tramel. Mayor broke the tie with a yes vote, motion passed.

6. CITY ATTORNEY'S REPORT:

a. Possible Executive Session pursuant to 25 O.S. 307(B) (4) of the Oklahoma Open Meeting Act for the purpose of confidential communications with attorney regarding pending police grievance and arbitration entitled Mayes County Fraternal Order of Police, Lodge No 116 and Dillion Hamil v The City of Pryor Creek.

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

c. Possible action based on Executive Session pursuant to 25 O.S. 307(B) (4) of the Oklahoma Open Meeting Act for the purpose of confidential communications with attorney regarding pending police grievance and arbitration entitled Mayes County Fraternal Order of Police, Lodge No 116 and Dillion Hamil v The City of Pryor Creek. Motion was made by Gonthier, second by Brashears to no action regarding the Executive Session. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

d1. Enter Public Hearing

Zoning Change for: Jared Gates

The West 75 feet of Lot Fifteen (15), Block Nine (9) in the Original Town of PRYOR CREEK, Mayes County, State of Oklahoma, according to the U.S. Government Survey and Plat thereof. (101 N Mill)

The current zoning is RD (Residential Duplex). Applicant is requesting the zone to be changed to CG (Commercial General) for a commercial lot to place a mobile food truck. Council entered Public Hearing at 10:14p.m.

d2. Exit Public Hearing.

Council exited Public Hearing at 10:16p.m.

e. Discussion and possible action regarding the application (Jared Gates) for a zoning change - (Legal as read above).

Motion was made by Lamar, second by Gonthier to approve the application (Jared Gates) for a zoning change - (Legal as read above). Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

f. Discussion and possible action regarding an amendment to the collective bargaining agreement between the City of Pryor Creek and FOP Lodge No. 116.

Motion was made by Shropshire, second by Lamar to approve an amendment to the collective bargaining agreement between the City of Pryor Creek and FOP Lodge No. 116. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Abstaining, counting as a no vote: Brown. Voting no: none.

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.)

a. Budget and Personnel

Shropshire reported that the next meeting will be Tuesday, May 14th.

b. Ordinance and Insurance

Gonthier reported that a special meeting will be scheduled Thursday, May 23rd.

c. Street

Lamar reported that the next meeting will be Tuesday, May 28th.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 10:21 p.m.

2. APPROVE MINUTES OF THE APRIL 16TH, 2024 MEETING.

Motion was made by Shropshire, second by Brown to approve the minutes of the April 16th, 2024 meeting. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Tramel and Gonthier. Abstaining, counting as a no vote: Brashears and Brown. Voting no: none.

3. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

4. ADJOURN.

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

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

MINUTES WRITTEN BY CITY CLERK COURTNEY DAVIS



