

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JUNE 4TH, 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 Chris Gonthier. Roll Call was conducted by Assistant City Clerk Lisa Malone. Council members present included Terry Lamar, Choya Shropshire, Lori Bradshaw, Kenneth Brashears, Tyler Brown, Chris Gonthier and Bruce Smith. Members absent: Charles Tramel.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell, Kevin Tramel, Becki Sams-Benham, BK Young, Buddy Glenn, Dennis Bowman, Johnny Janzen, Cari Rerat and Mike Moore.

Others present: Autumn Graybill, Gilbert Graybill, Phyllis Lewellen, Jennifer Brittain, Abbot Caruthers, Marshel Morrison, Nena Roberts and Kemmie Shropshire.

2. PETITIONS FROM THE AUDIENCE:

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

Abbot Caruthers petitioned the Council to conduct a brush pick-up around the city in response to the damage remaining from the recent severe weather.

Mayor announced that the City will be picking up brush left out on curbs from June 10th through June 12th.

3. DEPARTMENT HEAD REPORTS.

a. Building Inspector

Kenneth Brashears reported on behalf of Kenny Young that the department completed 67 paid inspections and 30 reinspections to address potential issues in the month of May. He also stated that they have been working to destroy old filings in accordance with the City's retention policy.

b. Emergency Management

Janzen reported that he has received complaints regarding the volume of the tornado sirens and explained that the sirens are calibrated to the appropriate volume to alert people that may be outside at the time of severe weather rather than alert those indoors. He stated that they are working to select FEMA grants through their Hazard Mitigation Planning process that they will work on in the next two years to help residents prepare for future severe weather events.

c. Fire

Young reported that the new fire engine is undergoing the final inspection next week and will be ready for service soon. He also stated that they have received inquiries regarding solar panel farms that are being established in the district and the potential fire danger. He explained that they have a duty to respond to any call in the district and their response will include assessing the ability of the department to effectively act when they are on site. He stated that they are working to ensure that other emergency response services in the area will be able to coordinate efforts in the event of an emergency that needs more resources than the Fire Department can provide.

d. Golf

Bowman reported that the Golf Course continues to see a lot of traffic this season and is on track for a record year. He stated that their upcoming events include the Junior PGA Tournament on June 18th and the Chamber of Commerce Tournament on June 20th. He also reported that they are looking into alternative methods of building new bridges to reduce costs and expect the new cart paths to be complete by August.

e. Library

Rerat provided a print report of the Library's statistics for May. She stated that they have begun the Summer Reading Program, children and adults may both register online or in person, and

they will also be hosting candidate forums for the June elections soon. She also reported that they have been assisting with the aftermath of the recent tornado by distributing 200 food boxes and reuniting victims with the pictures and documents lost in the storm. She stated that they are hoping to get more food boxes soon to continue helping families in the community.

f. Parks / Cemetery

Mayor Doyle reported on behalf of Frank Powell that the Cemetery successfully made it through the increased traffic and workload of Memorial Day. He also stated that the skate park equipment will arrive on June 10th, and they continue to work on mowing and tree trimming.

g. Police / Animal Shelter

Cantrell reported that the Police Department has been busy making traffic stops, with 116 citations issued. He stated that code enforcement has been exceptionally busy in the warm weather and the Animal Shelter is filling up due to litter season for cats. He also reported that they have been helping with some cleanup calls related to the tornado. He stated that one unit was damaged in the storm. He also stated that they have handled a warrant related to internet crimes against children, shut down an illegal marijuana grow business and responded to a severe dog bite related call. He concluded that they will be focusing on upcoming community events to assure traffic will move safely and smoothly.

Sams-Benham reported that the Animal Shelter currently has two empty kennels.

h. Recreation Center

Moore reported that there are 62 swim lessons currently scheduled at the Recreation Center, and they recently hosted a GRDA training day. He stated that while they are working around staffing shortages they are painting the pickleball court and they are budgeting for facility repairs in the next fiscal year. He also reported that they are up by 134 members, and the Cherokee Nation program is continuing to grow.

i. Street

Glenn reported that they have begun work on sidewalk repairs as well as cleaning pipes and ditches. He stated that the contractor has one alleyway left before the project is complete, it should be finished soon. Glenn explained that the brush pickup will be conducted as a courtesy and residents will be required to stack their brush at the curb before the pickup day to participate. Glenn also reported that one of the department's vehicles was damaged by a falling limb in the tornado.

j. City Clerk

Malone reported that the Clerk's Office has been working to process cases through the warrant amnesty program as well as processing fire subscriptions and contractors' licenses.

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 May 21st, 2024 Council meeting.
- b. Approve payroll purchase orders through June 7th, 2024.
- c. Approve claims for purchase orders through June 4th, 2024.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2320232967 - 2320232903	\$44,913.91
STREET & DRAINAGE	911419B - 911454B	\$5,777.96
GOLF COURSE	2320232845 - 2320232970	\$36,555.21
CAPITAL OUTLAY	911447B - 2320231667	\$49,299.58
REAL PROPERTY ACQUISITION RES.	2320232888 - 2320232890	\$9,025.00
RECREATION CENTER	2320232865 - 2320232863	\$26,249.26
E-911	2320232881	\$421.54
DONATIONS AND EARMARKED	2320232855 - 2320232842	\$45,316.31
EDTA	2320232965 - 2320232964	\$5,500.00
TOTAL		\$223,058.77
BLANKETS		
911456B	AT&T MOBILITY	\$6,200.00
TOTAL		\$6,200.00

- d. Accept the resignation of Scott Craft from the Board of Adjustment effective April 30th, 2024.
- e. Approve renewing City group health insurance plans MOBAP00773 and MOBAP0083 with Blue Cross Blue Shield for the 2024-2025 fiscal year and

moving dental, life, short term disability and long term disability coverage to Blue Cross Blue Shield.

- f. Approve adding NexGen Employee Assistance Program to the City's benefit package for the 2024-2025 fiscal year.
- g. Approve an expenditure in the amount of \$4,050.00 to Endex, Inc. of Tulsa in the best interest of the City for the installation of more security devices at the Library and moving the security panel to the East door to be paid from Library Capital Outlay Account #44-445-5416.
- h. Approve an expenditure in the amount of \$5,500.00 to Intertribal Software Consultants for Laserfiche Cloud Professional Subscription to be paid from Police Equipment Capital Outlay Account #44-445-5424.
- i. Approve an expenditure in the amount of \$31,972.33 to Motorola Solutions for the annual maintenance and support for Flex (Spillman) to be paid from Police Equipment Capital Outlay Account #44-445-5424.
- j. Approve declaring surplus the items awarded to the Pryor Creek Police Department by the Mayes County District Court. Bicycles will be donated to One Bike 918 (a 501c3 non-profit organization) and the remaining items will be sold via online auction by Chupp's Auction Co. with proceeds to be deposited into Police Lightbar Donations Account #96-965-5528.
- k. Approve an expenditure in the amount of \$13,285.00 to Melton's A/C & Appliance Service for replacing HVAC units at the Animal Shelter to be paid from Animal Shelter Capital Outlay Account #44-445-5425. Other bids received: Jayco Heat & Air in the amount of \$23,948.00 and United Heat & Air in the amount of \$18,137.00.
- l. Approve an expenditure in the amount of \$33,925.00 to Electrical Services, LLC for work on the LED Retrofit Lighting Project to be paid from Recreation Center Capital Improvements Account #84-845-5413. This purchase will be reimbursed with grant funds after the invoice is paid.
- m. Approve accepting a bid from Jayco Heat & Air in the amount of \$4,500.00 for the exhaust system in the pool storage rooms. No other bids were received.
- n. Approve an expenditure in the amount of \$5,500.00 for the installation, parts and labor for the exhaust system in the pool storage rooms to be paid from Recreation Center Repair & Maintenance Account #84-845-5091. The increased amount is due to the direct cost of electricians repairing corroded wiring discovered during installation.
- o. Approve accepting a bid from Duane Fought in the amount of \$30,000.00 for mowing rights-of-way to be paid from Street Mowing Account #14-145-5343. One other bid received from McWhirt Trucking, LLC in the amount of \$36,000.00.
- p. Approve accepting a bid in the amount of \$5,512.00 from Riddle Heat & Air for the installation of an HVAC unit and mini-split at the Golf Course to be paid from Golf Capital Outlay Account #44-445-5447. Total was amended by the Park Board on May 20th, 2024 to include the cost of installing ducting to the women's restroom. One other bid received from Master's Heat & Air in the amount of \$7,800.00.

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

4e. Approve renewing City group health insurance plans MOBAP00773 and MOBAP0083 with Blue Cross Blue Shield for the 2024-2025 fiscal year and moving dental, life, short term disability and long term disability coverage to Blue Cross Blue Shield.

Motion was made by Gonthier, second by Brashears to approve renewing City group health insurance plans MOBAP00773 and MOBAP0083 with Blue Cross Blue Shield for the 2024-2025 fiscal year and moving dental, life, short term disability and long term disability coverage to Blue Cross Blue Shield. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Gonthier, Smith and Lamar. Voting no: none.

4f. Approve adding NexGen Employee Assistance Program to the City's benefit package for the 2024-2025 fiscal year.

Motion was made by Shropshire, second by Gonthier to approve adding NexGen Employee Assistance Program to the City's benefit package for the 2024-2025 fiscal year. Voting yes: Bradshaw, Brashears, Brown, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

a. Discussion and possible action to award a bid for a new HVAC system in the pool area to be paid from Recreation Center Capital Outlay Account #84-845-5410. Bids are due

Monday, June 3rd, 2024 and will be presented at the Council meeting.

Motion was made by Brown, second by Bradshaw to award a bid for a new HVAC system in the pool area to Jayco HVACR LLC, in the amount of \$279,000.00 to be paid from Recreation Center Capital Outlay Account #84-845-5410. No other bids received. Voting yes: Brashears, Brown, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

b. Discussion and possible action regarding nominations to fill the vacant seat on the Ordinance and Insurance Committee, or accepting the Mayor's nomination of Tyler Brown.

Motion was made by Shropshire, second by Smith to accept the Mayor's nomination of Tyler Brown to fill the vacant seat on the Ordinance and Insurance Committee. Voting yes: Brown, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

c. Discussion and possible action regarding nominations to fill the vacant seat on the Street Committee, or accepting the Mayor's nomination of Kenneth Brashears.

Motion was made by Gonthier, second by Brown to accept the Mayor's nomination of Kenneth Brashears to fill the vacant seat on the Street Committee. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

d. Discussion and possible action regarding nominations to fill the vacant Alternate seat on the Street Committee, or accept the Mayor's nomination of Tyler Brown.

Motion was made by Gonthier, second by Brashears to accept the Mayor's nomination of Tyler Brown to fill the vacant Alternate seat on the Street Committee. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Gonthier. Voting no: none.

e. Discussion and possible action regarding nominations to fill the vacant Alternate seat on the Budget/Personnel Committee, or accepting the Mayor's nomination of Kenneth Brashears.

Motion was made by Gonthier, second by Bradshaw to accept the Mayor's nomination of Kenneth Brashears to the Alternate seat on the Budget/Personnel Committee. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Gonthier and Smith. Voting no: none.

6. CITY ATTORNEY'S REPORT:

a. Second reading and possible approval of an Ordinance pertaining to amending Title 3, Chapter 2A, Section 7 regarding Mobile Food Services "Restrictions on Location as to Time" by repealing said Section 7 of Title 3, Chapter 2A; and providing for repealer and severability.

Motion was made by Shropshire, second by Brown to waive the second reading and approve Ordinance #2024-4 pertaining to amending Title 3, Chapter 2A, Section 7 regarding Mobile Food Services "Restrictions on Location as to Time" by repealing said Section 7 of Title 3, Chapter 2A; and providing for repealer and severability. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Gonthier, Smith and Lamar. Voting no: none.

b. Second reading and possible approval of an Ordinance pertaining to amending firework regulations.

Motion was made by Gonthier, second by Brown to waive the second reading and approve Ordinance #2024-5 pertaining to amending firework regulations. Voting yes: Bradshaw, Brashears, Brown, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

c. Second reading and possible approval of an Ordinance pertaining to changing and amending zoning classification from "RD" (Residential Duplex) TO "CG" (Commercial General) of the property described as follows:

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)

Motion was made by Shropshire, second by Gonthier to waive the second reading and approve Ordinance #2024-6 pertaining to changing and amending zoning classification from "RD" (Residential Duplex) TO "CG" (Commercial General) of the property described as follows:

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)

Voting yes: Brashears, Brown, Gonthier, Smith, Lamar, Shropshire and Bradshaw. 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, June 11th.

b. Ordinance and Insurance

Gonthier reported that the committee will have a special meeting to discuss the worker's compensation renewal scheduled soon.

c. Street

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

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:25 p.m.

2. APPROVE MINUTES OF THE MAY 21ST, 2024 MEETING.

Motion was made by Gonthier, second by Brashears to approve the minutes of the May 21st, 2024 meeting. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

3. UNFORESEEABLE BUSINESS.

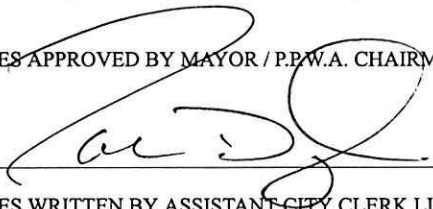
(ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

4. ADJOURN.

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

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



MINUTES WRITTEN BY ASSISTANT CITY CLERK LISA MALONE

