

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JULY 20TH, 2021 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 e-mailed to The Paper newspaper and e-mailed to the Council members.

1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL CALL.

Mayor Lees called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Briana Brakefield. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Jon Ketcher, Choya Shropshire, Steve Smith, Randy Chitwood, Briana Brakefield, Jimmy Tramel, Yolanda Thompson. Members absent: Dennis Nance.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Assistant Police Chief James Willyard, Library Director Cari Rerat, Recreation Center Director Jessica Long.

Others present: Police Captain Kevin Tramel, Police Officer Dustin VanHorn, Architect James Graber, CMSWillowbrook representatives Bryan Miles and Adam Garrett, Library Board Chairman Jeanette Anderson, Traci Rabbit, Kemmie Shropshire and Terry Aylward.

2. PETITIONS FROM THE AUDIENCE. (LIMITED TO 5 MINUTES, MUST REQUEST IN ADVANCE.)

There were no petitions.

3. DEPARTMENT HEAD REPORTS IF NEEDED:

a. Building Inspector

No report.

b. Emergency Management

No report.

c. Fire

No report.

d. Golf

No report.

e. Library

Rerat handed out reports to the Council members (included).

f. Parks / Cemetery

No report.

g. Police

Willyard had no report.

h. Recreation Center

Long reported that they took in 246 new members in June.

i. Street

No report.

4. MAYOR'S REPORT:

a. Discussion and possible action regarding removing from the table Item 5.b. from the June 15th, 2021, City Council meeting.

Motion was made by Shropshire, second by Smith to remove from the table Item 5.b. from the June 15th, 2021, City Council meeting. Voting yes: Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: none.

b. Discussion and possible action regarding approval of an addition to the Emergency Center / Library Expansion project to include a Museum Room for the purpose of preservation and display of the

famous Bill Rabbit Painted Pony and other Native American Art. The addition is estimated to cost \$605,781.00 and would be funded via the City of Pryor Creek, 2019 Bond Fund.

Motion was made by Chitwood, second by Shropshire to approve of an addition to the Emergency Center / Library Expansion project to include a Museum Room for the purpose of preservation and display of the famous Bill Rabbit Painted Pony and other Native American Art. The addition is estimated to cost \$605,781.00 and would be funded via the City of Pryor Creek, 2019 Bond Fund.

Mayor handed out some updated information from Graber and CMS Willowbrook showing changes that would allow the cost to come down to approximately \$397,000.00. Tramel stated that he would like for a portion of the funds to come from the bond account and the remainder to come from the CARES Act fund. Ketcher stated that the only objection he has is to take monies from the CARES Act fund to pay for it.

Chitwood and Shropshire amended their motion and second to approve of an addition to the Emergency Center / Library Expansion project to include a Museum Room for the purpose of preservation and display of the famous Bill Rabbit Painted Pony and other Native American Art at a cost not to exceed \$400,000.00 and fund the project via CARES Act Fund 05 and the City of Pryor Creek, 2019 Bond Fund.

Voting yes: Shropshire, Smith, Chitwood, Brakefield, Tramel, Thompson. Voting no: Ketcher.

5. CITY ATTORNEY’S REPORT:

a. Update from City Attorney to Council on status of Moore, et al. vs. City of Pryor and Pryor Public Schools; Mayes County Case CJ-2020-121.

Mr. Ritchie spoke regarding homeowners around the high school who filed suit against the city, Pryor Public Schools and Crossland Construction. The city filed a motion to be dismissed in the case and was dismissed.

6. DISCUSSION AND POSSIBLE ACTION ON CONSENT AGENDA.

(Items deemed non-controversial and routine in nature to be approved by one motion without discussion. Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda.)

- a. Approve minutes of the July 6th, 2021 Council meeting.
- b. Approve payroll purchase orders through July 23rd, 2021.
- c. Approve claims for purchase orders through July 20th, 2021.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2120210080 – 2120210137	312,194.58
COVID REIMBURSEMENT	2020203238	27,646.52
STREET & DRAINAGE	2120210077 – 2120210114	8,543.81
GOLF COURSE	2120210125 - 2120210127	16,014.54
CAPITAL OUTLAY	2120210044 – 2120210130	13,535.22
REAL PROPERTY ACQUIS.	2120210070	54.00
RECREATION CENTER	2020203345 - 2120210137	26,244.75
PPWA	2120210083	4,000.00
DONATIONS AND EARMARKED	2120210015 - 2120210040	2,366.96
TOTAL		410,600.38
BLANKETS		
911228B	RCB BANK	38,000.00
911230B	BANK OF COMMERCE	54,000.00
911231B	WALMART COMMUNITY	2,000.00
911232B	XEROX FINANCIAL SERVICES	1,200.00
911233B	LOCKE SUPPLY CO.	500.00
911234B	PRYOR LUMBER	400.00
911235B	MUSKOGEE COMMUNICATION	600.00
911236B	KLA-MART	300.00
911237B	TRACTOR SUPPLY CREDIT	300.00
911238B	AUTOZONE COMMERCIAL	200.00
911239B	O'REILLY AUTOMOTIVE INC.	700.00
911240B	PRYOR AUTOMOTIVE SUPPLY	700.00
911241B	ADVANCE AUTO PARTS	200.00
911242B	VERIZON WIRELESS	3,414.12
911243B	JACKSON TRUCK REPAIR	2,500.00
911244B	ADVANCE AUTO PARTS	1,000.00
911245B	AUTOZONE COMMERCIAL	1,000.00
911246B	BARCO MUNICIPAL PRODUCTS	5,000.00
911247B	BATTERY OUTFITTERS INC.	1,000.00
911248B	C&R OIL CO.	20,000.00
911249B	CHOUTEAU LIME CO. INC.	1,000.00
911250B	DOLESE BROS. CO.	20,000.00
911251B	MR. J'S	2,000.00
911252B	MIKE'S TIRE & CAR CARE	1,000.00
911253B	O'REILLY AUTOMOTIVE INC.	2,000.00
911254B	PRYOR AUTOMOTIVE SUPPLY	4,000.00
911255B	PRYOR LUMBER	4,000.00
911256B	PRYOR STONE CO.	10,000.00
911257B	QUANTIE AUTO SUPPLY	1,000.00
911258B	SAFETY KLEEN	2,000.00
911259B	TRACTOR SUPPLY CREDIT	2,000.00
911260B	WALMART COMMUNITY	2,000.00
911261B	GARY DUANE FOUGHT	28,000.00
911262B	KOLKER & KOLKER INC.	25,000.00
911263B	CASELLE INC.	15,000.00

911264B	JOHNNY L. JANZEN	15,996.00
911265B	FIBER INTERACTIVE TECHNOL.	14,700.00
911266B	RETAIL ATTRACTIONS LLC	48,000.00
911267B	WEX BANK	60,000.00
TOTAL		390,710.12

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Approve April Appropriation requests.

APRIL 2021

FEE IN LIEU	\$ (0.69)
STREET & DRAINAGE	\$ 135,355.96
CEMETERY CARE INTEREST	\$ 14.33
CEMETERY CARE FUND	\$ 1,268.75
GOLF COURSE CASH FUND	\$ 76,254.75
CAPITAL OUTLAY FUND	\$ 45,327.54
CAPITAL OUTLAY RESERVE	\$ 474.73
REAL PROPERTY ACQUISITION	\$ 667.23
HOTEL/MOTEL TAX	\$ 3,599.79
2019 BOND PROJECT	\$ 75.04
LIBRARY BUILDING FUND	\$ 1.58
GOB 2020	\$ -
RECREATION CASH FUND	\$ 74,374.54
PPWA BOND PROCEEDS (86)	\$ -
PPWA SINKING FUNDS	\$ 90,645.03
PPWA BOND PROCEEDS (88)	\$ 3,228.40
E-911	\$ 6,113.14
LIBRARY SPECIAL	\$ 182.62
SEIZURES	\$ 0.02
DONATIONS	\$ 909.57
COMMUNITY DEVELOPMENT BLOCK GRANT	\$ -
FUND 47	\$ 651.80
MAIN STREET BOND ACCOUNT-2019	\$ 10,076.10
TOTAL	\$ 449,220.23

- f. Approve June Appropriation requests.

JUNE 2021

FEE IN LIEU	\$ (0.67)
STREET & DRAINAGE	\$ 148,925.37
CEMETERY CARE INTEREST	\$ 14.17
CEMETERY CARE FUND	\$ 1,118.75
GOLF COURSE CASH FUND	\$ 43,607.67
CAPITAL OUTLAY FUND	\$ 49,070.10
CAPITAL OUTLAY RESERVE	\$ 12,453.83
REAL PROPERTY ACQUISITION	\$ (31,670.86)
HOTEL/MOTEL TAX	\$ 3,497.59
2019 BOND PROJECT	\$ 72.45
LIBRARY BUILDING FUND	\$ 1.55
GOB 2020	\$ -
RECREATION CASH FUND	\$ 92,809.47
PPWA BOND PROCEEDS (86)	\$ -
PPWA SINKING FUNDS	\$ 98,124.94
PPWA BOND PROCEEDS (88)	\$ 3,224.01
E-911	\$ 2,921.13
LIBRARY SPECIAL	\$ 19.94
SEIZURES	\$ 0.02
DONATIONS	\$ 396.61
COMMUNITY DEVELOPMENT BLOCK GRANT	\$ -
FUND 47	\$ 579.95
MAIN STREET BOND ACCOUNT-2019	\$ 42,607.54
TOTAL	\$ 467,773.56

- g. Discussion and possible action regarding an expenditure in the amount of \$6,871.20 to iSolved HCM for the annual contract for TimeForce II, from General Software Account #02-201-5260.
- h. Discussion and possible action regarding reappointment of Melinda Marks to Seat #2 of the Park Board, term expiring July 31st, 2024.
- i. Discussion and possible action regarding reappointment of Chris Graves to Seat #6 of the Park Board, term expiring July 31st, 2024.

- j. Discussion and possible action regarding reappointment of Keith Shelby to Seat #7 of the Park Board, term expiring July 31st, 2024.
- k. Discussion and possible action regarding updating the wording of Attachment 7: Separation Report in the Personnel Policy Manual.
- l. Discussion and possible action regarding updating the wording of Section 12-8: Bereavement Leave in the Personnel Policy Manual.
- m. Discussion and possible action regarding updating the wording of Section 22-3: Group Health, Dental and Life Insurance Plans in the Personnel Policy Manual.
- n. Discussion and possible action regarding an expenditure in the amount of \$3,400.00 to Equature DSS Corporation for yearly maintenance agreement for the Pryor Creek Police Department. This is year four of a five-year maintenance agreement for a voice logger, from Police Technology Account #02-215-5260.
- o. Discussion and possible action regarding hiring Rick Raffe for the Recreation Center Custodian / Maintenance position at Range A, Step 1 (annual wage-\$27,395.00).
- p. Discussion and possible action regarding an expenditure in the amount of \$15,915.00 to Vermont Systems for Pryor Creek Recreation Center software for July 1st, 2021 – June 30th, 2022 from Computer Tech Support Account #84-845-5046.
- q. Discussion and possible action regarding an expenditure in the amount of \$73,680.00 to OMAG for Property Insurance Policy #PRO140003306 from General Insurance – Property Account #02-201-5045.
- r. Discussion and possible action regarding an expenditure in the amount of \$57,335.00 to OMAG for General Liability/Auto Policy #GLA140001706 from General Insurance – Fleet Account #02-201-5043.
- s. Discussion and possible action regarding proposal as presented from Kolker & Kolker, Inc. including an expenditure of \$25,000.00 for fiscal year ending June 30th, 2022 from General Outside Services – Accounting Account #02-201-5073.
- t. Discussion and possible action regarding awarding highest and best sealed bid for 1992 Chevrolet Pickup (surplused at the October 6th, 2020 Council meeting) to Dick Holmes in the amount of \$755.00. Other bids received: Jerrod Martin: \$700.00; Gary Anderson: \$537.00; Kenton Unruh: \$526.00; Garrett Ball: \$430.00.

Motion was made by Ketcher, second by Smith to approve items a – t, less item a. Voting yes: Smith, Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire. Voting no: none.

a. Approve minutes of the July 6th, 2021 Council meeting.

Motion was made by Ketcher, second by Chitwood to approve minutes of the July 6th, 2021 Council meeting. Voting yes: Chitwood, Tramel, Thompson, Ketcher, Shropshire, Smith. Abstaining, counting as a no vote: Brakefield. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Brakefield)

Brakefield reported that the next Budget and Personnel Committee meeting will be held on Tuesday, August 10th, 2021, at 5:30 p.m. She stated it will be a long meeting because they will be voting to approve the entire budget.

b. Ordinance and Insurance (Shropshire)

Shropshire had nothing to report at this time.

c. Street (Smith)

Smith reported they will possibly have their regular meeting next Tuesday, July 27th, 2021, at 5:30 p.m.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

Motion was made by Ketcher, second by Smith to adjourn. Voting yes: Chitwood, Brakefield, Tramel, Thompson, Ketcher, Shropshire, Smith. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 6:30 p.m.

2. APPROVE MINUTES OF JUNE 15TH, 2021 MEETING.

Motion was made by Smith, second by Shropshire to approve minutes of June 15th, 2021 meeting. Voting yes: Brakefield, Tramel, Thompson, Ketcher, Shropshire, Smith, Chitwood. Voting no: none.

3. DISCUSSION AND POSSIBLE ACTION REGARDING AN EXPENDITURE OF \$4,000.00 TO GRAND GATEWAY ECONOMIC DEVELOPMENT ASSOCIATION FOR THE ANNUAL MEMBERSHIP FOR FISCAL YEAR 2022 FROM PRYOR PUBLIC WORKS AUTHORITY DUES – GRAND GATEWAY ACCOUNT #88-885-5349.

Motion was made by Shropshire, second by Chitwood to approve an expenditure of \$4,000.00 to Grand Gateway Economic Development Association for the Annual Membership for Fiscal Year 2022 from Pryor Public Works Authority Dues – Grand Gateway Account #88-885-5349. Voting yes: Tramel, Thompson, Ketcher, Shropshire, Smith, Chitwood, Brakefield. 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 Ketcher, second by Smith to adjourn. Voting yes: Thompson, Ketcher, Shropshire, Smith, Chitwood, Brakefield, Tramel. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN LARRY LEES

MINUTES WRITTEN BY CITY CLERK/P.P.W.A. SECRETARY EVA SMITH
