MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, AUGUST 6TH, 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 City Clerk Courtney Davis. Council members present included Terry Lamar, Lori Bradshaw, Kenneth Brashears, Tyler Brown, Charles Tramel, Chris Gonthier and Bruce Smith. Members absent: Choya Shropshire.

Department Heads and other City Officials present: Jeremy Cantrell, Kevin Tramel, Becki Sams-Benham, BK Young, James Baumert, Frank Powell, Buddy Glenn, Johnny Janzen, Cari Rerat and Mike Moore.

Others present: Autumn Graybill, Gilbert Graybill, Houston Brittain, Ethan Conseen, Brandon Merritt, Marshel Morrison and Jimmy Tramel.

2. PETITIONS FROM THE AUDIENCE:

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

Jimmy Tramel thanked the Council for their work and explained how the budget and financial process worked in the past.

Jeremy Cantrell awarded Officer Thomas Ethan Conseen of the Police Department and Captain Brandon Merritt of the Fire Department medals recognizing their efforts on a call involving an infant that had been attacked by a vicious dog.

3. DEPARTMENT HEAD REPORTS.

a. Building Inspector

Mayor Doyle reported on behalf of Kenny Young that they have conducted 46 paid inspections and an additional 26 other inspections, as well as reviewing plans and addressing questions from the public.

b. Emergency Management

Janzen reported that the city needs to have a Hazard Mitigation Plan in effect to be eligible for Federal grants. He stated that the city's plan has been combined with the County Hazard Mitigation Plan to reduce costs, and he will be working with department heads as they complete the renewal process.

c. Fire

Young reported that they are preparing for the upcoming music festivals and school starting. He also stated that the new truck has arrived and is being equipped.

d. Golf

Mayor Doyle reported on behalf of Dennis Bowman that they are continuing to work on the new paths and bridges. He also stated that the Golf Course has remained busy hosting tournaments with several scheduled for the coming month.

e. Library

Rerat provided a print report of the Library's statistics for July. She stated that wireless internet usage went down in July. She also stated that the summer reading program has been successful and saw 871 attendees at 27 programs.

f. Parks / Cemetery

Frank Powell reported the department has been busy with summer maintenance. He also stated that they are having electrical issues for the lighting at the tennis courts and they are working to find a solution. Powell also reported that the cemetery is going well and they have been fortunate that the workload has remained manageable while the department is shorthanded following the recent retirement.

g. Police / Animal Shelter

Cantrell provided a print report of the Police Department's statistics for July. He stated that July saw an increase in violent crime and they have seen several recent break-ins. He also stated that they made three arrests related to Internet Crimes Against Children. Cantrell also reported that the SRO position for the school has not been filled and he will be rotating officers in the position as needed. He also stated that they are preparing for the upcoming music festivals.

Sams-Benham reported that the shelter received 34 animals and had 39 adoptions or transfers in July. They recently completed their improvement projects. Additionally, she announced a "Clear the Shelter" event running from August 10th to September 10th, during which the adoption fee will be reduced to $25.00. The shelter is open for viewing, Monday through Friday from 1:00 p.m. to 4:30 p.m., and by appointment only on Saturdays from 10:00 a.m. to 1:00 p.m.

h. Recreation Center

Moore reported that 179 new members joined in July. He stated that the Recreation Center has been thriving and experiencing increased traffic. He also stated that the center will host both the school's after-school swim team and its own swim team and the pickleball group continues to be active. Moore also reported that the fitness instructors will soon update their certifications and that there are three board positions available.

i. Street

Glenn reported that efforts are underway to paint crosswalks and stop bars before the school year starts. He also stated that the installation of wheelchair ramps at various locations around the city. He stated that mowing and weed-eating are being prioritized, with one employee dedicated exclusively to these tasks. Glenn also reported that the skidsteer requires repairs that will be addressed later in the agenda.

j. City Clerk

Davis reported that the department has been occupied with finalizing the fiscal year and financial reports. She also stated that the Cherokee Nation Internship program has concluded and expressed gratitude for the valuable assistance provided by their summer intern.

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 July 16th, 2024 Council meeting.

b. Approve payroll purchase orders through August 16th, 2024.

c. Approve claims for purchase orders through August 6th, 2024.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2420240293 - 2420240183	$151,333.02
STREET & DRAINAGE	2420240294 - 2420240239	$30,302.96
GOLF COURSE	2420240193 - 2420240276	$28,199.98
CAPITAL OUTLAY	2420240179 - 2420240201	$16,016.02
CAPITAL OUTLAY RESERVE	2320230744	545,681.37
REAL PROPERTY ACQUISITION RES.	2420240176 - 2420240268	$55,835.00
RECREATION CENTER	2420240159 - 2420240237	$68,487.60
E-911	2420240129	$417.30
LIBRARY SPECIAL CASH	2420240286 - 2420240288	$498.49
DONATIONS AND EARMARKED MONIES	911517B	$1,750.00
EDTA	2420240291	$5,000.00
	TOTAL	$903,521.74
	NO BLANKETS	

d. Approve Fostering Mayes County to hold a Family Fun Day Event at Whitaker Park on September 28th, 2024 from 3:00 p.m. to 10:00 p.m. This event aims to bring families together for a day of enjoyment, community bonding, and wholesome activities.

e. Approve closing Graham Avenue from Highway 69 to South Cherokee Street for the Annual Bluegrass and Chili Festival on September 6th at 9:00 a.m. through September 7th, 2024 at 11:59 p.m.

f. Approve closing the following streets as needed from Northeast 1st Street to Southeast 1st Street from Highway 69 to South Cherokee Street: Hogan Street, Coo-Y-Yah Street, Rowe Street, Vann Street, and Adair Street. The complete closures are expected to begin on Friday, September 6th, 2024 at 9:00 a.m. to 11:59 p.m. on Saturday, September 7th, 2024 for the Annual Bluegrass and Chili Festival. Limited closures or barricading of sections for setup will begin on Thursday, September 5th, 2024.

g. Approve Mayor to sign a letter allowing American Legion Post #182 to sell alcoholic beverages at approximately 1 North Rowe Street during the Bluegrass and Chili Festival on September 6th and September 7th, 2024.
h. Approve a purchase order in the amount of $15,500.00 to Dillion Hamil for Settlement Agreement for Mayes County Fraternal Order of Police, Lodge No. 116 and Dillion Hamil v. The City of Pryor Creek to be paid from Attorney Miscellaneous Legal Expenses Account #02-211-5341.
i. Approve amending the Graham Community Building Rental Agreement and raising the non-refundable rental fee from $50 to $80 to offset utility costs. The refundable deposit of $50 and $10 fee for additional day(s) will remain unchanged.
j. Approve an expenditure in the amount of $6,411.17 to Granicus for Community Development Software from Clerk Capital Outlay Account #44-445-5417.
k. Approve the Municipal Utility Board's recommendation for reappointment of Ms. Lorri Mitchell to the Municipal Utility Board, Seat #1, term ending 6/30/2029.
l. Approve an increase in the water rates inside the Corporate City Limits of Pryor Creek from $5.10 per 1,000 gallons to $5.22 per 1,000 gallons, effective August 2024 billing.
m. Approve increasing the price of all Recreation Center day passes by $1.00. Current day pass prices: Gym $2.00, Pool $4.00, Weight Room $5.00, Group Fitness $4.00 and Child Watch $2.00.
n. Approve increasing the price of Recreation Center swim lessons by $10.00. Current swim lesson prices: Private Lessons $65.00 and Group Lessons $55.00.
o. Approve an expenditure in the amount of $33,925.00 to Electrical Services, LLC for second half of the 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.
p. Approve an expenditure in the amount of $3,680.00 to AWE Learning for an Early Literacy Station to be paid from Library State Aid Account #92-925-5233. This is a sole source provider.
q. Approve an expenditure in the amount of $5,017.10 to Dell for six OptiPlex 7020 Micro Form Factor Computers and one OptiPlex 7020 tower with disc drive, $4,618.00 to be paid from Library State Aid Account #92-925-5233 and $399.10 to be paid from Library Donations Account #92-925-5251.
r. Approve an expenditure in the amount of $6,244.71 to White Star for the repair of a T770 skid steer to be paid from Street Capital Outlay Account #14-145-5411.
s. Approve Golf Course to seek bids for cart paths. Proposed funding: $150,000.00 from Golf Capital Outlay Account #44-445-5447 and $25,000.00 from Cherokee Nation Grant funds.

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

4b. Approve payroll purchase orders through August 16th, 2024.

Motion was made by Brown, second by Gonthier to approve payroll purchase orders through August 16th, 2024. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

4g. Approve Mayor to sign a letter allowing American Legion Post #182 to sell alcoholic beverages at approximately 1 North Rowe Street during the Bluegrass and Chili Festival on September 6th and September 7th, 2024.

Motion was made by Brown, second by Brashears to approve Mayor to sign a letter allowing American Legion Post #182 to sell alcoholic beverages at approximately 1 North Rowe Street during the Bluegrass and Chili Festival on September 6th and September 7th, 2024. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar and Bradshaw. Voting no: Brashears.

4h. Approve a purchase order in the amount of $15,500.00 to Dillion Hamil for Settlement Agreement for Mayes County Fraternal Order of Police, Lodge No. 116 and Dillion Hamil v. The City of Pryor Creek to be paid from Attorney Miscellaneous Legal Expenses Account #02-211-5341.

Motion was made by Tramel, second by Brown to approve a purchase order in the amount of $15,500.00 to Dillion Hamil for Settlement Agreement for Mayes County Fraternal Order of Police, Lodge No. 116 and Dillion Hamil v. The City of Pryor Creek to be paid from Attorney Miscellaneous Legal Expenses Account #02-211-5341. Voting yes: Brown, Gonthier, Smith, Bradshaw and Brashears. Voting no: Tramel and Lamar.

4i. Approve amending the Graham Community Building Rental Agreement and raising the non-refundable rental fee from $50 to $80 to offset utility costs. The refundable deposit of $50 and $10 fee for additional day(s) will remain unchanged.

Motion was made by Brashears, second by Bradshaw to approve amending the Graham Community Building Rental Agreement and raising the non-refundable rental fee from $50 to $80 to offset utility costs. The refundable deposit of $50 and $10 fee for additional day(s) will remain unchanged. Voting yes: Tramel, Smith, Lamar, Bradshaw, Brashears, Brown. Voting no: Gonthier.

4l. Approve an increase in the water rates inside the Corporate City Limits of Pryor Creek from $5.10 per 1,000 gallons to $5.22 per 1,000 gallons, effective August 2024 billing.

Motion was made by Gonthier, second by Brashears to approve an increase in the water rates inside the Corporate City Limits of Pryor Creek from $5.10 per 1,000 gallons to $5.22 per 1,000 gallons, effective August 2024 billing. Voting yes: Gonthier, Smith, Lamar, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

a. Brief update from the Mayor regarding status of the 2024-2025 Budget.

Mayor Doyle thanked Jimmy Tramel for addressing the Council, and Lori Ballew and Courtney Davis for their diligent efforts in finalizing the budget. He reported that the city accountant has confirmed a legally budgetable amount of $9,292,774.00. He stated that due to the lack of roll-over from the last fiscal year they are continuing efforts to save as they create the new budget. Mayor Doyle stated that he is working with department heads to develop a prudent and responsible budget for the coming year.

b. Discussion and possible action to amend minutes previously adopted from the July 2nd, 2024 regular meeting to correct item 5b, Jayco in the amount of $35,000.00 for 4 five ton units and B&B Sheet Metal, Heat and Air in the amount of $54,292.00 for 4 ten ton units, 4 horizontal coils, 4 upflow coils and 2 furnaces.

Motion was made by Brown, second by Tramel to approve amending minutes previously adopted from the July 2nd, 2024 regular meeting to correct item 5b, Jayco in the amount of $35,000.00 for 4 five ton units and B&B Sheet Metal, Heat and Air in the amount of $54,292.00 for 4 ten ton units, 4 horizontal coils, 4 upflow coils and 2 furnaces. Voting yes: Smith, Lamar, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

c. Discussion and possible action to amend minutes previously adopted from the July 2nd, 2024 regular meeting to correct item 5c to be paid from Nuisance Abatement Account #46-465-5450 in the best interest of the city.

Motion was made by Brown, second by Bradshaw to approve amending minutes previously adopted from the July 2nd, 2024 regular meeting to correct item 5c to be paid from Nuisance Abatement Account #46-465-5450 in the best interest of the city. Voting yes: Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: Lamar and Smith.

d. Discussion and possible action to approve an expenditure in the amount of $54,292.00 to B & B Sheet Metal, Heat & Air for Graham Building HVAC repairs to be paid from Nuisance Abatement Account #46-465-5450.

Motion was made by Brown, second by Gonthier to approve an expenditure in the amount of $54,292.00 to B & B Sheet Metal, Heat & Air for Graham Building HVAC repairs to be paid from Nuisance Abatement Account #46-465-5450. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: Lamar.

Mayor moved to the addendum.

ADDENDUM
CITY COUNCIL MEETING
TUESDAY, AUGUST 6TH, 2024 AT 6:00 P.M.

1. Discussion and possible action regarding an expenditure in the amount of $545,681.37 for the purchase of a Pierce Pumper Fire Truck from Fire Truck Reserve Account #45-455-5412.

Motion was made by Gonthier, second by Brashears to approve an expenditure in the amount of $545,681.37 for the purchase of a Pierce Pumper Fire Truck from Fire Truck Reserve Account #45-455-5412. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Bradshaw. Voting no: none.

2. Discussion and possible action regarding an expenditure not to exceed $5,400.00 to Caselle from Clerk Capital Outlay Account #44-445-5417 for Accounts Payable Direct Pay add-on. This add-on will give us the ability to directly pay vendors via ACH instead of writing and mailing checks, greatly reducing the risk of potential fraudulent activity.

Motion was made by Gonthier, second by Bradshaw to approve an expenditure not to exceed $5,400.00 to Caselle from Clerk Capital Outlay Account #44-445-5417 for Accounts Payable Direct Pay add-on. This add-on will give us the ability to directly pay vendors via ACH instead of writing and mailing checks, greatly reducing the risk of potential fraudulent activity. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Bradshaw and Brashears. Voting no: none.

Mayor moved back to the regular agenda.

6. CITY ATTORNEY'S REPORT:

a. Possible Executive Session pursuant to 25 O.S. 307(B) (2) of the Oklahoma Open Meeting Act for the purpose of confidential communications regarding the collective bargaining agreement between the City of Pryor Creek and Mayes County Fraternal Order of Police, Lodge No 116.

Motion was made by Gonthier, second by Brashears to enter Executive Session at 7:23 p.m. Voting yes: Tramel, Gonthier, Smith, Lamar, Bradshaw, Brashears and Brown. Voting no: none.

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

Motion was made by Gonthier, second by Brashears to exit Executive Session at 8:21 p.m. Voting yes: Gonthier, Smith, Lamar, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

c. Possible action based on Executive Session pursuant to 25 O.S. 307(B) (2) of the Oklahoma Open Meeting Act for the purpose of confidential communications regarding the collective bargaining agreement between the City of Pryor Creek and Mayes County Fraternal Order of Police, Lodge No 116.

Motion was made by Gonthier, second by Smith to take no action regarding Executive Session. Voting yes: Smith, Lamar, Bradshaw, Brashears, Brown, Tramel and Gonthier. 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, August 13th.

b. Ordinance and Insurance

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

c. Street

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

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 8:24 p.m.

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

Motion was made by Gonthier, second by Brown to approve the minutes of the July 16th, 2024 meeting. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. 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 at 8:24 p.m. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Bradshaw. Voting no: none.

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

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MINUTES WRITTEN BY CITY CLERK COURTNEY DAVIS

Courtney Davis
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CITY OF PRYOR CREEK, OKLAHOMA
CLERKS SEAL