

**NOTICE & AGENDA
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, SEPTEMBER 20TH, 2022 AT 6:00 P.M.**

AS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT, NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL OF THE CITY OF PRYOR CREEK, OKLAHOMA WILL MEET IN REGULAR SESSION AT 6:00 P.M. ON THE ABOVE DATE IN THE COUNCIL CHAMBER UPSTAIRS AT CITY HALL, 12 NORTH ROWE STREET IN PRYOR CREEK, OKLAHOMA. A MEETING OF THE PRYOR PUBLIC WORKS AUTHORITY WILL FOLLOW IMMEDIATELY. ANYONE NEEDING SPECIAL ACCOMMODATIONS TO ATTEND SHOULD CALL (918) 825-0888.

1. Call to Order, Prayer, Pledge of Allegiance, Roll Call.
2. Petitions from the Audience. (Limited to 5 minutes, must request in advance.)
3. Department Head Reports if needed:
 - a. Building Inspector
 - b. Emergency Management
 - c. Fire
 - d. Golf
 - e. Library
 - f. Parks / Cemetery
 - g. Police / Animal Shelter
 - h. Recreation Center
 - i. Street
4. Mayor's Report:
 - a. Discussion and possible action regarding approval of the June 30th, 2021 independent Auditor's Report of Financial Statements for the City of Pryor Creek, Oklahoma as presented by Violet Kirkendall of Hood & Associates, PC Certified Public Accountants.
 - b. Discussion and possible action regarding nomination of an Ad Hoc Committee with the mission of recommending to Pryor Creek City Council, the path forward for our Castle Theater with a time target of December 20, 2022. Mayor Lees nominates Terry Lamar, Brent Taylor, Jennie LaFave, Jack Hardy, and Monty Littlefield as committee members.
5. City Attorney's Report:
 - a. Discussion and possible action for approval of Municipal Court Agreement with Cherokee Nation regarding municipal charges involving tribal defendants.
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 September 6th, 2022 Council meeting.
 - b. Approve payroll purchase orders through September 30th, 2022.
 - c. Approve claims for purchase orders through September 20th, 2022.
 - d. Acknowledge receipt of deficient purchase orders.
 - e. Discussion and possible action regarding Audit Agreement with Hood & Associates for fiscal year ending June 30th, 2021 in the amount of \$15,500.00.
 - f. Discussion and possible action regarding rejection of bids for the 2022 Tennis Facility Parking Improvements project.
 - g. Discussion and possible action regarding reappointment of Travis Mileur to Seat #7 of the Planning and Zoning Commission, term ending 9/30/25.
 - h. Discussion and possible action regarding reappointment of Joe Barnts to Seat #6 (alternate) of the Planning and Zoning Commission, term ending 9/30/25.
 - i. Discussion and possible action regarding increasing Pelivan funding from \$25,000.00 to \$32,000.00 per the request of Grand Gateway Economic Development Association. This action is proposed to overspend line item #02-201-5337.
 - j. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Public Schools from 2021-2022.
 - k. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Main Street from 2021-2022.
 - l. Discussion and possible action to approve Hotel / Motel Final Expense Report for Pryor Area Chamber of Commerce from 2021-2022.
 - m. Discussion and possible action regarding Hotel / Motel Tax Allocation for the 2022-2023 fiscal year.
 - a. Pryor Area Chamber of Commerce – 40% - \$49,699.52
 - b. Pryor Public Schools – 20% - 24,849.76
 - c. Pryor Main Street – 10% - \$12,424.88
 - n. Discussion and possible action regarding Hotel / Motel Tax Allocation grant application from Lake Area Softball Association in the amount of \$5,000.00.
 - o. Discussion and possible action regarding an expenditure in the amount of \$11,961.60 from CBI Wholesale Electric, LLC., for LED lighting at the Whitaker Park Tennis Courts from bids received. Other bids received: Lighting Inc – BA, in the amount of \$6,806.87 for half the number of lights needed; Locke Supply Co., in the amount of \$22,288.00.

- p. Discussion and possible action regarding an expenditure in the amount of \$22,425.25 to P&K Equipment for the purchase of a John Deere Z997R diesel mower for the Pryor Creek Cemetery at State Contract price, from Cemetery Capital Outlay Account #44-445-5413.
- q. Discussion and possible action regarding an expenditure in the amount of \$9,238.00 to Matlock Security Services for a security door system to match the new station security lock system. Other bids received: Monitoring Oklahoma, in the amount of \$15,574.00; Kingdom Alarms of Tulsa, in the amount of \$14,744.00.
- r. Discussion and possible action regarding beginning the hiring process for three (3) new firefighters and one (1) replacement firefighter. Starting dates to be effective when the new building is in operation and upon the retirement of Captain Gibbs.
- s. Discussion and possible action regarding approval of job descriptions for the Thomas J. Harrison Pryor Public Library, which were approved by Library Board on August 25th, 2022.
- t. Discussion and possible action regarding hiring Elise Kasler for the full-time Librarian II - Administrative Librarian position at Range C, Step 1 (annual wage - \$35,360.00) for the Thomas J. Harrison Pryor Public Library effective September 21st, 2022. This position was left vacant by the resignation of Lillian Tucker. Elise currently works part-time at the Library.
- u. Discussion and possible action regarding closing Graham Avenue from Hogan to Adair Street, North to NE 1st Street and back to Hogan for a Homecoming Parade on Thursday evening, September 29th, 2022, from 6:30 p.m. – 8:30 p.m.
- v. Discussion and possible action regarding hiring Courtney Davis to fill vacant Deputy Clerk position, Range D, Step 1 (annual wage - \$36,400.00), effective September 21st, 2022. This position was left vacant upon the resignation of Sharollette Morse.
- w. Discussion and possible action regarding promotion of Kenny Bennett from Pryor Creek Police Patrolman Range J, Step 4 to Corporal Range K, Step 4 (annual wage - \$54,630.00).
- x. Discussion and possible action regarding promotion of Jamal Gunter from Pryor Creek Police Patrolman Range J, Step 3 to Corporal Range K, Step 3 (annual wage - \$49,209.00).
- y. Discussion and possible action regarding promotion of John Gann from Pryor Creek Police Patrolman Range J, Step 3 to Corporal Range K, Step 3 (annual wage - \$49,209.00).
- z. Discussion and possible action regarding promotion of Billy Frazier from Pryor Creek Police Corporal Range K, Step 3 to Sergeant Range L, Step 3 (annual wage - \$50,386.00).
- aa. Discussion and possible action on hiring Nathan “Levi” Hudson as a patrolman at the Pryor Creek Police Department at Range J, Step 2 (annual wage - \$45,303.00). Hudson is CLEET Certified and currently on the Oklahoma Police Pension. Effective October 24th, 2022. This will backfill the position left vacant by Matthew Gilbert.
- bb. Discussion and possible action on hiring BobbyRay “Devon” Shatswell as a patrolman at the Pryor Creek Police Department at Range J, Step 2 (annual wage - \$45,303.00). Shatswell is CLEET Certified and currently on the Oklahoma Police Pension. Effective October 24th, 2022. This will fill the position created by the addition of the new school resource officer.
- cc. Discussion and possible action on the expenditure of \$15,947.18 to Haddock Technologies for 2 promethean boards, with licenses, cameras, cables, projectors and audio systems with mics for the training room for the Emergency Services Center. Other quotes received: JTF Gov, in the amount of \$14,175.00 for Promethean Boards only; Touch Boards, in the amount of \$15,673.18 for Promethean Boards only. \$15,896.18 was awarded to the Police Department from the Attorney General Grant. The Attorney General’s office has approved the Pryor Creek Police Department to purchase the equipment and the department would be reimbursed. \$15,896.18 to be expended from Police Attorney General Grant Account #96-965-5503 and \$51.00 from Police Supplies – General Account #02-215-5032.
- dd. Discussion and possible action regarding approval of a Memorandum of Understanding with Pryor Main Street, pending approval of Economic Development Trust Authority on September 19th, 2022.
- ee. Discussion and possible action regarding transfer of \$50,000.00 from the General Fund EDTA Account #02-203-5222 to the EDTA Fund Account #98, pending approval of Economic Development Trust Authority on September 19th, 2022.
- ff. Discussion and possible action regarding an expenditure in the amount of \$10,700.00 to Higley Consulting from Inspector Outside Services Account #02-203-5080 for Plan Review for West 530 Apartments. Payment was received by the city from PCO Holdings LLC for the amount due Higley Consulting.
- gg. Discussion and possible action regarding an expenditure in the amount of \$2,870.00 to Melton’s A/C & Appliance for a repair bill for HVAC work at the Pryor Area Arts and Humanities Building, as in the best interest of the City, from General Repair & Maintenance Account #02-201-5091. Competitive bidding was not accomplished due to uncertain coil cost and uncertain lead time. Melton’s was called upon due to the current maintenance agreement.

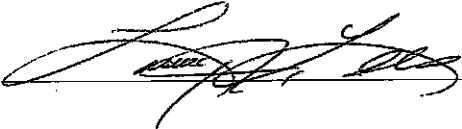
7. Committee Reports:

- a. Budget and Personnel (Brakefield)
- b. Ordinance and Insurance (Shropshire)
- c. Street (Smith)

- 8. Unforeseeable Business. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)
- 9. Adjourn.

PRYOR PUBLIC WORKS AUTHORITY

- 1. Call to Order.
- 2. Approve minutes of the September 6th, 2022 meeting.
- 3. Unforeseeable Business. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)
- 4. Adjourn.

FILED SEPTEMBER 16TH, 2022 AT 5:00 P.M. BY MAYOR LARRY LEES. 

POSTED ON THE BULLETIN BOARD AT CITY HALL, 12 NORTH ROWE STREET, PRYOR CREEK, OKLAHOMA, SEPTEMBER 16TH, 2022 AT 5:00 P.M. BY CITY CLERK EVA SMITH 