MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, OCTOBER 1ST, 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, Cari Rerat and Mike Moore.

Others present: Kemmie Shropshire, Autumn Graybill, Gilbert Graybill, Phyllis Lewellen, Angela Smith, Robert C. Taylor, Tracey L. Taylor and Adam Anderson.

2. PETITIONS FROM THE AUDIENCE:

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

Robert Taylor petitioned Council to approve waiving fees for Santa's Christmas Village at the Graham Building, highlighting the event's positive community impact in past years.

3. DEPARTMENT HEAD REPORTS.

a. Building Inspector

Mayor Doyle reported on behalf of Kenny Young that the department has completed 64 paid inspections, 37 additional inspections and several plan reviews.

b. Emergency Management

No report.

c. Fire

Young reported that they have recently responded to several motor vehicle accidents in the area. He also stated a task force was activated Saturday to provide hurricane assistance to the areas impacted by Hurricane Helene.

d. Golf

Bowman reported that the golf course has hosted many recent events including the Williams United Way Tournament, Gold Bond & Company's Staff Tournament and the Rae Family Foundation Tournament. He stated that their water usage has increased due to dry weather and they are working to complete the new paths and bridges around the course.

e. Library

Rerat provided a print report of the Library's statistics for September showing a large increase in accounts created. She stated that the increase is due to the new accounts created for Thunderbird Cadets and she expects these numbers to return to their usual range.

f. Parks / Cemetery

Powell reported that the splash pad has officially closed for the season. He also stated that they have been working to repair bridges as well as their usual maintenance and mowing.

g. Police / Animal Shelter

Cantrell presented the Police Department's September statistics, noting that his department saw an increase in vehicle accidents in the last month including a hit-and-run. He congratulated Officer Phillips for discovering 25 pounds of cocaine in a spare tire on a traffic stop. Cantrell additionally reported that there were 131 citations issued and 30 arrests made in September.

Sams-Benham reported that the Animal Shelter took in 59 animals and had 50 outgoing animals in September. She also stated that the Gene Beck adoption event sponsored by the Fraternal Order of Police resulted in 39 adoptions including 24 cats.

h. Recreation Center

Moore reported the Recreation Center has not received the reimbursement for their light project yet and explained the impact to his financial report. He also stated that they expect the HVAC installations in the next week and membership numbers are up for September.

i. Street

Glenn reported that the department has been working to clear drainage and repair potholes. He stated that they have been running the street sweeper and will soon need to start pulling fallen leaves and other debris out of drainage pipes. Glenn also reported that they have been having issues with beaver dams but he hopes to resolve them soon.

j. City Clerk

Davis reported that her office has been working on tasks related to the budget and payroll, and she hopes to close July's financials soon. She stated that some of the deputy clerks worked over the weekend to clean up and organize old files for retention.

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 September 17th, 2024 Council meeting.

b. Approve minutes of the September 23rd, 2024 special Council meeting.

c. Approve payroll purchase orders through October 11th, 2024.

d. Approve claims for purchase orders through October 1st, 2024.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2420240814 - 2420240775	$66,219.99
STREET & DRAINAGE	911467B - 2420240706	$15,848.51
CEMETERY CARE FUND	2420240716 - 2420240735	$291.98
GOLF COURSE	2420240726 - 2420240800	$11,340.52
CAPITAL OUTLAY	2420240733 - 911482B	$926.90
REAL PROPERTY ACQUISITION RES.	2420240759 - 2420240743	$1,420.00
RECREATION CENTER	2420240723 - 2420240780	$24,791.39
E-911	2420240707	$416.54
EDTA	2420240774	$22,500.00
	TOTAL	$143,755.83
	BLANKETS	
911533B	AMAZON CAPITAL SERVICES	$1,500.00
	TOTAL	$1,500.00

e. Approve the 2025 City of Pryor Creek / Municipal Utility Board Holiday Calendar. *(Scrivener's error: Agenda read "2024")*

f. Approve waiving the Graham Community Building rental fees for Santa's Christmas Village held December 2nd-9th, 2024.

g. Acknowledge a Halloween candy giveaway hosted by Lakes Area ABATE Chapter 13 on October 31st, 2024 at the Whitaker Park gazebo on the southwest corner across from the old pool.-

h. Approve a transfer of $1,074.20 from Fund 68 to the Holiday Decoration Donation Account as recommended by the EDTA at the September 19th, 2024 meeting. The funds from Fund 68 can only be used for the repair and replacement of decorations and lights used in the downtown corridor. The estimate supporting this transfer is included in the packet.

i. Approve an expenditure in the amount of $50,603.25 to American Ramp Company for equipment and installation of Phase 2 of the skate park to be paid from Parks Capital Outlay Account #44-445-5415.

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

4a. Approve minutes of the September 17th, 2024 Council meeting.

Motion was made by Brashears, second by Brown to approve minutes of the September 17th, 2024 Council meeting. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Gonthier, Smith and Lamar. Abstaining, counting as a no vote: Tramel. Voting no: none.

4b. Approve minutes of the September 23rd, 2024 special Council meeting.

Motion was made by Brashears, second by Brown to approve minutes of the September 23rd, 2024 special Council meeting. Motion was amended by Brashears, second by Brown to amend minutes of the September 23rd, 2024 meeting to reflect missing attendees. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

4e. Approve the 2025 City of Pryor Creek / Municipal Utility Board Holiday Calendar.
(Scivener's error: Agenda read "2024")

Motion was made by Brown, second by Bradshaw to approve the 2024 City of Pryor Creek / Municipal Utility Board Holiday Calendar. Motion was amended by Brown, second by Bradshaw to correct a scrivener's error and approve the 2025 City of Pryor Creek / Municipal Utility Board Holiday Calendar. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

4f. Approve waiving the Graham Community Building rental fees for Santa's Christmas Village held December 2nd-9th, 2024.

Motion was made by Gonthier, second by Smith to approve waiving the Graham Community Building rental fees for Santa's Christmas Village held December 2nd-9th, 2024. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

4h. Approve a transfer of $1,074.20 from Fund 68 to the Holiday Decoration Donation Account as recommended by the EDTA at the September 19th, 2024 meeting. The funds from Fund 68 can only be used for the repair and replacement of decorations and lights used in the downtown corridor. The estimate supporting this transfer is included in the packet.

Motion was made by Shropshire, second by Gonthier to approve a transfer of $1,074.20 from Fund 68 to the Holiday Decoration Donation Account as recommended by the EDTA at the September 19th, 2024 meeting. The funds from Fund 68 can only be used for the repair and replacement of decorations and lights used in the downtown corridor. The estimate supporting this transfer is included in the packet. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

4i. Approve an expenditure in the amount of $50,603.25 to American Ramp Company for equipment and installation of Phase 2 of the skate park to be paid from Parks Capital Outlay Account #44-445-5415.

Motion was made by Shropshire, second by Bradshaw to approve an expenditure in the amount of $50,603.25 to American Ramp Company for equipment and installation of Phase 2 of the skate park to be paid from Parks Capital Outlay Account #44-445-5415. Motion was amended by Shropshire, second by Bradshaw to table the item until later in the meeting. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

a. Discussion and possible action to acknowledge the resignation of all employees who have accepted the voluntary severance agreement.

Motion was made by Brown, second by Lamar to acknowledge the resignation of all employees who have accepted the voluntary severance agreement. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

b. Possible Executive Session concerning the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of Michael Moore, Pryor Creek Police Department (25 O.S. 307 (B) (1)).

Motion was made by Brown, second by Brashears to enter Executive Session at 6:47 p.m. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

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

Motion was made by Brashears, second by Shropshire to exit Executive Session at 7:35 p.m. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

d. Possible action based on Executive Session concerning the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of Michael Moore, Pryor Creek Police Department (25 O.S. 307 (B) (1)).

Motion was made by Brown, second by Gonthier to take no action regarding the Executive Session concerning the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of Michael Moore, Pryor Creek Police Department (25 O.S. 307 (B) (1)). Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

e. Discussion and possible action to approve the Mayor to sign a Voluntary Severance Agreement in the amount of $20,000.00 offered to full time employees on a first come first serve basis from the following department: 215 - Police – 1.

Motion was made by Gonthier, second by Brown to approve the Mayor to sign a Voluntary Severance Agreement in the amount of $20,000.00 offered to full time employees on a first come first serve basis from the following department: 215 - Police – 1. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

f. Discussion and possible action to approve the EDTA's recommendation to accept an offer of $45,000.00 for approximately six acres located in Mayes County and authorizing the Mayor to sign all necessary paperwork for the transaction and allowing Mayor to approve reasonable changes in closing costs from the estimated amount. The City will have normal closing costs for a seller, which are estimated to be $1,267.50, and will reimburse the EDTA for sales related costs of $920.00 (advertisement and appraisal), netting approximately $42,812.50 to the City to be deposited in Sales of Surplus Revenue Account #02-000-4181.

Motion was made by Gonthier, second by Lamar to approve the EDTA's recommendation to accept an offer of $45,000.00 for approximately six acres located in Mayes County and authorizing the Mayor to sign all necessary paperwork for the transaction and allowing Mayor to approve reasonable changes in closing costs from the estimated amount. The City will have normal closing costs for a seller, which are estimated to be $1,267.50, and will reimburse the EDTA for sales related costs of $920.00 (advertisement and appraisal), netting approximately $42,812.50 to the City to be deposited in Sales of Surplus Revenue Account #02-000-4181. Motion was amended by Gonthier, second by Lamar to require that the funds be used for the repair of the Graham Community Building. Motion was amended by Gonthier, second by Lamar to approve the item and require the funds to be used only for repair, maintenance and/or capital improvements to the Graham Community Building. Voting yes: Brown, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: Tramel and Brashears.

g. Discussion and possible action regarding current practices and policies of the City of Pryor Creek which may cut costs or increase revenues. ***(Requested by Tyler Brown)***

Motion was made by Brown, second by Brashears to approve current practices and policies of the City of Pryor Creek which may cut costs or increase revenues. Motion was amended by Brown, second by Brashears to take no action regarding current practices and policies of the City of Pryor Creek which may cut costs or increase revenues and put the item back on the agenda for the October 15th, 2024 regular Council meeting. Motion was amended by Brown, second by Brashears to take no action. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

h. Discussion and possible action concerning any amendments or adjustments to the 02 General Fund Budget for fiscal year 2024-2025. ***(Requested by Tyler Brown)***

amended 11-5-24

Motion was made by Brown, second by Brashears to approve any amendments or adjustments to the 02 General Fund Budget for fiscal year 2024-2025. Motion was amended by Brown, second by Brashears to transfer any excess funds remaining related to the severance packages that have been accepted into Unallocated Reserves in the amount of $223,259.33. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

i. Discussion and possible action regarding the financial stability of the city to determine if the hiring freeze should be amended to allow the Thomas J. Harrison Pryor Public Library to responsibly hire three part-time employees at a pay rate of $10.11 per hour for a maximum of 25 hours per week. The annual cost to the City for a part-time library employee is $14,300.00.

Motion was made by Brown, second by Bradshaw to approve amending the hiring freeze to allow the Thomas J. Harrison Pryor Public Library to responsibly hire three part-time employees at a pay rate of $10.11 per hour for a maximum of 25 hours per week. The annual cost to the City for a part-time library employee is $14,300.00. Motion was amended by Brown, second by Bradshaw to take no action and hear the request again after the mid-year review. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

j. Discussion and possible action to approve Mayor to sign an agreement between the City of Pryor Creek and GovCard/Evolv to provide credit card processing services for payments made to the General Fund. The services provided will allow the City to accept payments both in person and online.

Motion was made by Shropshire, second by Brashears to approve Mayor to sign an agreement between the City of Pryor Creek and GovCard/Evolv to provide credit card processing services for payments made to the General Fund. The services provided will allow the City to accept payments both in person and online. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

k. Discussion and possible action to approve Mayor to sign an agreement between the City of Pryor Creek and GovCard/Evolv to provide credit card processing services for Court Bond payments. The services provided will allow the City to accept payments both in person and online.

Motion was made by Gonthier, second by Brashears to approve Mayor to sign an agreement between the City of Pryor Creek and GovCard/Evolv to provide credit card processing services for Court Bond payments. The services provided will allow the City to accept payments both in person and online. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

6. CITY ATTORNEY'S REPORT:

a. Discussion and possible action to approve a resolution calling for the General Election and for the purpose of amending City Charter provisions regarding the term of the Chief of Police, City Clerk, and City Treasurer in 2025.

Motion was made by Tramel, second by Brashears to approve a resolution calling for the General Election and for the purpose of amending City Charter provisions regarding the term of the Chief of Police, City Clerk, and City Treasurer in 2025. Voting yes: Bradshaw and Shropshire. Voting no: Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Motion failed.

b. First reading of an Ordinance changing and amending zoning classification from Commercial Restricted (CR) to Residential Duplex (RD) of the property described as follows:

Zoning Change for: John Heath Neighbors

The South Half (S½) of Lot Numbered Eleven (11) and all of Lot Numbered Twelve (12), in Block Twenty-Two (22), of the WHITAKER ADDITION, Mayes County, State of Oklahoma, according to the official recorded Plat and Survey thereof. (100 N Indianola)

Motion was made by Brown, second by Brashears to approve the first reading of an Ordinance Changing and Amending Zoning Classification from Commercial Restricted (CR) to Residential Duplex (RD) of the property described above. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

c. First reading of an Ordinance changing and amending zoning classification from Agriculture (AG) to Commercial Automotive Recreation (CAR) of the property described as follows:

Zoning Change for: Limestone Construction, LLC

A tract of land situated in the Northwest Quarter of the Southwest Quarter (NW/4 SW/4) of Section 5, and the Northeast Quarter of the Southeast Quarter (NE/4 SE/4) of Section 6, all in Township 21 North, Range 19 East of the Indian Base and Meridian, Mayes County, State of Oklahoma, being more particularly described as follows, to-wit:

Beginning at the Northwest Corner of said NW/4 SW/4;THENCE N87°56'43"E for a distance of 192.00 feet along the North Line thereof; THENCE S1°44'09"E for a distance of 410.00 feet; THENCE S87°56'43"W for a distance of 471.50 feet to a point on the Easterly Right-of-Way of Highway #69; THENCE N15°18'26"E for a distance of 965.60 feet along said NE/4 SE/4; THENCE N88°34'42" E for a distance of 153.08 feet along said

North Line to the POINT OF BEGINNING. Contains 3.8483 acres, more or less. (N Hwy 69)

Motion was made by Shropshire, second by Gonthier to waive the reading and approve the first reading of an Ordinance changing and amending zoning classification from Agriculture (AG) to Commercial Automotive Recreation (CAR) of the property described above. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

d. Possible Executive Session for the purpose of confidential communications with attorney regarding collective bargaining contract negotiations pursuant to 25 O.S. 307(B)(4) & (10).

Motion was made by Brashears, second by Gonthier to enter Executive Session at 8:42 p.m. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

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

Motion was made by Gonthier, second by Brashears to exit Executive Session at 9:31 p.m. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

Mayor moved back to item 4i and removed it from the table.

4i. Approve an expenditure in the amount of $50,603.25 to American Ramp Company for equipment and installation of Phase 2 of the skate park to be paid from Parks Capital Outlay Account #44-445-5415.

Motion was made by Gonthier, second by Brashears to approve an expenditure in the amount of $50,603.25 to American Ramp Company for equipment and installation of Phase 2 of the skate park to be paid from Parks Capital Outlay Account #44-445-5415. Motion was amended by Gonthier, second by Brashears to table the item until the October 15th, 2024 regular Council meeting. Voting yes: Smith, Lamar, Shropshire, 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, October 8th.

b. Ordinance and Insurance

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

c. Street and Maintenance

Lamar reported that the next meeting will be Tuesday, October 22nd.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 9:40 p.m.

2. APPROVE MINUTES OF THE SEPTEMBER 17TH, 2024 MEETING.

Motion was made by Gonthier, second by Brashears to approve the minutes of the September 17th, 2024 meeting. Voting yes: Shropshire, 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 Brashears, second by Gonthier to adjourn at 9:41 p.m. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

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

MINUTES WRITTEN BY CITY CLERK COURTNEY DAVIS

Courtney Davis

CITY OF CLERKS SEAL PRYOR CREEK, OKLAHOMA