

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, DECEMBER 3RD, 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 Zac Doyle. 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, BK Young, Buddy Glenn, Dennis Bowman, Johnny Janzen and Cari Rerat.

Others present: Kemmie Shropshire, Angela Smith, Nena Roberts and Marshel Morrison.

2. PETITIONS FROM THE AUDIENCE:

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

Tyler Brown addressed the public to apologize for the manner and tone of his words at the previous Council meeting.

3. DEPARTMENT HEAD REPORTS.

a. Building Inspector

Mayor Doyle reported on behalf of Kenny Young that the department has completed 36 paid inspections and 16 other inspections. He also stated that they have worked on Planning and Zoning Commission Meetings and Abatement Hearings, as well as reviewing plans and responding to code and zoning inquiries.

b. Emergency Management

Janzen reported that they plan to complete the Hazard Mitigation Plan by April 2025. He stated that this plan includes preparing for programs like safe room and tornado shelter grants. He also reported that he will need 2-3 volunteer City staff to contribute as they build the plan to meet program requirements.

c. Fire

Young reported that they are preparing for colder weather and the increase in supplemental heating. He stated that anyone with questions about heating can call the Fire Department for safety information.

d. Golf

Bowman reported that they've had a great month and are continuing to prepare for the winter. He stated that three of the five bridges are now completed at the manufacturer. He also stated that he recently attended a conference to renew his certification to spray for pests. He also reported that they hosted an employee appreciation fundraiser tournament on November 18th, 2024, 20 teams played and they raised \$6,030.40.

e. Library

Rerat emailed a report of the Library's statistics to Council showing 65 new accounts made and approximately 104 visitors a day in the previous month. She also stated that they are hosting story times on Wednesdays at 11:30 a.m. and 1:30 p.m. and line dancing on Thursdays at 6:00 p.m. Rerat stated that there are several upcoming events at the library including Holiday movie and craft nights and a murder mystery dinner hosted by the Friends of the Library on January 25th, 2025. She also explained how Friends of the Library's fundraising supports both the library itself and access to Dolly Parton's Imagination Library which provides free books for children.

f. Parks / Cemetery

Mayor Doyle reported on behalf of Frank Powell that they have been working on the trails as well as the completion of Skate Park Phase 2. He also stated that the Cemetery has been very busy.

g. Police / Animal Shelter

Cantrell reported that their new pistols are now in service and the old firearms will be surplus soon. He stated that recent rain and storms have caused some issues with stoplights and train tracks. He also reported that they performed 281 traffic stops and made 36 arrests, including a semi truck driver who was driving under the influence.

Cantrell reported that there are 43 cats and 39 dogs currently in the animal shelter. He also stated that they have responded to 55 animal calls this month.

h. Recreation Center

Moore reported that the HVAC is working well. He also stated that they have sold 61 new memberships including 21 new Cherokee Nation memberships, 570 passes for the walking path, 559 day passes and 14 pool parties. Moore also reported that they will be certifying new lifeguards soon. He stated that they are working on several projects to grow their marketing efforts including fitness challenges and social media content with a goal of reaching 2,000 members by the end of the fiscal year.

i. Street

Glenn reported that they have been working to trim trees and install drainage pipes. He also stated that they ran the street sweeper for three days last week but it is more difficult in colder weather. He stated that they are also preparing to set up barricades and close streets for the upcoming parade.

j. City Clerk

Davis reported that she has been working to correct financial statements from May and June that included uncleared checks. She stated that the error caused a snowball effect that is preventing new financial statements from calculating accurately. She reported that the Treasurer will be coming to help her resolve the problem and she hopes to have the financial statements completed soon.

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 November 19th, 2024 Council meeting.
- b. Approve minutes of the November 22nd, 2024 special Council meeting.
- c. Approve payroll purchase orders through December 6th, 2024.
- d. Approve claims for purchase orders through December 3rd, 2024.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2420241304 - 2420241234	\$55,553.86
STREET & DRAINAGE	911473B - 911466B	\$2,969.07
GOLF COURSE	2420241215 - 2420241220	\$12,941.36
CAPITAL OUTLAY	2420240309 - 2420241316	\$5,764.21
REAL PROPERTY ACQUISITION RES.	2420241249	\$1,225.00
MAIN STREET BOND ACCOUNT	2420241297	\$20.00
RECREATION CENTER	2420241217 - 2420241259	\$23,619.31
E-911	2420241213	\$430.06
DONATIONS & EARMARKED MONIES	2420241227 - 2420241275	\$14,730.06
EDTA	2420241296 - 2420241297	\$5,860.29
TOTAL		\$123,113.22
NO NEW BLANKETS		

- e. Approve the 2025 City Council meeting schedule.
- f. Acknowledge 2025 Municipal Utility Board meeting schedule.
- g. Approve the 2025 EDTA meeting schedule.
- h. Approve the 2025 Park Board meeting schedule.
- i. Approve the 2025 Street Committee meeting schedule.
- j. Approve the 2025 Planning and Zoning Commission meeting schedule.
- k. Approve the 2025 Library Board meeting schedule.
- l. Approve the 2025 Pryor Creek Recreation Center Board meeting schedule.
- m. Approve the 2025 Ordinance and Insurance Committee meeting schedule.
- n. Approve the 2025 Budget and Personnel Committee meeting schedule.

- o. Approve an expenditure in the amount of \$12,972.50 to American Legal Publishing Corp. for 50% of the recodification of City Code Book ordinances from General Recodification Account #02-201-5270.
- p. Approve an expenditure in the amount of \$13,464.52 to the City of McAlester Police Department for reimbursement of Jacob Graham's CLEET Basic Academy hours to be paid from Police - Miscellaneous Account #96-965-5502.
- q. Approve an expenditure in the amount of \$3,000.00 to Overdrive for Library participation in the OK Virtual Library Consortium to be paid from Library Non-Book Materials Account #02-221-5032.
- r. Approve an expenditure in the amount of \$2,606.00 to Biblionix for the renewal of the Integrated Library System software to be paid from Library Supplies Account #02-221-5031.
- s. Approve accepting a bid from Eric & Sons Asphalt Services, LLC in the amount of \$157,247.10 for improvements to the cart paths at the Golf Course to be paid from Golf Capital Outlay Account #41-415-5411 and \$25,000.00 in Cherokee Nation grant funds. One other bid was received from Ellsworth Construction in the amount of \$266,866.00.

Motion was made by Brashears, second by Gonthier to approve the consent agenda less items b, d, o, p, q, r and s. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

4b. Approve minutes of the November 22nd, 2024 special Council meeting.

Motion was made by Lamar, second by Shropshire to approve minutes of the November 22nd, 2024 special Council meeting. Voting yes: Shropshire, Brown, Tramel, Gonthier, Smith and Lamar. Abstaining, counting as a no vote: Bradshaw and Brashears. Voting no: none.

4d. Approve claims for purchase orders through December 3rd, 2024.

Motion was made by Brashears, second by Lamar to approve claims for purchase orders through December 3rd, 2024. Voting yes: Bradshaw, Brashears, Tramel, Lamar and Shropshire. Voting no: Brown, Gonthier and Smith.

4o. Approve an expenditure in the amount of \$12,972.50 to American Legal Publishing Corp. for 50% of the recodification of City Code Book ordinances from General Recodification Account #02-201-5270.

Motion was made by Shropshire, second by Lamar to approve an expenditure in the amount of \$12,972.50 to American Legal Publishing Corp. for 50% of the recodification of City Code Book ordinances from General Recodification Account #02-201-5270. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: Gonthier.

4p. Approve an expenditure in the amount of \$13,464.52 to the City of McAlester Police Department for reimbursement of Jacob Graham's CLEET Basic Academy hours to be paid from Police - Miscellaneous Account #96-965-5502.

Motion was made by Shropshire, second by Bradshaw to approve an expenditure in the amount of \$13,464.52 to the City of McAlester Police Department for reimbursement of Jacob Graham's CLEET Basic Academy hours to be paid from Police - Miscellaneous Account #96-965-5502. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Brashears. Voting no: none.

4q. Approve an expenditure in the amount of \$3,000.00 to Overdrive for Library participation in the OK Virtual Library Consortium to be paid from Library Non-Book Materials Account #02-221-5032.

Motion was made by Lamar, second by Brown to approve an expenditure in the amount of \$3,000.00 to Overdrive for Library participation in the OK Virtual Library Consortium to be paid from Library Non-Book Materials Account #02-221-5032. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

4r. Approve an expenditure in the amount of \$2,606.00 to Biblionix for the renewal of the Integrated Library System software to be paid from Library Supplies Account #02-221-5031.

Motion was made by Brown, second by Bradshaw to approve an expenditure in the amount of \$2,606.00 to Biblionix for the renewal of the Integrated Library System software to be paid from

Library Supplies Account #02-221-5031. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

4s. Approve accepting a bid from Eric & Sons Asphalt Services, LLC in the amount of \$157,247.10 for improvements to the cart paths at the Golf Course to be paid from Golf Capital Outlay Account #41-415-5411 and \$25,000.00 in Cherokee Nation grant funds. One other bid was received from Ellsworth Construction in the amount of \$266,866.00.

Motion was made by Shropshire, second by Lamar to approve accepting a bid from Eric & Sons Asphalt Services, LLC in the amount of \$157,247.10 for improvements to the cart paths at the Golf Course to be paid from Golf Capital Outlay Account #41-415-5411 and \$25,000.00 in Cherokee Nation grant funds. One other bid was received from Ellsworth Construction in the amount of \$266,866.00.

Bowman reported that the Cherokee Nation Grant Funds have expired.

Motion was amended by Shropshire, second by Lamar to table accepting a bid from Eric & Sons Asphalt Services, LLC in the amount of \$157,247.10 for improvements to the cart paths at the Golf Course to be paid from Golf Capital Outlay Account #41-415-5411 without including Cherokee Nation Grant Funds in the amount of \$25,000.00 and extending the bid deadline by 15 days. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel and Gonthier. Voting no: none.

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

a. Discussion and possible action to allow the Street Department to go out for sealed bids for the South Elliott Drainage Project.

Motion was made by Lamar, second by Gonthier to allow the Street Department to go out for sealed bids for the South Elliott Drainage Project. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

6. CITY ATTORNEY'S REPORT:

a. PUBLIC HEARING

i. Enter Public Hearing

Zoning Change for: Robert L. Shafer

The South 208.71 feet of the West 208.71 feet of the South Half (S½) of the West Eight (8) Acres of the Northwest Quarter of the Northwest Quarter of the Northwest Quarter (NW¼ NW¼ NW¼) of Section Eight (8), Township Twenty-one (21) North, Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma. AND

The South Half (S½) of the West Eight (8) Acres of the Northwest Quarter of the Northwest Quarter of the Northwest Quarter (NW¼ NW¼ NW¼) LESS AND EXCEPT the South 208.71 feet of the West 208.71 feet of the South Half (S½) of the West Eight (8) Acres of the NW¼ NW¼ NW¼ of Section Eight (8), Township Twenty-one (21) North, Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma.

The current zoning is Residential Single (RS). Applicant is requesting the zone to be changed to Agriculture (AG).

Motion was made by Gonthier, second by Brashears to enter Public Hearing at 7:10 p.m. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

Robert L. Shafer spoke to Council regarding his intentions for the property after the zoning change.

ii. Exit Public Hearing

Motion was made by Gonthier, second by Shropshire to exit Public Hearing at 7:16 p.m. Voting yes: Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

b. Discussion and possible action regarding the application (Robert L. Shafer) for a zoning change - (Legal as read above).

Motion was made by Gonthier, second by Brown to approve the application (Robert L. Shafer) for a zoning change - (Legal as read above). Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

c. First reading of an Ordinance changing and amending a zoning classification from Residential Single (RS) to Agriculture (AG) of the property described as follows:

Robert L. Shafer

The South 208.71 feet of the West 208.71 feet of the South Half (S½) of the West Eight (8) Acres of the Northwest Quarter of the Northwest Quarter of the Northwest Quarter (NW¼ NW¼ NW¼) of Section Eight (8), Township Twenty-one (21) North, Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma. AND

The South Half (S½) of the West Eight (8) Acres of the Northwest Quarter of the Northwest Quarter of the Northwest Quarter (NW¼ NW¼ NW¼) LESS AND EXCEPT the South 208.71 feet of the West 208.71 feet of the South Half (S½) of the West Eight (8) Acres of the NW¼ NW¼ NW¼ of Section Eight (8), Township Twenty-one (21) North, Range Nineteen (19) East of the Indian Base and Meridian, Mayes County, State of Oklahoma.

Motion was made by Gonthier, second by Brashears to waive the first reading of an Ordinance changing and amending a zoning classification from Residential Single (RS) to Agriculture (AG) 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 City Attorney and City Bargaining Committee regarding the status of and ongoing actions related to Local 3567 of the International Association of Fire Fighters, AFL-CIO/CLC, Collective Bargaining Agreement negotiations pursuant to 25 O.S. 307(B)(2)(4) & (10).

Motion was made by Gonthier, second by Brashears to table entering Executive Session until the next Council meeting. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears and Brown. Voting no: none.

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

Motion was made by Gonthier, second by Brashears to table exiting Executive Session until the next Council meeting. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Brashears, Brown and Tramel. Voting no: none.

8. 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, December 10th.

b. Ordinance and Insurance

Gonthier reported that the next meeting will be Tuesday, December 31st.

c. Street and Maintenance

Lamar reported that the next meeting will be Thursday, December 26th.

9. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

10. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:23 p.m.

2. APPROVE MINUTES OF THE NOVEMBER 19TH, 2024 MEETING.

Motion was made by Gonthier, second by Shropshire to approve the minutes of the November 19th, 2024 meeting. Voting yes: Lamar, Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier and Smith. 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 Lamar, second by Brashears to adjourn at 7:23 p.m. Voting yes: Shropshire, Bradshaw, Brashears, Brown, Tramel, Gonthier, Smith and Lamar. Voting no: none.

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

MINUTES WRITTEN BY CITY CLERK COURTNEY DAVIS

