

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, DECEMBER 5TH, 2023 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 Bruce Smith. Roll Call was conducted by Assistant City Clerk Lisa Malone. Council members present included Terry Lamar, Choya Shropshire, Lori Bradshaw, Travis Mileur, Randy Chitwood, Chris Gonthier and Bruce Smith. Members absent: Charles Tramel.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell, Kevin Tramel, Buddy Glenn and Cari Rerat.

Others present: Kemmie Shropshire, Gilbert Graybill, Autumn Graybill, Nena Roberts, Marshel Morrison and Terry Aylward.

2. PETITIONS FROM THE AUDIENCE:

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

There were no petitions from the audience.

3. DEPARTMENT HEAD REPORTS.

a. Building Inspector

No report.

b. Emergency Management

No report.

c. Fire

No report.

d. Golf

No report.

e. Library

No report.

f. Parks / Cemetery

No report.

g. Police / Animal Shelter

No report.

h. Recreation Center

No report.

i. Street

No report.

j. City Clerk

No report.

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 21st, 2023 Council meeting.
- b. Approve payroll purchase orders through December 8th, 2023.
- c. Approve claims for purchase orders through December 5th, 2023.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2320231409 - 911377B	\$44,754.46
STREET & DRAINAGE	911419B - 911413B	\$6,898.54
GOLF COURSE	2320231326 - 2320231309	\$12,829.84
CAPITAL OUTLAY	2320230889 - 2320231352	\$2,531.24
REAL PROPERTY ACQUISITION RES.	2320231323 - 2320231388	\$1,279.00
RECREATION CENTER	2320231325 - 2320231391	\$25,089.28
PPWA SINKING FUND	2320231304	\$29,489.17
PRYOR PUBLIC WORKS AUTHORITY	2320231400	\$1,250.00
E-911	2320231307	\$422.10
DONATIONS AND EARMARKED	2320231336 - 2320231411	\$42,252.60
EDTA	2320231397	\$5,000.00

TOTAL	\$171,796.23
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BLANKETS		
911440B	ADVANCE AUTO PARTS	\$2,000.00
TOTAL	\$2,000.00	

- d. Approve closure of South Adair Street from East Graham Avenue to S.E. 1st Street on December 9th, 2023, for the Pryor Creek Hometown Christmas from 9:30 a.m. until 5:30 p.m.
- e. Approve the donation of seventeen bicycles to local non-profit organization, Pryor Area Resource Alliance (PARA) to be provided to local children. These bicycles were awarded to the City of Pryor Creek as unclaimed property in CV-23-90 for donation purposes.
- f. Approve declaring surplus the following items from the Pryor Creek Police Department and listing on the PurpleWave Auction site for sale:
 1. 8'x20' White Cargo Trailer
 2. Jeep Winch - Serial #60612
- g. Approve a quote from Ranchers Pipe & Steel Corp. to replace the Liftmaster CSL24U commercial Slide Gate at the Emergency Service Building that was damaged on September 20th, 2023 in the amount of \$4,240.04 out of Police Maintenance Account #02-215-5091. Other quotes received: Oklahoma Custom Welding, \$5,500.00 and Pryor Overhead Door, \$5,720.00. An insurance claim was submitted and paid out \$3,220.00 which was deposited into Police Maintenance Account #02-215-5091 to be paid towards the cost of repair.
- h. Approve a bid from Kustom Kutts Lawn Care in the amount of \$2,500.00 for the abatement of a property at 144 N.W. 477 to be paid from Real Property Acquisition Reserve – Nuisance Abatement Account #46-465-5450. No other bids received.
- i. Approve a bid from Wade's Heavy Haul & Demolition for the demolition of a dilapidated structure at 14 N. Mayes in the amount of \$3,980.00 from Real Property Acquisitions Nuisance Abatement Account #46-465-5450. Other bid received: Tibbet's Trucking, \$5,000.00.
- j. Approve an expenditure in the amount of \$2,584.00 to Biblionix to renew the Apollo subscription for the Thomas J. Harrison Pryor Public Library to be paid from Library Supplies Account #02-221-5031. This is the software the library uses to manage patron accounts, checking materials in and out, and material inventory.
- k. Approve placing fuel tanks at the Pryor Creek Golf Course. Unleaded fuel tank will be placed near the clubhouse and the diesel fuel tank will be placed near the maintenance building.
- l. Approve an expenditure in the amount of \$3,330.00 to W-Jo's Equipment for an Orec Snow Bull to be paid from Street & Drainage FEMA Reimbursement Funds Account #14-145-5027.

- m. Approve an expenditure in the amount of \$4,100.00 to S & J Plumbing for emergency water leak repair at the Pryor Creek Recreation Center from Recreation Repair & Maintenance Account #84-845-5091. 0
- n. Approve an expenditure in the amount of \$5,400.00 to Homeland for 108 gift cards in the amount of \$50.00 each to show appreciation to City employees to be paid from the Christmas Employee Appreciation Account #02-201-5333.

Motion was made by Chitwood, second by Gonthier to approve the consent agenda less item h. Voting yes: Lamar, Shropshire, Bradshaw, Mileur, Chitwood, Gonthier and Smith. Voting no: none.

4h. Approve a bid from Kustom Kutts Lawn Care in the amount of \$2,500.00 for the abatement of a property at 144 N.W. 477 to be paid from Real Property Acquisition Reserve – Nuisance Abatement Account #46-465-5450. No other bids received.

Motion was made by Chitwood, second by Gonthier to approve a bid from Kustom Kutts Lawn Care in the amount of \$2,500.00 for the abatement of a property at 144 N.W. 477 to be paid from Real Property Acquisition Reserve – Nuisance Abatement Account #46-465-5450. No other bids received. Voting yes: Shropshire, Bradshaw, Mileur, Chitwood, Gonthier, Smith and Lamar. Voting no: none.

5. MAYOR’S REPORT

(These are items possibly requiring discussion and action.)

a. Discussion and possible action regarding approval of Application and Certificate for Payment #28 dated November 7th, 2023 to CMSWillowbrook, Inc. in the amount of \$29,489.17 from 2019 Bond Project Account #87-875-5426.

Motion was made by Chitwood, second by Shropshire to approve the Application and Certificate for Payment #28 dated November 7th, 2023 to CMSWillowbrook, Inc. in the amount of \$29,489.17 from 2019 Bond Project Account #87-875-5426. Motion was amended by Chitwood, second by Shropshire to table the item until later in the meeting. Voting yes: Bradshaw, Mileur, Chitwood, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

6. CITY ATTORNEY’S REPORT:

a. Possible Executive Session pursuant to 25 O.S. 307(B) (4) of the Oklahoma Open Meeting Act for the purpose of discussing a litigation action with City Attorney that would impair the ability of the public body to process the litigation if done in public.

Motion was made by Gonthier, second by Chitwood to enter Executive Session at 6:14 p.m. Voting yes: Mileur, Chitwood, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

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

No action. Regular session resumed at 6:55 p.m.

c. Possible action based on Executive Session pursuant to the Oklahoma Open Meeting Act for the purpose of discussion with City Attorney to advise Council of possible litigation action. (25 O.S. 307 (B) (4))

Motion was made by Gonthier, second by Mileur to take no action. Voting yes: Chitwood, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Mileur. Voting no: none.

Mayor moved back to the Mayor’s report.

5. MAYOR’S REPORT

(These are items possibly requiring discussion and action.)

a. Discussion and possible action regarding approval of Application and Certificate for Payment #28 dated November 7th, 2023 to CMSWillowbrook, Inc. in the amount of \$29,489.17 from 2019 Bond Project Account #87-875-5426.

Motion was made by Gonthier, second by Chitwood to approve the Application and Certificate for Payment #28 dated November 7th, 2023 to CMSWillowbrook, Inc. in the amount of \$29,489.17 from 2019 Bond Project Account #87-875-5426. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Mileur and Chitwood. Voting no: none.

Mayor moved back to City Attorney’s Report.

6. CITY ATTORNEY'S REPORT:

d. Discussion and possible action to accept the final plat for WB Pryor OK, LLC as listed in the attached legal and waive reading for the applicant: John Rogers with Crafton Tull representing WB Pryor OK, LLC.

Motion was made by Gonthier, second by Shropshire to approve the final plat for WB Pryor OK, LLC as listed in the attached legal and waive reading for the applicant: John Rogers with Crafton Tull representing WB Pryor OK, LLC. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Mileur, Chitwood and Gonthier. Voting no: none.

e. First reading of an Ordinance Pertaining to the Use of Automated License Plate Readers.

Motion was made by Chitwood, second by Lamar to waive the first reading of an Ordinance Pertaining to the Use of Automated License Plate Readers. Voting yes: Lamar, Shropshire, Bradshaw, Mileur, Chitwood and Smith. Voting no: Gonthier.

f. First reading of an Ordinance Pertaining to Oklahoma Medical Marijuana Administration (OMMA) Regulations.

Motion was made by Gonthier, second by Chitwood to waive the first reading of an Ordinance Pertaining to Oklahoma Medical Marijuana Administration (OMMA) Regulations. Voting yes: Shropshire, Bradshaw, Mileur, Chitwood, Gonthier, Smith and Lamar. Voting no: none.

g. First reading of an Ordinance Amending Title 5, Chapter 5 - Prevention of Youth Access to Tobacco and Vapor Products.

Motion was made by Gonthier, second by Chitwood to waive the first reading of an Ordinance Amending Title 5, Chapter 5 - Prevention of Youth Access to Tobacco and Vapor Products. Voting yes: Bradshaw, Mileur, Chitwood, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

h. Discussion and possible action regarding a Resolution removing a restriction on the original plat for the Ragsdale Addition.

Motion was made by Shropshire, second by Chitwood to approve a Resolution removing a restriction on the original plat for the Ragsdale Addition. Voting yes: Mileur, Chitwood, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

Mayor moved to the addendum.

ADDENDUM CITY COUNCIL MEETING DECEMBER 5TH, 2023 AT 6:00 P.M.

A1. Discussion and possible action to allow Street Department to hire Seth Jinks as an A Operator at Range D, Step 1.

Motion was made by Chitwood, second by Shropshire to approve the Street Department to hire Seth Jinks as an A Operator at Range D, Step 1. Voting yes: Chitwood, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Mileur. Voting no: none.

A2. Discussion and possible action to allow the Pryor Creek Police Department to purchase a 2021 Chevrolet Silverado 150 4WD Crew Cab, from Nissan of Muskogee for \$39,883.00 - \$14,883.00 to be paid from Drug Forfeiture Account #96-965-5555 and \$25,000.00 from Lightbar Donations Account #96-965-5528. This vehicle will be used as a detective vehicle. Other bids received for similar vehicles were Four Stars Dodge, \$40,877.00 and McLarty Daniel Chrysler, \$40,992.00.

Motion was made by Shropshire, second by Chitwood to approve the Pryor Creek Police Department to purchase a 2021 Chevrolet Silverado 150 4WD Crew Cab, from Nissan of Muskogee for \$39,883.00 - \$14,883.00 to be paid from Drug Forfeiture Account #96-965-5555 and \$25,000.00 from Lightbar Donations Account #96-965-5528. This vehicle will be used as a detective vehicle. Other bids received for similar vehicles were Four Stars Dodge, \$40,877.00 and McLarty Daniel Chrysler, \$40,992.00. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Mileur and Chitwood. Abstaining, counting as a no vote: Gonthier. Voting no: none.

Mayor moved back to the regular agenda.

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, December 12th.

b. Ordinance and Insurance

Gonthier reported that the next regular meeting will be Tuesday, January 30th, 2024.

c. Street

Mileur reported that the next meeting will be Tuesday, December 26th.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:20 p.m.

2. APPROVE MINUTES OF NOVEMBER 21ST, 2023 MEETING.

Motion was made by Chitwood, second by Gonthier to approve the minutes of the November 21st, 2023 meeting. Voting yes: Lamar, Shropshire, Bradshaw, Mileur, Chitwood, 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 Chitwood, second by Gonthier to adjourn. Voting yes: Shropshire, Bradshaw, Mileur, Chitwood, 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
