

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MARCH 5TH, 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 6:01 p.m. The Prayer and Pledge of Allegiance were led by Terry Lamar. Roll Call was conducted by City Clerk Courtney Davis. Council members present included Terry Lamar, Choya Shropshire, Lori Bradshaw, Travis Mileur, Randy Chitwood, 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, Mike Moore, Frank Powell, Buddy Glenn, Dennis Bowman and Cari Rerat.

Others present: Gilbert Graybill, Autumn Graybill, Angela Smith, Kemmie Shropshire, Ginger Upshaw, Martin Miller, Nena Roberts, Marshal Morrison, Adam Anderson, Drew Stott, Tyler Brown, Kenneth Brashears 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

Young reported that his department is doing well handling an increase in calls although they are needing more volunteer firefighters. He stated that they are reviewing their administrative procedures to better service the full district.

d. Golf

Bowman reported that his department is preparing for the mowing season. He also stated that they have many upcoming tournaments.

e. Library

Rerat provided statistics showing that Library demand has slightly increased since last month. She reported that Thunderbird students have resumed making regular visits as a group. She also stated that they are preparing for an escape room and a fundraiser in April as well as the Summer reading program later this year. She stated that the Library is currently short one staff member and she believes two more will be leaving soon.

f. Parks / Cemetery

Powell reported that they are working to prepare the skate park. He stated that they are also preparing to open splash pad and bathrooms. Powell also stated that the park is doing well for staff but the Cemetery will be short one employee in June and they will be needing temporary employees to get through the summer.

g. Police / Animal Shelter

Cantrell reported that there were 1,673 calls, 700 traffic stops and 202 citations written in February. He stated that Citizen's Police Academy has begun its second class. Cantrell also reported that they collected \$43,000.00 through the firearms auction.

Cantrell stated that they are down two officers and expect to lose several more to transfers or retirement. He explained that new officers can take up to a year to be hired on and fully trained for the position.

Sams-Benham reported that the shelter took in 52 animals last month and had 52 outgoing animals. She also reported that they are working to start some repairs on the fence and the kitchen area.

h. Recreation Center

Moore reported that they have replaced two HVAC units and the pool pump motor. He stated that they have hosted 144 public pool parties and 52 private pool parties. He also stated that they are now offering a line dancing class and will be hosting a volleyball skills camp in April. Moore reported that they will need to replace some temporary employees soon.

i. Street

Glenn reported that they have been working on many asphalt repairs around the city, including areas of South Adair, NW 5th, Graham and NE 3rd. He stated that they have dipped around 1,600 feet of ditches and replaced a drain pipe at SE 8th and Adair. He also reported that they continue to work on repairs to the street sweeper.

Glenn stated that his department currently has ten employees but he will be needing help with the expected increase in workload following the annexation and the additional highway maintenance the state has left to the City.

j. City Clerk

Davis reported that financials for January were closed today. She stated that her office staff are working hard to cover shortages but she is in need of two employees, including one to fill the vacant deputy court clerk position. She also stated that she is working to improve processes for community development and financial reports.

Davis also reported that new technologies are being integrated with the city. She stated she is working with the Police Department to implement digitickets and has distributed new tablets to Council members.

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 February 20th, 2024 Council meeting.
- b. Approve payroll purchase orders through March 15th, 2024.
- c. Approve claims for purchase orders through March 5th, 2024.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	2320232155 - 911377B	\$55,141.69
STREET & DRAINAGE	2320232154 - 2320232100	\$10,820.57
GOLF COURSE	2320232046 - 2320232139	\$17,966.35
CAPITAL OUTLAY	2320232081	\$285.64
REAL PROPERTY ACQUISITION RES.	2320232085	\$1,225.00
RECREATION CENTER	2320232057 - 2320232102	\$25,034.72
E-911	2320232069	\$422.42
DONATIONS AND EARMARKED	2320231548 - 2320231671	\$1,669.76
EDTA	2320232140 - 2320232150	\$5,420.00
TOTAL		\$117,986.15
BLANKETS		
911444B	HARRELL'S	\$10,000.00
911445B	PRYOR ASPHALT LLC	\$10,000.00
911446B	C & R OIL CO	\$10,000.00
TOTAL		\$30,000.00

- d. Approve granting permission to Mayes County HOPE for the beer and wine tent on Recreation Center property for DAM J.A.M. event September 7th, 2024.
- e. Approve an expenditure in the amount of \$4,197.00 to B&H Photo-Video for the purchase of cameras, microphones and power supplies to be paid from Clerk

Capital Outlay Account #44-445-5417 (Current balance - \$57,599.35). This is a sole source supplier and the purchase will be reimbursed with grant funds.

- f. Approve Mayor to sign a contract with OneNet for Library internet services at the quoted price of \$640.00 per month with 100 mbps as is in the best interest of the City. This contract is contingent upon successful E-Rate funding, which will cover the monthly cost. Other bids received: Starlink for \$140.00 per month at 40 gb, EM3 for \$395 per month at 100 mbps and Vyve for \$399 per month for 100 mbps.
- g. Approve transferring \$150,000.00 from Fund 68 (Current balance - \$341,815.56) to Street Asphalt Overlay Account #14-145-5410 as approved on May 16th, 2023 to fund a portion of the alleyway surfacing project as proposed in the 2023 Street Rehabilitation Project Plan.
- h. Approve signing contract to change the Golf Course Green Fee Structure to Dynamic Pricing through Sagacity Golf.
- i. Approve an expenditure in the amount of \$1,408.20 to Falco Alarm Systems of Tulsa for a new security system in the Pro Shop and Maintenance Building to be paid from Golf Utilities Account #41-415-5051 (Current balance unavailable). The cellular monitoring agreement will be an additional \$29.95 per month for each system.
- j. Approve signing a cellular monitoring agreement with Falco Alarm Systems of Tulsa in the amount of \$59.90 per month to be paid from Golf Utilities Account #41-415-5051 (Current balance unavailable).
- k. Approve an expenditure not to exceed \$39,543.00 to Bill Knight Ford for a 2023 Ford F150 with a 53b receiver hitch and wire and tow hooks to be paid from Golf Capital Outlay Account #41-415-5417 (Current balance - \$47,475.77).
- l. Approve an expenditure in the amount of \$4,300.00 to West Coast Turf for Dominator Bentgrass sod to be paid from Golf Repair and Maintenance Account #41-415-5092 (Current balance - \$22,832.09).

Motion was made by Chitwood, second by Gonthier to approve the consent agenda less items f, h, i, j and k. Voting yes: Lamar, Shropshire, Bradshaw, Mileur, Chitwood, Tramel, Gonthier and Smith. Voting no: none.

4f. Approve Mayor to sign a contract with OneNet for Library internet services at the quoted price of \$640.00 per month with 100 mbps as is in the best interest of the City. This contract is contingent upon successful E-Rate funding, which will cover the monthly cost. Other bids received: Starlink for \$140.00 per month at 40 gb, EM3 for \$395 per month at 100 mbps and Vyve for \$399 per month for 100 mbps.

Motion was made by Gonthier, second by Chitwood to approve Mayor to sign a contract with OneNet for Library internet services at the quoted price of \$640.00 per month with 100 mbps as is in the best interest of the City. This contract is contingent upon successful E-Rate funding, which will cover the monthly cost. Other bids received: Starlink for \$140.00 per month at 40 gb, EM3 for \$395 per month at 100 mbps and Vyve for \$399 per month for 100 mbps. Voting yes: Shropshire, Bradshaw, Mileur, Chitwood, Tramel, Gonthier, Smith and Lamar. Voting no: none.

4h. Approve signing contract to change the Golf Course Green Fee Structure to Dynamic Pricing through Sagacity Golf.

Motion was made by Shropshire, second by Chitwood to approve signing a contract to change the Golf Course Green Fee Structure to Dynamic Pricing through Sagacity Golf. Voting yes: Bradshaw, Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

4i. Approve an expenditure in the amount of \$1,408.20 to Falco Alarm Systems of Tulsa for a new security system in the Pro Shop and Maintenance Building to be paid from Golf Utilities Account #41-415-5051 (Current balance unavailable). The cellular monitoring agreement will be an additional \$29.95 per month for each system.

Motion was made by Chitwood, second by Shropshire to approve an expenditure in the amount of \$1,408.20 to Falco Alarm Systems of Tulsa for a new security system in the Pro Shop and Maintenance Building to be paid from Golf Utilities Account #41-415-5051 (Current balance unavailable). The cellular monitoring agreement will be an additional \$29.95 per month for each

system. A new motion was made by Shropshire with no second to table the item. Motion was amended by Shropshire, second by Chitwood to approve the item to be paid from Golf Repair & Maintenance Account #41-415-5092. Voting yes: Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

4j. Approve signing a cellular monitoring agreement with Falco Alarm Systems of Tulsa in the amount of \$59.90 per month to be paid from Golf Utilities Account #41-415-5051 (Current balance unavailable).

Motion was made by Shropshire, second by Chitwood to approve signing a cellular monitoring agreement with Falco Alarm Systems of Tulsa in the amount of \$59.90 per month to be paid from Golf Utilities Account #41-415-5051 (Current balance unavailable). Motion amended by Shropshire, second by Chitwood to approve the item to be paid from Golf Repair & Maintenance Account #41-415-5092. Voting yes: Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Mileur. Voting no: none.

4k. Approve an expenditure not to exceed \$39,543.00 to Bill Knight Ford for a 2023 Ford F150 with a 53b receiver hitch and wire and tow hooks to be paid from Golf Capital Outlay Account #41-415-5417 (Current balance - \$47,475.77).

Motion was made by Chitwood, second by Mileur to approve an expenditure not to exceed \$39,543.00 to Bill Knight Ford for a 2023 Ford F150 with a 53b receiver hitch and wire and tow hooks to be paid from Golf Capital Outlay Account #41-415-5417 (Current balance - \$47,475.77). Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Mileur and Chitwood. Voting no: none.

5. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

a. Discussion and possible action to accept a bid for the demolition of 6 N Bailey from Wade's Heavy Haul & Demolition in the amount of \$5,250.00 in the best interest of the city. Two other bids were received from Tibbets Trucking, LLC in the amount of \$7,000.00 and Ball Construction, LLC in the amount of \$15,844.00.

Motion was made by Gonthier, second by Chitwood to accept a bid for the demolition of 6 N Bailey from Wade's Heavy Haul & Demolition in the amount of \$5,250.00 in the best interest of the city. Two other bids were received from Tibbets Trucking, LLC in the amount of \$7,000.00 and Ball Construction, LLC in the amount of \$15,844.00. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Mileur, Chitwood and Tramel. Voting no: none.

b. Discussion regarding an update on the application for the \$500,000.00 USDA Rural Business Development Grant to revitalize the Graham Community Kitchen.

No action taken. Doyle reported that the application for the \$500,000.00 USDA Rural Business Development Grant to revitalize the Graham Community Kitchen has been submitted.

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 confidential communications with attorney regarding potential filing of or response to a declaratory judgment action.

Motion was made by Gonthier, second by Chitwood to enter into Executive Session at 7:29 p.m. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Mileur, Chitwood, Tramel and Gonthier. Voting no: none.

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

Motion was made by Mileur, second by Chitwood to exit Executive Session at 8:12 p.m. Voting yes: Lamar, Shropshire, Bradshaw, Mileur, Chitwood, Tramel, Gonthier and Smith. 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 with attorney regarding potential filing of or response to a declaratory judgment action.

Motion was made by Chitwood, second by Lamar to approve taking 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 with attorney regarding potential filing of or response to a

declaratory judgment action. Voting yes: Shropshire, Bradshaw, Mileur, Chitwood, Tramel, Gonthier, Smith and Lamar. Voting no: none.

Mayor moved to the addendum.

**ADDENDUM
CITY COUNCIL MEETING
MARCH 5TH, 2024 AT 6:00 P.M.**

A1. Possible Executive Session pursuant to 25 O.S. 307(B) (4) of the Oklahoma Open Meeting Act for the purpose of confidential communications with attorney regarding settlement offer on police grievance and arbitration status.

Motion was made by Shropshire, second by Chitwood to enter Executive Session at 8:14 p.m. Voting yes: Bradshaw, Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

A2. Consider resuming regular session. No action taken during Executive Session.

Motion was made by Shropshire, second by Gonthier to exit Executive Session at 8:50 p.m. Voting yes: Mileur, Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire and Bradshaw. Voting no: none.

A3. Possible action based on Executive Session pursuant to 25 O.S. 307(B) (4) of the Oklahoma Open Meeting Act for the purpose of confidential communications with attorney regarding settlement offer on police grievance and arbitration status.

Motion was made by Gonthier, second by Chitwood to approve taking action based on Executive Session pursuant to 25 O.S. 307(B) (4) of the Oklahoma Open Meeting Act for the purpose of confidential communications with attorney regarding settlement offer on police grievance and arbitration status. Voting yes: none. Voting no: Chitwood, Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw and Mileur.

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, March 12th.

b. Ordinance and Insurance

Gonthier reported that there is no regular meeting scheduled.

c. Street

Mileur reported that the next meeting will be Tuesday, March 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 Gonthier, second by Shropshire to adjourn. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Bradshaw, Mileur and Chitwood. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 8:52 p.m.

2. APPROVE MINUTES OF FEBRUARY 20TH, 2024 MEETING.

Motion was made by Chitwood, second by Gonthier to approve the minutes of the February 20th, 2024 meeting. Voting yes: Gonthier, Smith, Lamar, Shropshire, Bradshaw, Mileur, Chitwood and Tramel. 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 Chitwood to adjourn. Voting yes: Smith, Lamar, Shropshire, Bradshaw, Mileur, Chitwood, Tramel and Gonthier. Voting no: none.

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

MINUTES WRITTEN BY CITY CLERK COURTNEY DAVIS

