

**MINUTES
BUDGET/PERSONNEL
REGULAR MEETING
TUESDAY, APRIL 14TH, 2015
5:30 P.M.**

THE BUDGET / PERSONNEL COMMITTEE MET IN REGULAR SESSION IN THE COUNCIL CHAMBER AT 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

Committee Members: **Greg Rosamond, Drew Stott, Randy Chitwood and Roger Willcutt (alternate)

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:30 p.m. by Chairman Greg Rosamond. Members present: Greg Rosamond, Drew Stott, Roger Willcutt. Members absent: Randy Chitwood.

Others present: Mayor Jimmy Tramel, Police Chief Dennis Nichols, Police Captain Steve Lemmings, Assistant Fire Chief B.K. Young, Library Director Susan Newberry, City Clerk Eva Smith, Recreation Center Director Laura Holloway.

2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE MARCH 10TH, 2015 REGULAR MEETING.

Motion was made by Stott, second by Willcutt to approve the minutes of the March 10th, 2015 regular meeting. All voted yes.

3. MAYOR'S REPORT:

a. TAX REPORTS.

Mayor Tramel compared the Sales Tax and Use Tax amounts from last year at this time. He stated the Sales Tax is down \$8,000.00 compared to last year however it is on track to rise to the \$8 million mark. He discussed the Use Tax has not been moved yet and he is working on a plan to utilize the funds properly as the City begins to wean off. He made it very clear the City has to figure out a way to do away with the Use Tax reliance and create a new revenue source. The panel requested the Mayor research the shortfall from last November and report back to them at the next meeting. Mayor is to contact Dave Frances.

b. OTHERS.

Mayor Tramel spoke about the Budget Status. He reported 64.8 percent of the Budget has been spent as of March 2015. Mayor expects to see the .5 reimbursement from the State the beginning of the next Fiscal Year. (July 2015)

4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE INCREASING ALL RED CROSS CERTIFIED LIFEGUARDS TO \$8.50 PER HOUR THROUGH PEOPLELINK EFFECTIVE MAY 1ST, 2015. (PEOPLELINK BILL RATE OF \$11.22)

Motion was made by Willcutt, second by Stott to approve increasing all Red Cross Certified Lifeguards to \$8.50 per hour through PeopleLink effective May 1st, 2015. (PeopleLink bill Rate of \$11.22) All voted yes.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE HIRING JESSIE PHILPOT AS MANAGER FOR THE PRYOR PUBLIC POOL AT \$11.00 PER HOUR THROUGH PEOPLELINK WITH EFFECTIVE DATE TO BE DETERMINED. (PEOPLELINK BILL RATE OF \$14.52)

Motion was made by Willcutt, second by Stott to approve hiring Jessie Philpot as Manager for the Pryor Public Pool at \$11.00 per hour through PeopleLink with effective date to be determined. (PeopleLink bill rate of \$14.52) All voted yes.

- 6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE SUNBELT POOLS QUOTE FOR ONE (1) HANOVIA UV LIGHT UNIT PMD200E1/W INCLUDING PARTS AND SERVICE IN THE AMOUNT OF \$4,792.31 FROM RECREATION CENTER AQUATICS REPAIR AND MAINTENANCE ACCOUNT # 84-846-5091. (OTHER QUOTES RECEIVED: R & K AQUATIC SERVICES - \$ 5,194.95, AQUATIC RESOURCES INC. - \$5,057.00)**

Motion was made by Stott, second by Willcutt to approve Sunbelt Pools as low quote with adjustment of tax status to exempt and to include the warranty information at the next Council meeting, for one (1) Hanovia UV light unit PMD200E1/W including parts and service in the amount of \$4,792.31 from Recreation Center Aquatics Repair and Maintenance Account # 84-846-5091. (Other quotes received: R & K Aquatic Services - \$ 5,194.95, Aquatic Resources, Inc. - \$5,057.00) All voted yes.

- 7. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE \$3,000.00 CONTRIBUTION TO MAYES COUNTY FOR SHARED USE OF THEIR PICTOMETRY DATA TO BE USED FOR MAPPING TOOL.**

Motion was made by Stott, second by Willcutt to table until the next meeting. All voted yes.

- 8. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE PURCHASE OF ARCGIS FOR ONE (1) DESKTOP BASIC SINGLE USE LICENSE AT \$1,500.00 OR ONE (1) DESKTOP BASIC CONCURRENT USE LICENSE AT \$3,500.00 FOR GIS MAPPING SOFTWARE FROM ESRI (ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.) AS SOLE SOURCE SUPPLIER. (ANNUAL MAINTENANCE NOT INCLUDED.)**

Motion was made by Rosamond, second by Stott to table until the next meeting. All voted yes.

- 9. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE MODIFICATIONS TO THE CITY OF PRYOR CREEK POLICY AND PROCEDURE MANUAL SECTION 19-4 AS PRESENTED.**

There was no action on this item.

- 10. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE REPLACEMENT OF ATTACHMENT 9 - CITY OF PRYOR CREEK REQUEST FOR LEAVE FORM.**

There was no action on this item.

- 11. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE ATTACHMENT 19 - CITY OF PRYOR CREEK – LEAVE REQUEST FORM TO BE ADDED TO THE CITY OF PRYOR CREEK POLICY AND PROCEDURE MANUAL.**

There was no action on this item.

- 12. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE THE TIME ADJUSTMENT REQUEST FORM TO BE ADDED TO THE CITY OF PRYOR CREEK POLICY AND PROCEDURE MANUAL.**

There was no action on this item.

13. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE ONENET AS SOLE SOURCE FOR INTERNET ACCESS AT \$27,600.00 FOR 100MB. 80 PERCENT TO BE FUNDED BY USAC (AKA E-RATE) AND 20% TO BE PAID BY THE OKLAHOMA CORPORATION COMMISSION FOR THE PRYOR PUBLIC LIBRARY.

Motion was made by Willcutt, second by Stott to recommend Council action to approve OneNet as sole source for Internet Access at \$27,600.00 for 100mb. 80 percent to be funded by USAC (AKA E-Rate) and 20% to be paid by the Oklahoma Corporation Commission for the Pryor Public Library. All voted yes.

14. Discuss, possibly recommend Council action to approve Internal Connections (USAC Form 471 Priority 2) quote from United Systems in the amount of \$21,981.73 for the Pryor Public Library. (Other quotes received: Heartland Technology Solutions - \$22,841.00, AGES Computers - \$16,915.23, Peak Uptime - \$57,324.42) The City of Pryor Creek will be responsible for the remaining 20 percent after USAC discounted rate of 80 percent. (\$4,396.35)

Motion was made by Stott, second by Willcutt to recommend Council action to approve Internal Connections (USAC Form 471 Priority 2) quote from United Systems as best bid in the amount of \$21,981.73 for the Pryor Public Library contingent upon consultation with the City Attorney and City Accountant. (Other quotes received: Heartland Technology Solutions - \$22,841.00, AGES Computers - \$16,915.23, Peak Uptime - \$57,324.42) The City of Pryor Creek will be responsible for the remaining 20 percent after USAC discounted rate of 80 percent. (\$4,396.35) All voted yes.

15. PETITIONS FROM THE AUDIENCE.

There were no petitions presented.

16. UNFORESEEABLE BUSINESS. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING AGENDA.)

There was no unforeseeable business presented.

17. ADJOURN.

Motion was made by Willcutt, second by Stott to adjourn at 6:40 p.m. All voted yes.