

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JANUARY 6, 2015 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. Notice was also faxed to *The Paper* and *The Times* newspapers and delivered to the Council members.

1. CALL TO ORDER / PRAYER / PLEDGE OF ALLEGIANCE/ ROLL CALL.

Mayor Jimmy Tramel called the meeting to order at 6:00 p.m. The Prayer and the Pledge of Allegiance were conducted by Houston Brittain. Roll call was conducted by City Clerk Eva Smith. Council members present included: Roger Willcutt, Dennis Olson, Leonard Barnes, Houston Brittain, Greg Rosamond, Randy Chitwood, Ryan Rains and Drew Stott. Council members absent: None.

Department Heads and other City Officials present were: City Attorney K. Ellis Ritchie, Police Chief Dennis Nichols, Assistant Police Chief Derek Melton, Fire Chief Tim Thompson, Assistant Fire Chief B.K. Young, Building Inspector / Code Enforcer Doug Moore, Recreation Center Director Laura Holloway.

Others present: Planning and Zoning Member Yolanda Thompson, Planning and Zoning Board of Adjustment Member Travis Noland.

**2. PETITIONS FROM THE AUDIENCE.
(LIMITED TO 5 MINUTES)**

There were no petitions presented.

3. MAYOR'S REPORT:

Mayor Tramel acknowledged Leonard Barnes' 88th Birthday and announced the "Meet the Candidate Forum" on Tuesday, January 12th, 2015 at 6:30 p.m. at the Graham Community Banquet Hall.

4. CITY ATTORNEY'S REPORT:

There was no report given by the City Attorney.

5. DISCUSS, POSSIBLY ACT ON CONSENT AGENDA.

(ITEMS DEEMED NON-CONTROVERSIAL AND ROUTINE IN NATURE TO BE APPROVED BY ONE MOTION WITHOUT DISCUSSION. ANY COUNCIL MEMBER WISHING TO DISCUSS AN ITEM MAY REQUEST IT BE REMOVED AND PLACED ON THE REGULAR AGENDA.)

- a. Approve minutes of December 16th, 2014 Council meeting.
- b. Approve payroll purchase orders through January 16th, 2015.
- c. Approve claims for purchase orders through January 6th, 2015.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1420141551 - 1420141550	\$ 65,749.73
STREET & DRAINAGE	1420141550 - 910606B	166,123.70
GOLF	1420141491 - 1420141487	10,143.34
CAPITAL OUTLAY	1420141504 - 1420141494	6,761.85
REAL PROPERTY	1420141522	15,000.00
HOTEL / MOTEL	1420141468	6,758.10
RECREATION CENTER	1420141502 -1420141550	32,213.56
E-911	910575B	910.62
CDBG	1420141469	1,640.00
DONATIONS	1420141462	\$ 38.56
	TOTAL	\$ 305,339.46
<u>NEW BLANKET PURCHASE ORDER</u>		
910609B	CHOUTEAU LIME CO INC	\$ 8,000.00
	TOTAL	\$ 8,000.00

- d. Acknowledge receipt of deficient purchase orders.

DEFICIENT PURCHASE ORDERS

<i>PO #</i>	<i>INVOICE #</i>	<i>VENDOR</i>	<i>AMOUNT</i>	<i>REASON FOR DEFICIENCY</i>	<i>ISSUING DEPARTMENT</i>
1420141442	152181	Door Controls of OK	\$569.80	ORDERED WITHOUT PO	Recreation Center
1420141438	07 208285	Farm Plan	\$651.22	ORDERED WITHOUT PO	Recreation Center
1420141469	T598677	Terracon	\$1,640.00	ORDERED WITHOUT PO	Street Department
1420141501	2014746	Tack Designs, LLC	\$520.85	ORDERED WITHOUT	Recreation Center

- e. Acknowledge City of Pryor Creek as designated Certified Healthy Community and has earned the **MERIT** certification.
- f. Approve resignation of John Neal from the Pryor Creek Recreation Center Seat #3, term expiring 8/31/2017.
- g. Approve expenditure of \$3,808.00 to ISC (InterTribal Software Cnslts, Inc.) for Laserfiche Renewal Support and Maintenance Assurance for Period 2/17/2015 – 02/17/2016 as follows: \$1,904.00 from General Software (Acct. #02-201-5260), \$952.00 from Library Imaging (Acct. #02-221-5037) and \$952.00 from 911 Operating Supplies (Acct. #91-915-5032).
- h. Approve expenditure of \$156,489.80 to Paragon Contractors, LLC for Application and Certificate for Payment – APP # 1 for the 2014 Street Rehabilitation Project.
- i. Approve replacement of wood bridge at Centennial Park with concrete low water crossing and handrail with estimated costs of less than \$2,500.00 for materials.
- j. Approve expenditure of \$1,895.00 to S & J Plumbing as low bidder for the installation of commercial 75 gallon gas water heater, repair leaks on existing waterlines going to the water heater and repair of ADA stool in the East bathroom from General Repair and Maintenance (Acct. #02-201-5091). Other bids received: Armontrout Plumbing - \$3,000.00 and Four Feathers Plumbing - \$3,630.40.
- k. Approve expenditure of \$3,159.00 to Digi Surveillance Systems as sole source for replacement of existing Pool cameras with 3MP Vandal dome cameras for the Recreation Center from Aquatics Repair and Maintenance (Acct. #84-846-8091).

Motion was made by Brittain, second by Barnes to approve items a-k less items e, f, h, j, k. Motion and second were amended to approve items a-k less items e, f, h, i, j, k. Voting yes: Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood, Rains, Stott. Voting no: none.

e. ACKNOWLEDGE CITY OF PRYOR CREEK AS DESIGNATED CERTIFIED HEALTHY COMMUNITY AND HAS EARNED THE MERIT CERTIFICATION.

Motion was made by Rosamond, second by Chitwood to approve the City of Pryor Creek as designated Certified Healthy Community and has earned the **MERIT** Certification. Mayor Tramel thanked the Hope Coalition and Doug Moore. Voting yes: Olson, Barnes, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt. Voting no: none.

f. APPROVE RESIGNATION OF JOHN NEAL FROM THE PRYOR CREEK RECREATION CENTER SEAT #3, TERM EXPIRING 8/31/2017.

Motion was made by Chitwood, second by Brittain to approve resignation of John Neal from the Pryor Creek Recreation Center Seat #3, term expiring 8/31/2017. Neal will be moving closer to his children. Mayor thanked John Neal for his service. Voting yes: Barnes, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Olson. Voting no: none.

h. APPROVE EXPENDITURE OF \$156,489.80 TO PARAGON CONTRACTORS, LLC FOR APPLICATION AND CERTIFICATE FOR PAYMENT – APP # 1 FOR THE 2014 STREET REHABILITATION PROJECT.

Motion was made by Rosamond, second by Barnes to approve expenditure of \$156,489.80 to Paragon Contractors, LLC for Application and Certificate for Payment – APP # 1 for the 2014 Street Rehabilitation Project. Voting yes: Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Olson, Barnes. Voting no: none.

i. APPROVE REPLACEMENT OF WOOD BRIDGE AT CENTENNIAL PARK WITH CONCRETE LOW WATER CROSSING AND HANDRAIL WITH ESTIMATED COSTS OF LESS THAN \$2,500.00 FOR MATERIALS.

Motion was made by Chitwood, second by Rosamond to approve replacement of wood bridge at Centennial Park with concrete low water crossing and handrail with estimated costs of less than \$2,500.00 for materials. Motion and second were rescinded. No action was taken. This item will go back to the Park Board.

j. APPROVE EXPENDITURE OF \$1,895.00 TO S & J PLUMBING AS LOW BIDDER FOR THE INSTALLATION OF COMMERCIAL 75 GALLON GAS WATER HEATER, REPAIR LEAKS ON EXISTING WATERLINES GOING TO THE WATER HEATER AND REPAIR OF ADA STOOL IN THE EAST BATHROOM FROM GENERAL REPAIR AND MAINTENANCE (ACCT. #02-

201-5091). OTHER BIDS RECEIVED: ARMONTROUT PLUMBING - \$3,000.00 AND FOUR FEATHERS PLUMBING - \$3,630.40.

Motion was made by Stott, second by Willcutt to approve expenditure of \$1,895.00 to S & J Plumbing as low bidder for the installation of commercial 75 gallon gas water heater, repair leaks on existing waterlines going to the water heater and repair of ADA stool in the East bathroom of the Graham Community Building from General Repair and Maintenance (Acct. #02-201-5091). Other bids received: Armontrout Plumbing - \$3,000.00 and Four Feathers Plumbing - \$3,630.40. Voting yes: Rosamond, Chitwood, Rains, Stott, Willcutt, Olson, Barnes, Brittain. Voting no: none.

k. APPROVE EXPENDITURE OF \$3,159.00 TO DIGI SURVEILLANCE SYSTEMS AS SOLE SOURCE FOR REPLACEMENT OF EXISTING POOL CAMERAS WITH 3MP VANDAL DOME CAMERAS FOR THE RECREATION CENTER FROM AQUATICS REPAIR AND MAINTENANCE (ACCT. #84-846-8091).

Motion was made by Brittain, second by Barnes to declare Digi Surveillance as sole source for replacement of existing pool cameras with 3MP Vandal dome cameras for the Recreation Center from Aquatics Repair and Maintenance (Acct. #84-846-8091). Voting yes: Chitwood, Rains, Stott, Willcutt, Olson, Barnes, Brittain, Rosamond. Voting no: none.

Motion was made by Chitwood, second by Rosamond to approve expenditure of \$3,159.00 to Digi Surveillance Systems as sole source for replacement of existing Pool cameras with 3MP Vandal dome cameras for the Recreation Center from Aquatics Repair and Maintenance (Acct. #84-846-8091). Voting yes: Rains, Stott, Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood. Voting: none.

6. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND)

Rosamond reported that the Budget / Personnel Committee will meet next week.

b. ORDINANCE / INSURANCE (RAINS)

There was no report for the Ordinance / Insurance Committee.

c. STREET / MAINTENANCE GARAGE (BARNES)

There was no report for the Street / Maintenance Garage Committee. There was mention of ODOT's first scheduled project to begin late March or the first of April.

ADDENDUM

CITY COUNCIL MEETING

TUESDAY, JANUARY 6TH, 2015 AT 6:00 P.M.

1. DISCUSS, POSSIBLY ACT ON APPROVAL OF AN EXPENDITURE OF \$2,646.60 TO ECN (EMERGENCY COMMUNICATIONS NETWORK) FOR CODERED EXTENSION FOR 01/01/2015 – 12/31/2015.

Motion was made by Chitwood, second by Willcutt to approve of an expenditure of \$2,646.60 to ECN (Emergency Communications Network) for CodeRED extension for 01/01/2015 – 12/31/2015. Voting yes: Stott, Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood, Rains. Voting no: none.

2. DISCUSS, POSSIBLY ACT ON APPROVAL TO ACCEPT HIGH BID OF \$3,550.00 FOR THE 1998 F925 JOHN DEERE 72" FRONT DECK MOWER WITH CANOPY FROM JOSH CAGLE AND NICKIE PORTER. OTHER BID RECEIVED: DANNY HAUENSTEIN - \$527.00.

Motion was made by Chitwood, second by Barnes to approve to accept high bid of \$3,550.00 for the 1998 F925 John Deere 72" front deck mower with canopy from Josh Cagle and Nickie Porter. Other bid received: Danny Hauenstein - \$527.00. Voting yes: Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood, Rains, Stott. Voting no: none.

3. DISCUSS, POSSIBLY ACT ON APPROVAL TO ACCEPT HIGH BID OF \$1,004.00 FOR THE 1995 755 JOHN DEER 60" FRONT DECK MOWER WITH THREE POINT HITCH AND CANOPY FROM DANNY HAUENSTEIN. THIS WAS THE ONLY BID RECEIVED.

Motion was made by Willcutt, second by Brittain to approve to accept high bid of \$1,004.00 for the 1995 755 John Deer 60" front deck mower with three point hitch and canopy from Danny Hauenstein. This was the only bid received. Voting yes: Olson, Barnes, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt. Voting no: none.

7. UNFORESEEABLE BUSINESS.

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

No unforeseen business was presented.

8. ADJOURN.

Motion was made by Brittain, second by Barnes to adjourn. Voting yes: Barnes, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Olson. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the Pryor Public Works Authority meeting to order at 6:25 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF DECEMBER 16TH, 2014 MEETING.

Motion was made by Chitwood, second by Olson to approve minutes of December 16th, 2014 meeting. Voting yes: Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Olson, Barnes. Voting no: none.

3. APPROVE REAPPOINTMENT OF MAYOR JIMMY TRAMEL AS THE CITY'S REPRESENTATIVE TO THE GRAND GATEWAY BOARD OF DIRECTORS FOR 2015.

Motion was made by Stott, second by Rosamond to approve reappointment of Mayor Jimmy Tramel as the City's representative to the Grand Gateway Board of Directors for 2015. Voting yes: Rosamond, Chitwood, Rains, Stott, Willcutt, Olson, Barnes, Brittain. Voting no: none.

4. APPROVE REAPPOINTMENT OF DOUG MOORE AS THE CITY'S ALTERNATE REPRESENTATIVE TO THE GRAND GATEWAY BOARD OF DIRECTORS FOR 2015.

Motion was made by Stott, second by Brittain to approve reappointment of Doug Moore as the City's alternate representative to the Grand Gateway Board of Directors for 2015. Voting yes: Chitwood, Rains, Stott, Willcutt, Olson, Barnes, Brittain, Rosamond. Voting no: none.

5. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business presented.

6. ADJOURN.

Motion was made by Stott, second by Rosamond to adjourn from the Pryor Public Works Authority meeting. Voting yes: Rains, Stott, Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A CHAIRMAN JIMMY TRAMEL

MINUTES WRITTEN BY CITY CLERK / P.P.W.A SECRETARY EVA SMITH