

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, FEBRUARY 3RD, 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 Jimmy Tramel. 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, Assistant Police Chief Derek Melton, Fire Chief Tim Thompson, Assistant Fire Chief B.K. Young, Golf Director Dennis Bowman, Recreation Center Director Laura Holloway.

Others present: Police Captain Steve Lemmings, Police Officer Kevin Tramel, Pryor Area Chamber of Commerce Director Barbara Hawkins, Library Board Member Kathy LaValley, Chris Curnutt, Planning and Zoning Board of Adjustment Member and Planning and Zoning Chairman Mike Dunham, Planning and Zoning Member Yolanda Thompson, Melton's Heat and Air Owner Roger Melton, Patty, Larry, and Jordan Lenon, Jordan Madole.

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

There were no petitions from the audience.

3. MAYOR'S REPORT:

a. ACKNOWLEDGE JORDAN LENON AS MAYOR OF BIZ TOWN AS PRESENTED BY ROOSEVELT ELEMENTARY SCHOOL.

Mayor Tramel acknowledged Jordan Lenon as Mayor of Biz Town as presented by Roosevelt Elementary School.

b. ACKNOWLEDGE FEBRUARY 5TH, 2015 AS NATIONAL WEAR RED DAY TO BRING ATTENTION TO HEART DISEASE AS THE NUMBER ONE KILLER OF WOMEN. WE WOULD LIKE TO ENCOURAGE EVERYONE TO WEAR RED, RAISE THEIR VOICES, KNOW THEIR CARDIOVASCULAR DISEASE RISK AND TAKE ACTION TO LIVE LONGER, HEALTHIER LIVES.

Motion was made by Chitwood, second by Barnes to acknowledge February 5th, 2015 as National Wear Red Day to bring attention to heart disease as the number one killer of women. We would like to encourage everyone to wear red, raise their voices, know their cardiovascular disease risk and take action to live longer, healthier lives. Voting yes: Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood, Rains, Stott. Voting no: none.

4. CITY ATTORNEY'S REPORT:

City Attorney K. Ellis Ritchie reported on nuisances and abatement from the Public Hearing held Wednesday, January 28th, 2015 explaining the process and the outcome of the properties discussed.

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 January 20th, 2015 Council meeting.
- b. Approve payroll purchase orders through February 13th, 2015.
- c. Approve claims for purchase orders through February 3rd, 2015.

APPROVE PURCHASE ORDERS THROUGH FEBRUARY 3RD, 2015.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1420141777 - 1420141722	\$ 32,236.46
STREET & DRAINAGE	910542B - 1420141556	9,309.87
GOLF	1420141760 - 1420141759	7,583.09
CAPITAL OUTLAY	1420141719 - 1420141705	29,032.03
REAL PROPERTY	1420141439 - 1420141798	7,758.35
RECREATION CENTER	1420141723 - 1420141668	27,484.12
PPWA	1420141729 - 1420141730	4,200.00
E-911	1420141769 - 910575B	\$ 1,675.69
	TOTAL	\$ 119,279.61
	<u>NEW BLANKET PURCHASE ORDER</u>	
910613B	MUSKOGEE COMMUNICATIONS	\$ 40,000.00
	TOTAL	\$ 40,000.00

- d. Acknowledge receipt of deficient purchase orders.
No deficient purchase orders were presented.
- e. Approve authorizing the Mayor to sign renewal of ‘Agreement for the Sub-Grant of Emergency Management Performance Grant Program Funds’ through September 30th, 2015 to secure our jurisdiction with a paid Emergency Management Director.
- f. Approve expenditure of \$3,800.00 to Collins Electric for electrical upgrade for bathrooms at the Pryor Creek Golf Course as required by the U.S. Army Corp of Engineers. Other quotes received: Mid-America Electric, Inc. - \$3,995.00 and Electrical Services - \$5,500.00.
- g. Approve Mayor’s appointment of Cathy Gray to Pryor Creek Recreation Center Board Seat #3, term expiring 8/31/2017.
- h. Approve expenditure of \$14,925.00 to Air Care Services for air duct cleaning at the Pryor Creek Recreation Center for eleven (11) rooftop and one (1) split system that includes cleaning of the supply and return ducts, main runs, plenums, fans, blower housing ERV wheels and A/C coils, supply and return grills (excluding pool area) from Account #84-845-5091 (Recreation Center – Repair and Maintenance). Other quotes received: Breathe Easy - \$20,864.00 and Air Doctor - \$14,830.00.
- i. Approve hiring Jordan Madole to fill vacant Volunteer Firefighter position.
- j. Declare all Pryor Police Department body armor surplus as expired and beyond warranty.
- k. Approve disposing of all expired Pryor Police Department body armor by donation to Ten Four Ministries with a disclaimer from the City regarding the expiration of the vests’ warranties.

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

h. APPROVE EXPENDITURE OF \$14,925.00 TO AIR CARE SERVICES FOR AIR DUCT CLEANING AT THE PRYOR CREEK RECREATION CENTER FOR ELEVEN (11) ROOFTOP AND ONE (1) SPLIT SYSTEM THAT INCLUDES CLEANING OF THE SUPPLY AND RETURN DUCTS, MAIN RUNS, PLENUMS, FANS, BLOWER HOUSING ERV WHEELS AND A/C COILS, SUPPLY AND RETURN GRILLS (EXCLUDING POOL AREA) FROM ACCOUNT #84-845-5091 (RECREATION CENTER – REPAIR AND MAINTENANCE). OTHER QUOTES RECEIVED: BREATHE EASY - \$20,864.00 AND AIR DOCTOR - \$14,830.00.

Motion was made by Chitwood, second by Rosamond to approve in the best interest of the City expenditure of \$14,925.00 to Air Care Services for air duct cleaning at the Pryor Creek Recreation Center for eleven (11) rooftop and one (1) split system that includes cleaning of the supply and return ducts, main runs, plenums, fans, blower housing ERV wheels and A/C coils, supply and return grills (excluding pool area) from Account #84-845-5091 (Recreation Center – Repair and Maintenance). Other quotes received: Breathe Easy - \$20,864.00 and Air Doctor - \$14,830.00. The Motion was rescinded by Chitwood, second was rescinded by Rosamond. No action was taken.

k. APPROVE DISPOSING OF ALL EXPIRED PRYOR POLICE DEPARTMENT BODY ARMOR BY DONATION TO TEN FOUR MINISTRIES WITH A DISCLAIMER FROM THE CITY REGARDING THE EXPIRATION OF THE VESTS’ WARRANTIES.

Motion was made by Rosamond, second by Barnes to approve disposing of all expired Pryor Police Department body armor by donation to Ten Four Ministries with a disclaimer from the

City regarding the expiration of the vest's warranties. Voting yes: Barnes, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Olson. Voting no: none.

**ADDENDUM
CITY COUNCIL MEETING
TUESDAY, FEBRUARY 3RD, 2015 AT 6:00 P.M.**

1. DISCUSS, POSSIBLY ACT ON APPROVAL TO HIRE SHAWNNA BLEY TO FILL VACANT DISPATCHER POSITION AT THE POLICE DEPARTMENT EFFECTIVE AS SOON AS POSSIBLE. (RANGE D, STEP 1 - ANNUAL SALARY \$28,597.00).

Motion was made by Willcutt, second by Chitwood to approve to hire Shawna Bley to fill vacant Dispatcher position at the Police Department effective as soon as possible. (Range D, Step 1 - annual salary \$28,597.00). Voting yes: Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Olson, Barnes. Voting no: none.

2. DISCUSS, POSSIBLY ACT ON APPROVAL TO HIRE MARIA HARGES TO FILL VACANT ANIMAL CONTROL OFFICER POSITION EFFECTIVE AS SOON AS POSSIBLE. (RANGE A, STEP 1 - ANNUAL SALARY \$24,079.00).

Motion was made by Chitwood, second by Barnes to approve to hire Maria Harges to fill vacant Animal Control Officer position effective as soon as possible. (Range A, Step 1 - annual salary \$24,079.00). Voting yes: Rosamond, Chitwood, Rains, Stott, Willcutt, Olson, Barnes, Brittain. Voting no: none.

6. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND)

Rosamond stated that the regular Budget / Personnel Meeting will be held next week on February 10, 2015.

b. ORDINANCE / INSURANCE (RAINS)

There was no report for the Ordinance / Insurance Committee.

c. STREET / MAINTENANCE GARAGE (BARNES)

Barnes reported for the Street / Maintenance Garage Committee. He stated all asphalt streets have been asphalted and the final walk through will be done on the sidewalks. He said there will be a meeting the last Tuesday of this month.

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 Willcutt to adjourn. Voting yes: Chitwood, Rains, Stott, Willcutt, Olson, Barnes, Brittain, Rosamond. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the Pryor Public Works Authority meeting to order at 6:35 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF JANUARY 20TH, 2015 MEETING.

Motion was made by Stott, second by Rosamond to approve minutes of January 20th, 2015 meeting. Voting yes: Rains, Stott, Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood. Voting no: none.

3. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business presented.

4. ADJOURN.

Motion was made by Stott, second by Brittain to adjourn from the Pryor Public Works Authority meeting. Voting yes: Stott, Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood, Rains. 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
