

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MARCH 17TH, 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 Mayor Tramel. Roll call was conducted by Deputy Clerk Hannah Moore. 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, Fire Chief Tim Thompson, Assistant Fire Chief B.K. Young, Library Director Susan Newberry, Police Captain Steve Lemmings.

Others: Police Officer Dustin Van Horn, Mehlburger Brawley Engineer Steve Powell, Pryor Area Chamber of Commerce Director Barbara Hawkins, Planning and Zoning Member Yolanda Thompson, Structural Engineer John Weller.

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

There were no petitions from the audience.

3. MAYOR'S REPORT:

Mayor Tramel recognized April 1st, 2015 as "Get Out and Walk Day".

a. APPROVE ACCEPTANCE OF OKLAHOMA TOBACCO SETTLEMENT ENDOWMENT TRUST (TSET) GRANT IN THE AMOUNT OF \$50,000.00 FOR THE PURPOSE OF SUPPORTING IMPROVED HEALTH FOR CITIZENS OF PRYOR CREEK.

There was no action regarding the Oklahoma Tobacco Settlement Endowment Trust Grant.

Mayor Tramel introduced Mehlburger Brawley Engineer Steve Powell. Powell gave a report of the recent roof study of the Castle Theater Building (PYO). Powell presented the Council with a report and showed the audience a PowerPoint presentation of the findings. Powell stated that he believes the building is structurally sound and presented a cost estimate for the roof repair. He added that within the building the stage is in disrepair and the cost to repair is not included in this estimate. Powell also stated that he was aware of water coming up from below on the West end of the building and there is no floor or wall damage.

Mayor Tramel requested that Powell give the status of Main Street repair. Powell stated that per Trapper Parks of the Oklahoma Department of Transportation the street repair project will begin close to the first of April and run for an estimated 30 days. Powell stated that the City will need to rebid the striping for the parking and sidewalks for this project. He also recommended that a meeting be planned for the downtown merchants so they are well aware of this project and timeline.

Steve Powell stated the next Oklahoma Department of Transportation project for the City would be Highway 69/Mill North to 5th Street.

Mayor Tramel reminded the Council to prepare to submit their questions to the Architect of the Pocket Park by the next City Council meeting. The Architect will be joining the April 7th Council meeting via conference call.

Mayor Tramel stated the City is in need of lifeguards so the Pryor Public Pool can open and lifeguard certification classes will begin April 1st.

Councilman Stott asked about the Charter findings. Mayor Tramel stated that Kim Ritchie would need to prepare the findings.

4. CITY ATTORNEY’S REPORT:

There was no report.

5. DISCUSSION AND POSSIBLE ACTION CONCERNING CITY ATTORNEY’S RECOMMENDATION TO DENY TORT CLAIM DATED 8/15/2014 - MAVIS L. YATES.

Motion was made by Brittain, second by Barnes to accept the City Attorney’s recommendation to deny Tort Claim dated 8/15/2014 - Mavis L. Yates. Voting yes: Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood, Rains, Stott. Voting no: none.

6. 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 February 17th, 2015 and March 3rd, 2015 Council meeting.
- b. Approve payroll purchase orders through March 27th, 2015.
- c. Approve claims for purchase orders through March 17th, 2015.

APPROVE PURCHASE ORDERS THROUGH MARCH 17th, 2015.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1420142130 - 1420142094	\$ 133,299.31
STREET & DRAINAGE	1420142014 – 910606B	120,889.78
GOLF	1420142073 - 1420142079	7,827.36
CAPITAL OUTLAY	1420142066 – 910421B	8,089.21
RECREATION	1420142124 - 1420142024	16,799.79
E-911	910575B - 1420142033	994.97
DONATIONS	1420142105 - 1420142105	<u>\$ 141.00</u>
	TOTAL	\$ 288,041.42
<u>NEW BLANKET PURCHASE ORDER</u>		
910614B	PRYOR AUTOMOTIVE SUPPLY	\$ 1,000.00
910615B	C & R OIL	<u>\$ 15,000.00</u>
	TOTAL	\$ 16,000.00

- d. Acknowledge receipt of deficient purchase orders.
No deficient purchase orders were presented.
- e. Approve February Appropriations Request.

FEBRUARY 2015

FEE IN LIEU	\$ 21.14
STREET & DRAINAGE	\$ 135,541.63
CEMETERY CARE INTEREST	\$ 44.04
CEMETERY CARE FUND	\$ 3,035.00
GOLF COURSE CASH FUND	\$ 8,199.95
CAPITAL OUTLAY FUND	\$ 98,009.51
CAPITAL OUTLAY RESERVE	\$ 25.55
REAL PROPERTY ACQUISITION	\$ 250.74
HOTEL/MOTEL TAX	\$ 6,268.74
LIBRARY BUILDING FUND	\$ 6.00
GOB 2002-RECREATION CENT	\$ -
PPWA BOND PROCEEDS (86)	\$ -
PPWA SINKING FUNDS	\$ 99,154.60
PPWA BOND PROCEEDS (88)	\$ 2,665.46
RECREATION CENTER-CASH FUND	\$ 82,592.29
E-911	\$ 2,476.87
LIBRARY SPECIAL	\$ 184.00
SEIZURES	\$ 8.14
DONATIONS	\$ 2,028.70
COMMUNITY DEVELOPMENT BLOCK GRANT	<u>\$ 0.00</u>
TOTAL	\$ 440,512.36

- f. Approve reduced fee for the use of the Graham Community Hall on May 1st, 2nd and 3rd for the Pryor Junior High School Prom.

- g. Approve expenditure of \$3,000.00 to Overdrive for renewal of maintenance fee and future content purchases for participation in OK Virtual Library Consortium for the twelve (12) month period beginning November 2014 to October 2015 from Library – Non Book Materials (Account #02-221-5032).
- h. Approve expenditure in the amount of \$750.00 per year to be paid at a rate of \$187.50 per quarter to Rachel Sordahl for Safety Director.
- i. Approve expenditure of \$14,925.00 to Air Care Services for air-duct cleaning at the Pryor Recreation Center from Recreation Center – Repair and Maintenance (Account #84-845-5091). Other quotes received: Breathe-Easy \$20,864.00 and Air Doctor \$14,830.00.
- j. Approve resignation of Carl Stanglin as Reserve Officer from the Pryor Police Department effective March 9th, 2015.
- k. Approve expenditure in the amount of \$20,080.00 to Watch Guard for four (4) 4RE in-car camera systems from Capital Outlay – Police Equipment (Account #44-445-5424). Two cameras will be reimbursed with a JAG Grant that was previously approved.
- l. Approve expenditure in the amount of \$1,275.00 to Watch Guard for five (5) wireless camera kits and one (1) antenna from Capital Outlay – Police Equipment (Account #44-445-5424).
- m. Approve expenditure of \$22,500.00 to Land Plan Consultants for Pryor Bicycle / Pedestrian Master Plan.

Motion was made by Chitwood, second by Rosamond to approve b, c, d, e, f, g less items a, h-m. Voting yes: Olson, Barnes, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt. Voting no: none.

a. APPROVE MINUTES OF FEBRUARY 17TH, 2015 AND MARCH 3RD, 2015 COUNCIL MEETING.

Motion was made by Willcutt, second by Brittain to approve minutes of February 17th, 2015 and March 3rd, 2015 Council meetings. Voting yes: Barnes, Brittain, Chitwood, Stott, Willcutt, Olson. Voting no: none. Abstaining (counting as a no vote): Rosamond, Rains.

h. APPROVE EXPENDITURE IN THE AMOUNT OF \$750.00 PER YEAR TO BE PAID AT A RATE OF \$187.50 PER QUARTER TO RACHEL SORDAHL FOR SAFETY DIRECTOR.

Motion was made by Chitwood, second by Rosamond to approve expenditure in the amount of \$750.00 per year to be paid at a rate of \$187.50 per quarter to Rachel Sordahl for Safety Director. Voting yes: Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Olson, Barnes. Voting no: none.

i. APPROVE EXPENDITURE OF \$14,925.00 TO AIR CARE SERVICES FOR AIR-DUCT CLEANING AT THE PRYOR RECREATION CENTER FROM RECREATION CENTER – REPAIR AND MAINTENANCE (ACCOUNT #84-845-5091). OTHER QUOTES RECEIVED: BREATHE-EASY \$20,864.00 AND AIR DOCTOR \$14,830.00.

Motion was made by Chitwood, second by Stott to approve for the best interest of the City expenditure of \$14,925.00 to Air Care Services for air-duct cleaning at the Pryor Recreation Center from Recreation Center – Repair and Maintenance (Account #84-845-5091). Other quotes received: Breathe-Easy \$20,864.00 and Air Doctor \$14,830.00. Voting yes: Rosamond, Chitwood, Rains, Stott, Willcutt, Olson, Barnes, Brittain. Voting no: none.

j. APPROVE RESIGNATION OF CARL STANGLIN AS RESERVE OFFICER FROM THE PRYOR POLICE DEPARTMENT EFFECTIVE MARCH 9TH, 2015.

Motion was made by Brittain, second by Chitwood to approve resignation of Carl Stanglin as Reserve Officer from the Pryor Police Department effective March 9th, 2015. Voting yes: Chitwood, Rains, Stott, Willcutt, Olson, Barnes, Brittain, Rosamond. Voting no: none.

k. APPROVE EXPENDITURE IN THE AMOUNT OF \$20,080.00 TO WATCH GUARD FOR FOUR (4) 4RE IN-CAR CAMERA SYSTEMS FROM CAPITAL OUTLAY – POLICE EQUIPMENT (ACCOUNT #44-445-5424). TWO CAMERAS WILL BE REIMBURSED WITH A JAG GRANT THAT WAS PREVIOUSLY APPROVED.

Motion was made by Rosamond, second by Barnes to approve as sole source due to current software expenditure in the amount of \$20,080.00 to Watch Guard for four (4) 4RE in-car camera systems from Capital Outlay – Police Equipment (Account #44-445-5424). Two cameras will be reimbursed with a JAG Grant that was previously approved. Voting yes: Rains, Stott, Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood. Voting no: none.

I. APPROVE EXPENDITURE IN THE AMOUNT OF \$1,275.00 TO WATCH GUARD FOR FIVE (5) WIRELESS CAMERA KITS AND ONE (1) ANTENNA FROM CAPITAL OUTLAY – POLICE EQUIPMENT (ACCOUNT #44-445-5424).

Motion was made by Barnes, second by Stott to approve as sole source expenditure in the amount of \$1,275.00 to Watch Guard for five (5) wireless camera kits and one (1) antenna from Capital Outlay – Police Equipment (Account #44-445-5424). Voting yes: Stott, Willcutt, Olson, Barnes, Brittain, Rosamond, Chitwood, Rains. Voting no: none.

m. APPROVE EXPENDITURE OF \$22,500.00 TO LAND PLAN CONSULTANTS FOR PRYOR BICYCLE / PEDESTRIAN MASTER PLAN.

There was no action on this item.

7. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND)

Rosamond reported for the Budget / Personnel Committee; all items were covered earlier in this meeting and the committee will meet next month.

b. ORDINANCE / INSURANCE (RAINS)

Rains reported there will be an Ordinance / Insurance meeting March 31st, 2015 at 5:30 p.m.

c. STREET / MAINTENANCE GARAGE (BARNES)

Barnes reported there will be a meeting for the Street / Maintenance Garage Committee March 24th, 2015. Steve Powell to present that evening.

8. UNFORESEEABLE BUSINESS.

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

Mayor Tramel stated three liens were released today estimated in the amount of \$1,900.00 and the funds are to be transferred into the Street account for abatement costs.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the Pryor Public Works Authority meeting to order.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF FEBRUARY 17TH, 2015 AND MARCH 3RD, 2015 MEETING.

Motion was made by Chitwood, second by Stott to approve minutes of February 17th, 2015 and March 3rd, 2015 meetings. Voting yes: Barnes, Brittain, Chitwood, Stott, Willcutt, Olson. Voting no: none. Abstain (counting as a no vote): Rosamond, Rains.

3. UNFORESEEABLE BUSINESS.

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

No unforeseen business was presented.

4. ADJOURN.

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