

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MAY 19TH, 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, Cheryl Hedgpath, Yolanda Thompson, Houston Brittain, Greg Rosamond, Randy Chitwood, Ryan Rains and Drew Stott. Council members absent: none.

Department Heads and other City Officials present: Police Chief Steve Lemmings, Assistant Police Chief Derek Melton, Assistant Fire Chief B.K. Young, Building Inspector/Code Enforcement Officer Doug Moore and Recreation Center Director Laura Holloway.

Others: Police Officer Jack Cunningham and family, Drew Stott's family, Bill Roberts, Rebecca Kemp, Police Officer Doug Barham, Pryor Area Arts and Humanity Council members Karen Wilson, Dianna Reeves and Pryor Main Street Director B.J. Cummings.

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

There were no petitions from the audience.

3. MAYOR'S REPORT:

Mayor Tramel presented Commendation to Jack Cunningham. David Carpenter was not present at this time.

4. CITY ATTORNEY'S REPORT:

There was no report.

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 May 5th, 2015 Council meeting.
- b. Approve payroll purchase orders through May 22nd, 2015.
- c. Approve claims for purchase orders through May 19th, 2015.

APPROVE PURCHASE ORDERS THROUGH MAY 19TH, 2015.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1420142604 - 1420142645	\$ 110,055.84
STREET & DRAINAGE	910542B -1420142478	23,460.79
GOLF	1420142675 - 1420142678	6,138.36
CAPITAL OUTLAY	1420142623 - 1420142539	5,796.73
REAL PROPERTY	1420142565 - 1420142642	4,180.54
HOTEL/MOTEL TAX	1420142617 - 1420142618	7,500.00
RECREATION	1420142644 - 1420142569	23,826.18
E-911	1420142007 - 1420142639	1,748.02
LIBRARY	1420142664 - 1420142671	\$ 1,475.80
	TOTAL	\$ 184,182.26

NEW BLANKET PURCHASE ORDER

910623B	MEHLBURGER BRAWLEY INC	\$ 7,500.00
910624B	APAC CENTRAL	69,205.50
910625B	BELL CONTRACTING INC	41,426.65
910626B	ERGON ASPHALT & EMULSION	2,500.00
910627B	PRYOR STONE CO	\$ 5,000.00
	TOTAL	\$ 125,632.15

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders presented.
- e. Approve April Appropriations Requests.
- f. Approve authorizing Mayor to sign Agreement for Services between Pryor Creek Music Festivals, Inc. ("PCMF") an Oklahoma corporation and the City of Pryor Creek,

Oklahoma (“City”) from May 22nd, 2015 through May 24th, 2015 for the purpose of providing fire service during Rocklahoma.

- g. Approve expenditure of \$14,202.84 to Paragon Contractors, LLC for Payment Application #3-RET for Pryor Creek 2014 Street Maintenance project.
- h. Approval surplus of one (1) 1990 International Tanker #2, VIN #1HTSDTVN1LH260127 from the Pryor Creek Fire Department Inventory.
- i. Approve seeking sealed bids on one (1) 1990 International Tanker #2 VIN #1HTSDTVN1LH260127 from the Pryor Creek Fire Department Inventory less tank and all emergency equipment.
- j. Approve authorizing Doug Moore to bid on the City’s behalf at the Mayes County Treasurer’s June Tax Resale on the property located at 203 North Indianola not to exceed \$4,500.00 from Real Properties Fund – Purchase of Property (Account #46-465-5423).
- k. Approve an expenditure in the amount of \$3,500.00 for one (1) Desktop Basic Concurrent Use License for GIS Mapping Software from (ESRI) Environmental Systems Research Institute, Inc. as sole source (annual maintenance not included) from General Fund – General Software (Account #02-201-5260).
- l. Approve authorizing the Mayor to sign a “Lease Agreement” between the City of Pryor Creek and the Pryor Area Arts and Humanities Council at the old City Hall building located at 6 North Adair Street.
- m. Approve an expenditure of \$6,574.00 for yearly fee to VIWO Google Apps for 75 e-mail account licenses (including 30GB of space and spam filtering) for one (1) year, transfer from pryorok.org to pryorcreek.org domain and IMAP migration of current apps and data to new pryorcreek.org.
- n. Approve expenditure of \$3,000.00 to the Pryor Area Arts and Humanities Council for the NEOK Area Artist Show held September 26th through October 4th, 2014 from Hotel / Motel funds for reimbursement of receipts presented.
- o. Approve expenditure of \$2,000.00 to the Pryor Main Street for the Pryor Main Street Chili Christmas Car & Bike Show held November 15th, 2014 from Hotel / Motel funds for reimbursement of receipts presented.
- p. Approve expenditure of \$2,500.00 to the Pryor Area Chamber of Commerce for the Christmas Parade of Lights 2014 held December 4th, 2014 from Hotel / Motel funds for reimbursement of receipts presented.
- q. Approve Hotel / Motel Tax Fund Allocation Grant Application in the amount of \$2,500.00 presented by Pryor Main Street for a Barbeque Cook-off & Bike Show for the 2014-2015 fiscal year to be held June 20th, 2015.
- r. Approve surplus of the following seized vehicles awarded to the Pryor Police Department from the District Attorney’s office:
 1. 1998 Ford Pick-up – VIN #1FTZF1721WKA63902
 2. 1980 Ford Mustang – VIN #0F04B188519
 3. 1995 Chevrolet Pick-up – VIN #1GCEC14Z5SZ283795
 4. 1992 Honda 2-door – VIN #1HGCB714XNA019586
 5. 1998 Mercury 4-door – VIN #1MEFM5OU3WA616601
- s. Approve accepting retirement resignation of Tom Bradley, Dispatcher for the Pryor Police Department effective June 11th, 2015 after 22 years of service.
- t. Approve promotion of Chuck Ward to Police Department Patrolman, Range J, Step 2 to Corporal at Range K, Step 2 (annual wages \$38,211.00)
- u. Approve promotion of James Willyard to Police Department Sergeant, Range L, Step 4 to Captain, Range M, Step 4 (annual wages \$47,504.00).
- v. Approve expenditure of \$10,143.00 to Sunbelt Pools for Pryor Creek Recreation Center Circulation Pump replacement and installation from Recreation Center Fund – Capital Outlay – Equipment (Account #84-845-5410). Other quotes received: Aquatic Resources, Inc. - \$12,500.00 and Robin Ewing Pool Supplies (Commercial Aquatics) - \$13,950.00.
- w. Approve expenditure of \$8,726.00 to ZIVA for the purchase of two (2) sets of dumbbells 5-100 lbs. in 5 lb. increments for the Pryor Creek Recreation Center. Other quotes received: Fitness Product Services - \$11,132.00 and Body Success - \$10,313.00.

Motion was made by Brittain, second by Rosamond to approve items a – w less items h, i, j, k, l, s, t, u, w. Voting yes: Willcutt, Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott. Voting no: none.

h. APPROVAL SURPLUS OF ONE (1) 1990 INTERNATIONAL TANKER #2, VIN #1HTSDTVN1LH260127 FROM THE PRYOR CREEK FIRE DEPARTMENT INVENTORY.

Motion was made by Rosamond, second by Chitwood to approve surplus of one (1) 1990 International Tanker #2, VIN #1HTSDTVN1LH260127 from the Pryor Creek Fire Department Inventory. Voting yes: Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt. Voting no: none.

i. APPROVE SEEKING SEALED BIDS ON ONE (1) 1990 INTERNATIONAL TANKER #2 VIN #1HTSDTVN1LH260127 FROM THE PRYOR CREEK FIRE DEPARTMENT INVENTORY LESS TANK AND ALL EMERGENCY EQUIPMENT.

Motion was made by Rosamond, second by Hedgpath to approve seeking sealed bids on one (1) 1990 International Tanker #2 VIN #1HTSDTVN1LH260127 from the Pryor Creek Fire Department Inventory less tank and all emergency equipment. Voting yes: Thompson, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Hedgpath. Voting no: none.

j. APPROVE AUTHORIZING DOUG MOORE TO BID ON THE CITY'S BEHALF AT THE MAYES COUNTY TREASURER'S JUNE TAX RESALE ON THE PROPERTY LOCATED AT 203 NORTH INDIANOLA NOT TO EXCEED \$4,500.00 FROM REAL PROPERTIES FUND – PURCHASE OF PROPERTY (ACCOUNT #46-465-5423).

Motion was made by Hedgpath, second by Chitwood to approve authorizing Doug Moore to bid on the City's behalf at the Mayes County Treasurer's June Tax Resale on the property located at 203 North Indianola not to exceed \$4,500.00 from Real Properties Fund – Purchase of Property (Account #46-465-5423). Voting yes: Brittain, Rosamond, Chitwood, Willcutt, Hedgpath, Thompson. Voting no: Rains, Stott.

k. APPROVE AN EXPENDITURE IN THE AMOUNT OF \$3,500.00 FOR ONE (1) DESKTOP BASIC CONCURRENT USE LICENSE FOR GIS MAPPING SOFTWARE FROM (ESRI) ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. AS SOLE SOURCE (ANNUAL MAINTENANCE NOT INCLUDED) FROM GENERAL FUND – GENERAL SOFTWARE (ACCOUNT #02-201-5260).

Motion was made by Chitwood, second by Rosamond to approve an expenditure in the amount of \$3,500.00 for one (1) Desktop Basic Concurrent Use License for GIS Mapping Software from (ESRI) Environmental Systems Research Institute, Inc. as sole source (annual maintenance not included) from General Fund – General Software (Account #02-201-5260). Voting yes: Rosamond, Chitwood, Rains, Stott, Willcutt, Hedgpath, Thompson, Brittain. Voting no: none.

l. APPROVE AUTHORIZING THE MAYOR TO SIGN A “LEASE AGREEMENT” BETWEEN THE CITY OF PRYOR CREEK AND THE PRYOR AREA ARTS AND HUMANITIES COUNCIL AT THE OLD CITY HALL BUILDING LOCATED AT 6 NORTH ADAIR STREET.

Motion was made by Brittain, second by Rosamond to approve authorizing the Mayor to sign a “Lease Agreement” between the City of Pryor Creek and the Pryor Area Arts and Humanities Council at the old City Hall building located at 6 North Adair Street. Voting yes: Chitwood, Stott, Willcutt, Hedgpath, Thompson, Brittain, Rosamond. Voting no: Rains.

s. APPROVE ACCEPTING RETIREMENT RESIGNATION OF TOM BRADLEY, DISPATCHER FOR THE PRYOR POLICE DEPARTMENT EFFECTIVE JUNE 11TH, 2015 AFTER 22 YEARS OF SERVICE.

Motion was made by Chitwood, second by Rosamond to approve accepting retirement resignation of Tom Bradley, Dispatcher for the Pryor Police Department effective June 11th, 2015 after 22 years of service. Voting yes: Rains, Stott, Willcutt, Hedgpath, Thompson, Brittain, Rosamond, Chitwood. Voting no: none.

t. APPROVE PROMOTION OF CHUCK WARD TO POLICE DEPARTMENT PATROLMAN, RANGE J, STEP 2 TO CORPORAL AT RANGE K, STEP 2 (ANNUAL WAGES \$38,211.00).

Motion was made by Brittain, second by Hedgpath to approve promotion of Chuck Ward from Police Department Patrolman, Range J, Step 2 to Corporal at Range K, Step 2 (annual wages \$38,211.00). *(Note scrivener's error in the agenda item.)* Voting yes: Stott, Willcutt, Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains. Voting no: none.

u. APPROVE PROMOTION OF JAMES WILLYARD TO POLICE DEPARTMENT SERGEANT, RANGE L, STEP 4 TO CAPTAIN, RANGE M, STEP 4 (ANNUAL WAGES \$47,504.00).

Motion was made by Hedgpath, second by Brittain to approve promotion of James Willyard from Police Department Sergeant, Range L, Step 4 to Captain, Range M, Step 4 (annual wages \$47,504.00). (Note scrivener's error in the agenda item.) Voting yes: Willcutt, Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott. Voting no: none.

w. APPROVE EXPENDITURE OF \$8,726.00 TO ZIVA FOR THE PURCHASE OF TWO (2) SETS OF DUMBBELLS 5-100 LBS. IN 5 LB. INCREMENTS FOR THE PRYOR CREEK RECREATION CENTER. OTHER QUOTES RECEIVED: FITNESS PRODUCT SERVICES - \$11,132.00 AND BODY SUCCESS - \$10,313.00.

Motion was made by Rosamond, second by Willcutt to approve expenditure of \$8,726.00 to ZIVA for the purchase of two (2) sets of dumbbells 5-100 lbs. in 5 lb. increments for the Pryor Creek Recreation Center. Other quotes received: Fitness Product Services - \$11,132.00 and Body Success - \$10,313.00. Voting yes: Hedgpath, Thompson, Brittain, Rosamond, Chitwood, Rains, Willcutt. Voting no: Stott.

Police Officer David Carpenter arrived at 6:45 p.m.

Mayor revisited his reports to present David Carpenter's Commendation.

6. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND)

Rosamond reported that the Budget / Personnel Committee items were all covered earlier in the meeting.

b. ORDINANCE / INSURANCE (CHITWOOD)

Mayor Tramel stated the Ordinance / Insurance Committee will meet soon.

c. STREET / MAINTENANCE GARAGE (WILLCUTT)

Willcutt reported the Street / Maintenance Garage Committee will meet Tuesday, May 26th, 2015 at 6:00 p.m.

Mayor Tramel reported on the asphalt overlay project. The grinding is complete, the asphalt will not start until next Tuesday which should take 2 to 3 days. Then ODOT will start on Highway 69.

7. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business presented.

8. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the Pryor Public Works Authority meeting to order at 7:00 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF MAY 5TH, 2015 MEETING.

Motion was made by Stott, second by Willcutt to approve minutes of May 5th, 2015 meetings. Voting yes: Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, Hedgpath, Thompson. Voting no: none.

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 Willcutt to adjourn from the Pryor Public Works Authority meeting. Voting yes: Rosamond, Chitwood, Rains, Stott, Willcutt, Hedgpath, Thompson, Brittain. 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
