

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, SEPTEMBER 15<sup>TH</sup>, 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 emailed to *The Paper* and *The Times* newspapers and emailed 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 City Clerk Eva Smith. Council members present included: Roger Willcutt, Cheryl White, Yolanda Thompson, Houston Brittain, Greg Rosamond, Randy Chitwood, Ryan Rains and Drew Stott. Council members absent: none.

Department Heads and other City Officials present: City Attorney K. Ellis Ritchie, Police Chief Steve Lemmings, Fire Chief Tim Thompson, Assistant Fire Chief B.K. Young, Park Superintendent Frank Powell, Street Superintendent Jack Downing.

Others: Library Board Chairman Jeanette Anderson, Library employee Marie Reist, Police Captain James Willyard, Infrastructure Solutions Engineer Steve Powell, Rainbow Fireworks Representative Dale Ragains, Warren Cat Representative Charlie Meyer.

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

Jeanette Anderson thanked everyone on the Library Board and the Council for the repair of the sink at the Library.

**a. DISCUSS, POSSIBLY ACT ON APPROVAL TO ISSUE A FIREWORKS PERMIT TO RAINBOW FIREWORKS, INC. FOR OCTOBER 10<sup>TH</sup>, 2015 WITH A RAIN DATE OF OCTOBER 17<sup>TH</sup>, 2015 ON THE VACANT LAND SOUTH OF HIGHWAY 20 AND EAST GRAHAM AVENUE OWNED BY THE FIRST CHURCH OF GOD.**

Motion was made by Chitwood, second by Thompson to approve to issue a fireworks permit to Rainbow Fireworks, Inc. for October 10<sup>th</sup>, 2015 with a rain date of October 17<sup>th</sup>, 2015 on the vacant land South of Highway 20 and East Graham Avenue owned by the First Church of God. (Fireworks will be set-off at dark per Dale Ragains.) Voting yes: Willcutt, White, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott. Voting no: none.

**3. MAYOR'S REPORT:**

Mayor read a Proclamation for the Daughters of the Revolution proclaiming September 17 – 23 Constitution Week.

Mayor announced the Pryor High School has requested the closing of Adair Street from Graham Avenue to 1<sup>st</sup> Street for a Homecoming Block Party on September 24<sup>th</sup>, 2015 from 6:30 to 8:30 p.m.

**4. CITY ATTORNEY'S REPORT:**

**a. SECOND AND FINAL READING, DISCUSSION AND POSSIBLE ACTION OF AN ORDINANCE AMENDING PRYOR CREEK CITY CODE SECTION 3-10A-1 REGARDING ALCOHOLIC BEVERAGES.**

Motion was made by Brittain second by Chitwood to approve and waive the reading of *Ordinance 2015 - 14* Amending Pryor Creek City Code Section 3-10A-1 Regarding Alcoholic Beverages. Voting yes: White, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt. Voting no: none.

**b. SECOND AND FINAL READING, DISCUSSION AND POSSIBLE ACTION OF AN ORDINANCE AMENDING PRYOR CREEK CITY CODE SECTION 3-10A-3 REGARDING ALCOHOLIC BEVERAGES.**

Motion was made by Chitwood second by Brittain to approve and waive the reading of *Ordinance 2015 - 15* Amending Pryor Creek City Code Section 3-10A-3 Regarding Alcoholic Beverages. Voting yes: Thompson, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, White. Voting no: none.

**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 September 1<sup>ST</sup>, 2015 Council meeting.
- b. Approve payroll purchase orders through September 25<sup>th</sup>, 2015.
- c. Approve claims for purchase orders through September 15<sup>th</sup>, 2015.

**APPROVE PURCHASE ORDERS THROUGH SEPTEMBER 15<sup>th</sup>, 2015.**

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1520150652 - 1520150450	\$ 132,815.36
STREET & DRAINAGE	910641B - 1520150452	10,766.52
GOLF	1520150629 - 1520150556	9,071.10
CAPITAL OUTLAY	910607B - 1520150362	22,267.69
REAL PROPERTY	910671B - 910671B	3,600.00
RECREATION CENTER	1520150564 - 1520150622	17,096.73
P.P.W.A	1520150602	142.56
E-911 CASH	1520150598	331.00
DONATIONS	1520150599	\$ 197.15
	<b>TOTAL</b>	<b>\$ 196,288.11</b>

**NEW BLANKET PURCHASE ORDERS**

910719B	VIOLET F. KIRKENDALL CPA	\$ 14,500.00
	<b>TOTAL</b>	<b>\$ 14,500.00</b>

- d. Acknowledge receipt of deficient purchase orders.  
*There were no deficient purchase orders presented.*
- e. Approve expenditure of \$9,823.64 to AGES Computers for the purchase of Kaspersky Endpoint Security for Business Plus 3 years 24 x 7 Support software. No other quotes received.
- f. Approve expenditures of 2015 – 2016 Hotel / Motel grant funds summary letters of intent as follows:
  - 1. Pryor Area Chamber of Commerce - \$27,156.00
  - 2. Pryor Public Schools - \$11,078.00
  - 3. Pryor Band Day - \$2,500.00
  - 4. Pryor Main Street - \$6,789.00
- g. Approve expenditures of 2015 – 2016 Hotel / Motel grant fund applications as follows:
  - 1. American Cowboy Trader Days - \$2,500.00
  - 2. Pryor Christmas Parade of Lights - \$2,500.00
  - 3. Comforts of Home Quilt Show - \$2,500.00
  - 4. Chili Christmas Car and Bike Show - \$2,500.00
  - 5. Dad’s Drag Main Block Party - \$2,000.00
  - 6. Missoula Children’s Theater - \$1,500.00
  - 7. NEOK Area Art Show - \$1,500.00
  - 8. OK Association Jr. Tournament - \$2,470.00
- h. Approve expenditure of \$2,500.00 for Phase I – Investigative Study to Infrastructure Solutions Group, LLC for Pocket Park Wall Stabilization Study and Bidding Services. (Project Number PRY-15-02)
- i. Approve authorizing the Mayor to sign the Cooperative Service Field Agreement between the City of Pryor Creek and United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services (WS).
- j. Approve change order #1 to Advanced Workzone Services, LLC in the amount of \$389.40 as required by ODOT, Gore markings to be double striped around the edges at each area indicated as follows: Northwest corner of Adair Street, Northwest corner of Vann Street, Northwest corner of Rowe, border line change from 4 inch to 8 inch in width. Approved by Steve Powell, Engineer of Project Number PRY14-02. (Graham Avenue re-striping project.)
- k. Approve declaring surplus from the Pryor Police Department and approve seeking sealed bids for the following items that were seized and forfeited by the District Court:
  - 1. 1998 Ford F150 XL Vin 1FTZF1721WKA63902
  - 2. 1995 Chevrolet Monte Carlo Sport Vin 2G1WW12M5S9332340
  - 3. 1995 Chevrolet Cheyenne Pickup Vin 1GCEC14Z5SZ283795
  - 4. 1980 Ford Mustang Vin 0F04B188519 (No Title, Salvage only)
  - 5. 1998 Mercury Sable GS Vin MEFM50U3WA616601
  - 6. 1992 Honda Accord Vin 1HGCB715XNA019586
  - 7. 1993 Chevrolet Silverado 4x4 1GCEK14K6PZ182732
- l. Approve declaring surplus the following vehicles and approve seeking sealed bids for the following vehicles owned by the City:
  - 1. 2006 Dodge Charger Vin 2B3KA43HX6H504978 (UNIT 31)

2. 2008 Dodge Charger Vin 2B3KA43HX8H271333 (UNIT 37)
  3. 2005 Ford Crown Victoria Vin 2FAFP71W15X123726 (UNIT 24)
  4. 2000 Ford Crown Victoria Vin 2FAFP71W6YX127081
  5. 1996 Chevrolet Suburban Vin 1GNFK16R4TJ310240
- m. Approve hiring Brett Adams as a Volunteer Firefighter to fill vacant position effective September 15<sup>th</sup>, 2015 pending approval of physical and background check.
  - n. Approve hiring Cari Rerat to fill vacant Library Director at the Pryor Creek Public Library effective October 5<sup>th</sup>, 2015 at Range F, Step 2 (annual wage \$42,261.00) with the understanding she will remain at Step 2 until qualifying for Step 3.
  - o. Approve promotion of Marie Reist from Librarian 2, Range C, Step 4 (annual wage \$34,202.00) to Librarian 3 at Range D, Step 4 (annual wage \$36,221.00) effective September 26<sup>th</sup>, 2015.
  - p. Approve promotion of Lucas Hoover from "B" Operator, Range C, Step 2 (annual wage \$29,310.00) to "A" Operator, Range D, Step 2 (annual wage \$30,857.00) for the Cemetery Department effective September 26<sup>th</sup>, 2015.
  - q. Approve promotion of Wesley Griffin from "B" Operator, Range C, Step 2 (annual wage \$29,310.00) to "A" Operator, Range D, Step 2 (annual wage \$30,857.00) for the Street Department effective September 26<sup>th</sup>, 2015.
  - r. Approve expenditure of \$5,869.00 (State Contract price) to Warren Cat for the purchase of a 420F Hydraulic Thumb for Street Department backhoe from Street Capital Outlay (Account #14-145-5411).
  - s. Approve seeking quotes to resurface the tennis courts using Deco Turf Systems at Whitaker Park.
  - t. Approve expenditure in the amount of \$4,654.67 to Swimtime (Division of United Industries, Inc.) for an Aurora 341 A-BF 6 x 6 x 9, 20 HP, 1750 rpm 230 / 460 VAC 3 phase pump, capable of providing 900 GPM @ 70' TDH. No other quotes received.
  - u. Approve expenditure in the amount of \$4,606.33 to Swimtime (Division of United Industries, Inc.) for 2 – 3 step ladders and 2 – 4 step ladders including hardware for the Pryor Creek Public Pool including freight. (Other quotes received: W. M. Smith & Associates, Inc. - \$4,282.86 and Pool Supply World - \$4,491.74)
  - v. Approve hiring Justin Allen to fill vacant Patrolman position at the Police Department at Range J, Step 1 (annual wage - \$32,295.00) effective October 5<sup>th</sup>, 2015 pending approval from the Oklahoma Police and Pension and Retirement Board.

Motion was made by Rosamond, second by White to approve items a-v less items a, e, h, i, n, r, t, u. Voting yes: Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, White, Thompson. Voting no: none.

**a. APPROVE MINUTES OF SEPTEMBER 1<sup>ST</sup>, 2015 COUNCIL MEETING.**

Motion was made by Rosamond, second by Stott to approve minutes of September 1<sup>st</sup>, 2015 Council meeting. Voting yes: Rosamond, Chitwood, Stott, Thompson, Brittain. Voting no: none. Abstaining (counting as a no vote): Rains, Willcutt, White.

**e. APPROVE EXPENDITURE OF \$9,823.64 TO AGES COMPUTERS FOR THE PURCHASE OF KASPERSKY ENDPOINT SECURITY FOR BUSINESS PLUS 3 YEARS 24 X 7 SUPPORT SOFTWARE. NO OTHER QUOTES RECEIVED.**

Motion was made by Rosamond, second by Brittain to approve expenditure of \$9,823.64 to AGES Computers for the purchase of Kaspersky Endpoint Security for Business Plus 3 years 24 x 7 Support software. Voting yes: Chitwood, Rains, Stott, Willcutt, White, Thompson, Rosamond. Voting no: Brittain.

Mayor stated another quote was received earlier that day from VisionQuest (Vinita, OK) \$6,900.00 plus shop labor. No full estimate received for labor.

**h. APPROVE EXPENDITURE OF \$2,500.00 FOR PHASE I – INVESTIGATIVE STUDY TO INFRASTRUCTURE SOLUTIONS GROUP, LLC FOR POCKET PARK WALL STABILIZATION STUDY AND BIDDING SERVICES. (PROJECT NUMBER PRY-15-02)**

Motion was made by Chitwood, second by Rosamond to approve expenditure of \$2,500.00 for Phase I – Investigative Study to Infrastructure Solutions Group, LLC for Pocket Park Wall Stabilization Study and Bidding Services. (Project Number PRY-15-02) Voting yes: Rains, Stott, Willcutt, White, Thompson, Brittain, Rosamond, Chitwood. Voting no: none.

Steve Powell explained this expenditure further. He stated the question remains to be seen as to whether the existing walls are sound and what removal of the front wall will do to the structure.

A structural engineer will provide a report and an estimate to determine if the walls are structurally sound. If there are any bid documents for additional support the structural engineer will prepare and put out for bid.

**i. APPROVE AUTHORIZING THE MAYOR TO SIGN THE COOPERATIVE SERVICE FIELD AGREEMENT BETWEEN THE CITY OF PRYOR CREEK AND UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE WILDLIFE SERVICES (WS).**

Motion was made by Willcutt, second by Chitwood to approve authorizing the Mayor to sign the Cooperative Service Field Agreement between the City of Pryor Creek and United States Department of Agriculture Animal and Plant Health Inspection Service Wildlife Services (WS). Voting yes: Stott, Willcutt, White, Thompson, Brittain, Rosamond, Chitwood, Rains. Voting no: none.

**n. APPROVE HIRING CARI RERAT TO FILL VACANT LIBRARY DIRECTOR AT THE PRYOR CREEK PUBLIC LIBRARY EFFECTIVE OCTOBER 5<sup>TH</sup>, 2015 AT RANGE F, STEP 2 (ANNUAL WAGE \$42,261.00) WITH THE UNDERSTANDING SHE WILL REMAIN AT STEP 2 UNTIL QUALIFYING FOR STEP 3.**

Motion was made by Chitwood, second by Rosamond to approve hiring Cari Rerat to fill vacant Library Director at the Pryor Creek Public Library effective October 5<sup>th</sup>, 2015 at Range F, Step 2 (annual wage \$42,261.00) with the understanding she will remain at Step 2 until qualifying for Step 3. Voting yes: Rosamond, Chitwood, Rains, Stott, Willcutt, White, Thompson, Brittain. Voting no: none.

**r. APPROVE EXPENDITURE OF \$5,869.00 (STATE CONTRACT PRICE) TO WARREN CAT FOR THE PURCHASE OF A 420F HYDRAULIC THUMB FOR STREET DEPARTMENT BACKHOE FROM STREET CAPITAL OUTLAY (ACCOUNT #14-145-5411).**

Motion was made by Rosamond, second by White to approve expenditure of \$5,869.00 (State Contract price) to Warren Cat for the purchase of a 420F Hydraulic Thumb for Street Department backhoe from Street Capital Outlay (Account #14-145-5411). Voting yes: White, Thompson, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt. Voting no: none.

**t. APPROVE EXPENDITURE IN THE AMOUNT OF \$4,654.67 TO SWIMTIME (DIVISION OF UNITED INDUSTRIES, INC.) FOR AN AURORA 341 A-BF 6 X 6 X 9, 20 HP, 1750 RPM 230 / 460 VAC 3 PHASE PUMP, CAPABLE OF PROVIDING 900 GPM @ 70' TDH. NO OTHER QUOTES RECEIVED.**

Motion was made by Brittain, second by Willcutt to approve expenditure in the amount of \$4,654.67 to Swimtime (Division of United Industries, Inc.) for an Aurora 341 A-BF 6 x 6 x 9, 20 HP, 1750 rpm 230 / 460 VAC 3 phase pump, capable of providing 900 GPM @ 70' TDH. (Other quote received: Haynes - \$4,758.00) Voting yes: Thompson, Brittain, Rosamond, Chitwood, Rains, Stott, Willcutt, White. Voting no: none.

**u. APPROVE EXPENDITURE IN THE AMOUNT OF \$4,606.33 TO SWIMTIME (DIVISION OF UNITED INDUSTRIES, INC.) FOR 2 – 3 STEP LADDERS AND 2 – 4 STEP LADDERS INCLUDING HARDWARE FOR THE PRYOR CREEK PUBLIC POOL INCLUDING FREIGHT. (OTHER QUOTES RECEIVED: W. M. SMITH & ASSOCIATES, INC. - \$4,282.86 AND POOL SUPPLY WORLD - \$4,491.74)**

Motion was made by Willcutt, second by Thompson to approve expenditure in the amount of \$4,606.33 to Swimtime (Division of United Industries, Inc.) for 2 – 3 step ladders and 2 – 4 step ladders including hardware for the Pryor Creek Public Pool including freight. (Other quotes received: W. M. Smith & Associates, Inc. - \$4,282.86 and Pool Supply World - \$4,491.74)

Motion and second was amended to include “in the best interest of the City”. Voting yes: Brittain, Rosamond, Chitwood, Rains, Willcutt, Thompson. Voting no: Stott, White.

**6. COMMITTEE REPORTS:**

**a. BUDGET / PERSONNEL (ROSAMOND)**

Rosamond reported for the Budget / Personnel Committee and stated that everything was handled earlier in this meeting. He also stated they would meet the second Tuesday of next month.

**b. ORDINANCE / INSURANCE (CHITWOOD)**

Chitwood reported for the Ordinance / Insurance Committee. He stated they need to schedule a meeting for Health Insurance.

**c. STREET / MAINTENANCE GARAGE (WILLCUTT)**

Willcutt reported for the Street / Maintenance Garage Committee. He stated the Committee will meet in special session on Monday, September 28<sup>th</sup> at 5 p.m.

**7. UNFORESEEABLE BUSINESS.**

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

There was no unforeseen business presented.

**8. ADJOURN.**

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

**PRYOR PUBLIC WORKS AUTHORITY**

**1. CALL TO ORDER.**

Mayor Tramel called the Pryor Public Works Authority meeting to order at 6:50 p.m.

**2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF SEPTEMBER 1<sup>ST</sup>, 2015 MEETING.**

Motion was made by Stott, second by Brittain to approve minutes of September 1<sup>st</sup>, 2015 meeting. Voting yes: Chitwood, Stott, Thompson, Brittain, Rosamond. Voting no: none. Abstaining (counting as a no vote): Rains, Willcutt, White.

**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 Willcutt to adjourn from the Pryor Public Works Authority meeting. Voting yes: Rains, Stott, Willcutt, White, Thompson, Brittain, Rosamond, Chitwood. Voting no: none.

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

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MINUTES WRITTEN BY CITY CLERK EVA SMITH

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