

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, APRIL 19TH, 2016 AT 6:00 P.M.**

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 Randy Chitwood. Roll call was conducted by City Clerk Eva Smith. Council members present included: Roger Willcutt, Cheryl White, Yolanda Thompson, Houston Brittain, Randy Chitwood and Drew Stott. Council members absent: Greg Rosamond and Ryan Rains.

Department Heads and other City Officials present: City Attorney K. Ellis Ritchie, Police Chief Dennis Nichols, Fire Chief Tim Thompson, Assistant Fire Chief B.K. Young, Library Director Cari Rerat, Recreation Center Director Laura Holloway.

Others: Mehlburger Brawley Engineer Steve Powell, Police Captain Kevin Tramel, Librarian Marie Riest, Library Board Members - Cathy LaValley, Jeanette Anderson, Paul Stevens, Rec Center Board Member Steve Wyneken, Chris Curnett, Barry Schwiesow, Jeri Groves.

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

Chris Curnett spoke regarding the status of the P.Y.O.

Recreation Center Director Laura Holloway reported to the Council regarding the attendance numbers at the Recreation Center and gave a written report to Council.

Barry Schwiesow spoke regarding item number "5.m.," hiring Librarian II position.

3. MAYOR'S REPORT:

a. DISCUSSION AND POSSIBLE ACTION REGARDING JACK DOWNING'S RETIREMENT RESIGNATION LETTER EFFECTIVE JANUARY 1ST, 2017.

Motion was made by Chitwood, second by White to accept Jack Downing's retirement resignation letter effective January 1st, 2017. Voting yes: Willcutt, White, Thompson, Brittain, Chitwood, Stott. Voting no: none.

Randy Chitwood thanked Jack for all the years of service and the good job he has done for the city.

Mayor Tramel thanked Cheryl White, Randy Chitwood and Ryan Rains for their service as Council Members for the city.

4. CITY ATTORNEY'S REPORT:

No report was given.

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 April 5th, 2016 Council meeting.
- b. Approve payroll purchase orders through April 22nd, 2016.
- c. Approve claims for purchase orders through April 19th, 2016.

APPROVE PURCHASE ORDERS THROUGH APRIL 19TH, 2016

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	1520152338 - 1520152247	108,917.05
STREET & DRAINAGE	910641B - 910735B	12,760.81
CEMETERY CARE	1520152245 - 1520152303	1,602.57
GOLF	1520152305 - 1520152315	13,212.64
CAPITAL OUTLAY	1520152201 - 1520152249	15,658.59
REAL PROPERTY ACQUISITION	910671B - 1520152337	1,857.20
HOTEL/MOTEL	1520152327	2,500.00
RECREATION CENTER	1520152335 - 1520152336	10,292.11
E-911	1520152213 - 1520152297	3,648.58
LIBRARY	1520152324	5,200.00
DONATIONS	1520152263 - 1520151965	489.27
	TOTAL	176,138.82
	NEW BLANKET PURCHASE ORDER	
910745B	XEROX CORPORATION	1,350.00
	TOTAL	1,350.00

- d. Acknowledge receipt of deficient purchase orders.
- e. Approve March Appropriation Requests.

MARCH 2016

FEE IN LIEU	\$	20.95
STREET & DRAINAGE	\$	109,651.58
CEMETERY CARE INTEREST	\$	30.56
CEMETERY CARE FUND	\$	562.50
GOLF COURSE CASH FUND	\$	20,799.67
CAPITAL OUTLAY FUND	\$	36,756.88
CAPITAL OUTLAY RESERVE	\$	2,459.18
REAL PROPERTY ACQUISITION	\$	125.22
HOTEL/MOTEL TAX	\$	3,927.57
LIBRARY BUILDING FUND	\$	4.09
GOB 2002-RECREATION CENT	\$	-
PPWA BOND PROCEEDS (86)	\$	-
PPWA SINKING FUNDS	\$	78,941.86
PPWA BOND PROCEEDS (88)	\$	2,730.35
RECREATION CENTER-CASH FUND	\$	78,467.52
E-911	\$	4,629.77
LIBRARY SPECIAL	\$	369.47
SEIZURES	\$	5.55
DONATIONS	\$	3,423.71
COMMUNITY DEVELOPMENT BLOCK GRANT	\$	-
TOTAL	\$	342,899.89

- f. Discussion and possible action regarding the expenditure of \$2,500.00 to the Pryor Area Chamber of Commerce from Hotel / Motel grant funds for Fiscal Year 2015-2016.
- g. Discussion and possible action regarding the adoption of the City of Pryor Creek Police Department Standard Operation Procedures as defined by Oklahoma State Statutes Title 11, Section 34 – 107.
- h. Discussion and possible action regarding authorizing the Fire Chief to seek agreement for services between the City of Pryor Creek and Pryor Creek Music Festivals, Inc. (“PCMF”) for 2016 annual live music festival known as Rocklahoma to be held May 27 - May 29, 2016.
- i. Discussion and possible action regarding the approval of an expenditure of \$4,496.00 to Melton’s A / C & Appliance Service for 10 burner Vulcan stove with 2 standard ovens from Capital Outlay – Properties (Account #44-445-5419). Other quotes received: Vulcan Equipment - \$13,204.00, Equipment Preference, Inc. (E.P.I.), Norman, OK - \$4,275.00 (not including freight) and Amudsen Commercial Kitchens, Oklahoma City - \$4,510.00 (not including freight).
- j. Discussion and possible action regarding authorizing the Mayor to sign an agreement with Fiber Interactive Technologies, Pryor, OK for City of Pryor Creek Wi-Fi Network Phase 4 Proposal.
- k. Discussion and possible action regarding the approval of acceptance of a grant in the amount of \$100,000.00 from Google for the City of Pryor Creek Wi-Fi Network Phase 4 Proposal.
- l. Discussion and possible action regarding expenditure to Fiber Interactive Technologies of \$50,547.35 from Real Property Acquisition – City Hall Project (Account #46-465-5422) for completion of City of Pryor Creek Wi-Fi Network Phase 4 Project (total cost of project will be \$150,547.35).
- m. Discussion and possible action regarding the approval of hiring Jeri Groves to fill the vacant position at the Thomas J. Harrison Pryor Public Library at Range C, Step 1 (annual wage - \$27,102.00).
- n. Discussion and possible action regarding acceptance of bid from OneNet for 100 MBPS internet connection at the Library. The cost of this service is \$1,510.00 per month and is contingent on E-Rate funding approval which will completely cover the cost of the service. Other bids received: Vyve Broadband - \$2,400.00 per month, Cox - \$1,550.00 per month and AT&T - \$1,328.90 per month based on a 36 month agreement.
- o. Discussion and possible action regarding authorizing the Mayor to sign E-Rate Funding Year 2016 One Net Internet Service Provider.
- p. Discussion and possible action regarding the approval of expenditure in the amount of \$2,818.00 to Classic Janitorial Services, Incorporated, Inola, OK for reconditioning floors at the Pryor Creek Recreation Center Boy’s and Girl’s Club from Recreation Center – Repair and Maintenance (Account #84-845-5091) with work to be completed by May 28th – May 30th. Other quotes received: Wilson Cleaning Services, Salina, OK - \$3,328.00 and Bohannan Floors, Pryor, OK - \$3,530.00.
- q. Discussion and possible action regarding the expenditure of \$4,000.00 for the purchase of four (4) additional licenses and an additional \$200.00 per month due to a mandatory upgrade required by Caselle for software utilized in the City Clerk’s office for Accounts Payable, Cash Receipting, Court, General Ledger and Payroll. (Caselle offered to provide up to five additional licenses for \$1,000.00 each which is a 50% reduction over the \$2,000.00 original price.)

Motion was made by Brittain, second by Stott to approve items a-q, less items h, i, j, k, l, m, p. Voting yes: White, Thompson, Brittain, Chitwood, Stott, Willcutt. Voting no: None.

h. DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZING THE FIRE CHIEF TO SEEK AGREEMENT FOR SERVICES BETWEEN THE CITY OF PRYOR CREEK AND PRYOR CREEK MUSIC FESTIVALS, INC. ("PCMF") FOR 2016 ANNUAL LIVE MUSIC FESTIVAL KNOWN AS ROCKLAHOMA TO BE HELD MAY 27 - MAY 29, 2016.

Motion was made by Chitwood, second by Willcutt to approve authorizing the Fire Chief to seek agreement for services between the City of Pryor Creek and Pryor Creek Music Festivals, Inc. ("PCMF") for 2016 annual live music festival known as Rocklahoma to be held May 27 - May 29, 2016. Voting yes: Thompson, Brittain, Chitwood, Stott, Willcutt, White. Voting no: none.

i. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF AN EXPENDITURE OF \$4,496.00 TO MELTON'S A / C & APPLIANCE SERVICE FOR 10 BURNER VULCAN STOVE WITH 2 STANDARD OVENS FROM CAPITAL OUTLAY – PROPERTIES (ACCOUNT #44-445-5419). OTHER QUOTES RECEIVED: VULCAN EQUIPMENT - \$13,204.00, EQUIPMENT PREFERENCE, INC. (E.P.I.), NORMAN, OK - \$4,275.00 (NOT INCLUDING FREIGHT) AND AMUDSEN COMMERCIAL KITCHENS, OKLAHOMA CITY - \$4,510.00 (NOT INCLUDING FREIGHT).

Motion was made by White, second by Thompson to approve an expenditure of \$4,496.00 to Melton's A / C & Appliance Service for 10 burner Vulcan stove with 2 standard ovens from Capital Outlay – Properties (Account #44-445-5419). Other quotes received: Vulcan Equipment - \$13,204.00, Equipment Preference, Inc. (E.P.I.), Norman, Ok - \$4,275.00 (not including freight) and Amudsen Commercial Kitchens, Oklahoma City - \$4,510.00 (not including freight). Voting yes: Brittain, Chitwood, Stott, Willcutt, White. Voting no: none.

A motion to recess was made by White, second by Stott. Voting yes: Brittain, Chitwood, Stott, Willcutt, White, Thompson. Voting no: none.

After a 5-minute recess, Council meeting was reconvened.

j. DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH FIBER INTERACTIVE TECHNOLOGIES, PRYOR, OK FOR CITY OF PRYOR CREEK WI-FI NETWORK PHASE 4 PROPOSAL.

Motion was made by Chitwood, second by Brittain to approve authorizing the Mayor to sign an agreement with Fiber Interactive Technologies, Pryor, Ok for City of Pryor Creek Wi-Fi Network Phase 4 proposal. Motion was made by Brittain, second by Chitwood to table until next Council meeting for further discussion. Voting yes: Chitwood, Stott, Willcutt, White, Thompson, Brittain. Voting no: none.

k. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF ACCEPTANCE OF A GRANT IN THE AMOUNT OF \$100,000.00 FROM GOOGLE FOR THE CITY OF PRYOR CREEK WI-FI NETWORK PHASE 4 PROPOSAL.

Motion was made by White, second by Chitwood to table discussion and possible action regarding the approval of acceptance of a grant in the amount of \$100,000.00 from Google for the City of Pryor Creek Wi-Fi Network Phase 4 Proposal until the next Council meeting. Voting yes: Stott, Willcutt, White, Thompson, Brittain, Chitwood. Voting no: none.

l. DISCUSSION AND POSSIBLE ACTION REGARDING EXPENDITURE TO FIBER INTERACTIVE TECHNOLOGIES OF \$50,547.35 FROM REAL PROPERTY ACQUISITION – CITY HALL PROJECT (ACCOUNT #46-465-5422) FOR COMPLETION OF CITY OF PRYOR CREEK WI-FI NETWORK PHASE 4 PROJECT (TOTAL COST OF PROJECT WILL BE \$150,547.35).

Motion was made by White, second by Chitwood to table discussion and possible action regarding expenditure to Fiber Interactive Technologies of \$50,547.35 from Real Property Acquisition – City Hall Project (Account #46-465-5422) for completion of City of Pryor Creek Wi-Fi Network Phase 4 Project (total cost of project will be \$150,547.35) until next Council meeting. Voting yes: Willcutt, White, Thompson, Brittain, Chitwood, Stott. Voting no: none.

m. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF HIRING JERI GROVES TO FILL THE VACANT POSITION AT THE THOMAS J. HARRISON PRYOR PUBLIC LIBRARY AT RANGE C, STEP 1 (ANNUAL WAGE - \$27,102.00).

Motion was made by Chitwood, second by Willcutt to approve hiring Jeri Groves to fill the vacant position at the Thomas J. Harrison Pryor Public Library at Range C, Step 1 (annual wage - \$27,102.00). Voting yes: White, Thompson, Brittain, Chitwood, Willcutt. Voting no: Stott.

p. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF EXPENDITURE IN THE AMOUNT OF \$2,818.00 TO CLASSIC JANITORIAL SERVICES, INCORPORATED, INOLA, OK FOR RECONDITIONING FLOORS AT THE PRYOR CREEK RECREATION CENTER BOY'S AND GIRL'S CLUB FROM RECREATION CENTER – REPAIR AND MAINTENANCE (ACCOUNT #84-845-5091) WITH WORK TO BE COMPLETED BY MAY 28TH – MAY 30TH. OTHER QUOTES RECEIVED: WILSON CLEANING SERVICES, SALINA, OK - \$3,328.00 AND BOHANNAN FLOORS, PRYOR, OK - \$3,530.00.

Motion was made by Chitwood, second by Thompson to approve expenditure in the amount of \$2,818.00 to Classic Janitorial Services, Incorporated, Inola, OK for reconditioning floors at the Pryor Creek Recreation Center Boy's and Girl's Club from Recreation Center – Repair and Maintenance (Account #84-845-5091) with work to be completed by May 28th – May 30th. Other quotes received: Wilson Cleaning Services, Salina, OK - \$3,328.00 and Bohannan Floors, Pryor, OK - \$3,530.00. Note that the Recreation Center will be closed during those days. Voting yes: White, Thompson, Brittain, Chitwood, Stott, Willcutt. Voting no: none.

6. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND)

Council discussed items covered at the last Budget Meeting earlier this evening.

b. ORDINANCE / INSURANCE (CHITWOOD)

Chitwood reported that the Ordinance / Insurance Meeting will be held Thursday, April 21st, 2016 at 5:30 p.m.

c. STREET / MAINTENANCE GARAGE (WILLCUTT)

Willcutt reported that the Street / Maintenance Committee will meet Tuesday, April 26th, 2016 at 6:00 p.m

7. UNFORESEEABLE BUSINESS.

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

No unforeseeable business was presented.

8. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the meeting to order at 6:45 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF APRIL 5TH, 2016 MEETING.

Motion was made by White, second by Brittain to approve minutes of April 5th, 2016 Meeting. Voting yes: Brittain, Chitwood, Stott, Willcutt, White, Thompson. Voting no: none.

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

No unforeseeable business was presented.

4. ADJOURN.

Motion was made by Stott, second by White to adjourn the Pryor Public Works Authority meeting. Voting yes: Chitwood, Stott, Willcutt, White, Thompson, Brittain. Voting no: none.

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

MINUTES WRITTEN BY CITY CLERK EVA SMITH
