

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, SEPTEMBER 20TH, 2016 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 and the City website at www.pryorcreek.org. Notice was also e-mailed to *The Paper* and *The Times* newspapers and e-mailed to the Council members.

1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL CALL.

Mayor 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, Willard Buchanan, Yolanda Thompson, Scott Craft, Greg Rosamond, Travis Noland, Jill White and Drew Stott. Council members absent: none.

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

Others: Police Officers Jared Vance, Chris Penland and Dustin Van Horn, Mehlburger Brawley Engineer Steve Powell, Pryor Main Street Director BJ Cummings, Library Board Member Nettie Anderson, Recreation Center Employee Jacquelyn Moyers, Branch Communications Representatives Mark Kessler and Troy Williams, Nena Roberts, Chris Curnutt and Dr. Paul Mobley.

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

1. Chris Curnutt asked to be on the agenda to discuss the possible sale of the PYO Building.
2. Dr. Mobley discussed what impact there would be to the citizens and children regarding construction of the cell tower in Hidden Park. He proposed that better uses for that space could be a vegetable garden or butterfly garden, for example.

3. MAYOR'S REPORT:

No report was given.

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 September 6th, 2016 Council meeting.
- b. Approve payroll purchase orders through September 23rd, 2016.
- c. Approve claims for purchase orders through September 20th, 2016.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1620160678 – 910789B	116,072.59
STREET & DRAINAGE	910760B - 1620160493	44,218.11
GOLF	1620160691	168.63
CAPITAL OUTLAY	1620160663	20.50
REAL PROPERTY ACQUISITION	910808B - 1620160674	1,904.00
RECREATION CENTER	1620160608 – 910811B	5,911.25
PPWA	1620160636	1,700.00
E-911	1620160651	51.21
DONATIONS	1620160609 - 1620160414	921.99
TOTAL		170,968.28

NEW BLANKET PURCHASE ORDERS

910837B

PRYOR STONE

5,000.00

TOTAL

5,000.00

- d. Acknowledge receipt of deficient purchase orders.
No deficient purchase orders were presented.
- e. Approve August Appropriation Request.
- f. Discussion and possible action regarding approval of Option Site Ground Lease Agreement with Branch Communications, LLC for proposed new cell tower in Hidden Park.
- g. Discussion and possible action regarding the approval of a Resolution for an Amendment to Communications Site Lease Agreement (Ground) OK47585-A/Pryor 2, OK.
- h. Discussion and possible action regarding the Mayor's reappointment of Andy Rogers to Planning and Zoning Committee Seat #6, term expiring 9/30/19.
- i. Discussion and possible action regarding the Mayor's reappointment of Harriett Dunham to Planning and Zoning Committee Seat #7, term expiring 9/30/19.
- j. Discussion and possible action to approve authorizing the Police Chief to close roads as necessary for the Taylor Keen Smoke Tires Not Drugs Memorial Car Show and Burnout Tribute on October 8th, 2016.
- k. Discussion and possible action allowing First Baptist Church to block off the unit block of North Hogan Street on October 26th, 2016 from 5:30 p.m. until 8:00 p.m. for their annual Trunk or Treat event.
- l. Discussion and possible action regarding an expenditure of \$2,500.00 to the Pryor Main Street – Dads Drag Main from Hotel / Motel Tax Grant Applications received for 2016 – 2017.
- m. Discussion and possible action regarding the transfer of a Coats Tire Machine, ID No. 03827, Serial No. 0907109301 valued at \$2,995.00 from the Maintenance Garage to the Street Department.
- n. Discussion and possible action regarding declaring surplus the Ammco Brake Lathe, ID No. 02446, Serial No. 0003603524 purchased 04/01/2000 in the amount of \$3,927.27 from the Maintenance Garage.
- o. Discussion and possible action regarding the transfer of Marquette Trans Jack, ID No. 02928 valued at \$999.99 from the Maintenance Garage to the Park Department.
- p. Discussion and possible action regarding declaring surplus the PF4 Recycler Coolant Machine, ID No. 2926, Serial No. 2295 received on 04/22/2006 at no expense from the Maintenance Garage.
- q. Discussion and possible action regarding declaring surplus the CT2 Coolant Machine, ID No. 2925, Serial No. 302-14097 purchased 04/22/06 for \$2,000.00 from the Maintenance Garage.
- r. Discussion and possible action regarding an expenditure to resurface four (4) East tennis courts using DECO System from Parks Capital Outlay Account #44-445-5415. Quotes received: John Henzel Tennis Court Systems - \$25,000.00 and Merritt Tennis Systems - \$29,816.00.
- s. Discussion and possible action regarding an expenditure to purchase a utility vehicle for the Park Department from quotes received using Parks Capital Outlay Account #44-445-5415. Quotes received: Deere and Company - \$9,099.74 and Kubota Center, Pryor - \$12,404.56.
- t. Discussion and possible action regarding an expenditure for the construction of an additional exit door on the East end of the Library from Library Capital Outlay Account #44-445-5416. Quotes received: Replogle Remodeling - \$3,850.00 with \$1,900.00 due at beginning of project and total of \$1,950.00 due upon completion and Morehead Construction, LLC - \$4,278.00. Both quotes will require an additional cost of \$545.00 for electrical work necessary to install a new remote emergency light head outside the new door and labor and material to run power to the new fire alarm panel with Bostick Electric to provide electrical work.
- u. Discussion and possible action regarding an expenditure to install a fire alarm at the Library from Library Capital Outlay Account #44-445-5416. Quotes received: Endex, Inc. of Tulsa - \$10,300.00 and Tyco Integrated Security - \$16,158.35.
- v. Discussion and possible action regarding approving the Pryor Creek Recreation Center to purchase a SciFit Recumbent Bike bi-directional-step-through with premium seat, ISO7011R-INT including inside delivery, fully assembled, 3-year parts and 1-year labor warranty from Recreation Center

Capital Outlay Account #84-845-5410 from quotes received. Quotes received: SciFit - \$3,060.00 Central States Fitness Systems, Inc. - \$4,165.00 and Reps - \$3,690.00.

- w. Discussion and possible action regarding authorizing the Mayor to sign an agreement and approve an expenditure of \$6,500.00 to Paddock Enterprises, Inc. for an evaluation of the cost of renovation of the indoor pool at the Pryor Creek Recreation Center from Aquatic Repair and Maintenance Account #84-846-5091.
- x. Discussion and possible action approving the purchase of a new Raypak 1, 800,000 BTU pool heater for the Pryor Creek Recreation Center from Paddock Enterprises in the amount of \$21,400.00 plus delivery fee of approximately \$1,000.00 and declare an emergency from Aquatic Repair and Maintenance Account #84-846-5091. Other quotes received: Leslie's Swimming Pool Supplies - \$29,166.99 plus delivery fee of approximately \$300.00 to \$500.00 and Melton's A/C & Appliance Service, Inc. - \$23,533.00 freight included.
- y. Discussion and possible action regarding acceptance of resignation of Police Dispatcher Elizabeth Henson effective September 19th, 2016.
- z. Discussion and possible action regarding appointment of Sergeant Justin Couch to the vacant School Resource Officer and Canine handler for the Pryor Police Department effective September 14th, 2016.
- aa. Discussion and possible action regarding acceptance of 24 Narcan Nasal Spray kits with an approximate value of \$2,832.00 by the Pryor Police Department from an anonymous donor.

Motion was made by Rosamond, second by Stott to approve items a-aa, less f, g, r, s, t, u, w, x, z. Voting yes: Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland, White, Stott. Voting no: none.

f. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF OPTION SITE GROUND LEASE AGREEMENT WITH BRANCH COMMUNICATIONS, LLC FOR PROPOSED NEW CELL TOWER IN HIDDEN PARK.

Motion was made by Rosamond, second by Willcutt to approve Option Site Ground Lease Agreement with Branch Communications, LLC for proposed new cell tower in Hidden Park. Motion was then made by Noland, second by Thompson to table approval of Option Site Ground Lease Agreement with Branch Communications, LLC for proposed new cell tower in Hidden Park until next Council meeting. Voting yes: Buchanan, Thompson, Craft, Rosamond, Noland, White, Stott, Willcutt. Branch Communications Representatives Mark Kessler and Troy Williams spoke to the Council regarding the cell tower proposal.

g. DISCUSSION AND POSSIBLE ACTION REGARDING THE APPROVAL OF A RESOLUTION FOR AN AMENDMENT TO COMMUNICATIONS SITE LEASE AGREEMENT (GROUND) OK47585-A/PRYOR 2, OK.

Motion was made by Buchanan, second by Willcutt to table the approval of a Resolution for an Amendment to Communications Site Lease Agreement (Ground) OK47585-A/Pryor 2, OK. Voting yes: Thompson, Craft, Rosamond, Noland, White, Stott, Willcutt, Buchanan. Voting no: none.

r. DISCUSSION AND POSSIBLE ACTION REGARDING AN EXPENDITURE TO RESURFACE FOUR (4) EAST TENNIS COURTS USING DECO SYSTEM FROM PARKS CAPITAL OUTLAY ACCOUNT #44-445-5415. QUOTES RECEIVED: JOHN HENZEL TENNIS COURT SYSTEMS - \$25,000.00 AND MERRITT TENNIS SYSTEMS - \$29,816.00.

Motion was made by Rosamond, second by Noland to approve an expenditure to resurface four (4) East tennis courts using DECO System from Parks Capital Outlay Account #44-445-5415 by John Henzel Tennis Court Systems - \$25,000.00. Other quote received: Merritt Tennis Systems - \$29,816.00. Voting yes: Craft, Rosamond, Noland, White, Stott, Willcutt, Buchanan, Thompson. Voting no: none.

s. DISCUSSION AND POSSIBLE ACTION REGARDING AN EXPENDITURE TO PURCHASE A UTILITY VEHICLE FOR THE PARK DEPARTMENT FROM QUOTES RECEIVED USING PARKS CAPITAL OUTLAY ACCOUNT #44-445-5415. QUOTES RECEIVED: DEERE AND COMPANY - \$9,099.74 AND KUBOTA CENTER, PRYOR - \$12,404.56.

Motion was made by Willcutt, second by Rosamond to approve an expenditure to purchase a utility vehicle for the Park Department from Deere and Company - \$9,099.74 using Parks Capital Outlay Account #44-445-5415. Other quote received: Kubota Center, Pryor - \$12,404.56. Voting yes: Rosamond, Noland, White, Willcutt, Buchanan, Thompson. Voting no: Stott and Craft.

t. DISCUSSION AND POSSIBLE ACTION REGARDING AN EXPENDITURE FOR THE CONSTRUCTION OF AN ADDITIONAL EXIT DOOR ON THE EAST END OF THE LIBRARY FROM LIBRARY CAPITAL OUTLAY ACCOUNT #44-445-5416. QUOTES RECEIVED: REPLOGLE REMODELING - \$3,850.00 WITH \$1,900.00 DUE AT BEGINNING OF PROJECT AND TOTAL OF \$1,950.00 DUE UPON COMPLETION AND MOREHEAD CONSTRUCTION, LLC - \$4,278.00. BOTH QUOTES WILL REQUIRE AN ADDITIONAL COST OF \$545.00 FOR ELECTRICAL WORK NECESSARY TO INSTALL A NEW REMOTE EMERGENCY LIGHT HEAD OUTSIDE THE NEW DOOR AND LABOR AND MATERIAL TO RUN POWER TO THE NEW FIRE ALARM PANEL WITH BOSTICK ELECTRIC TO PROVIDE ELECTRICAL WORK.

Motion was made by Buchanan, second by Stott to approve an expenditure for the construction of an additional exit door on the East end of the Library from Library Capital Outlay Account #44-445-5416 by Morehead Construction, LLC - \$4,278.00 as lowest and best bid. Other quote received: Replogle Remodeling - \$3,850.00 with \$1,900.00 due at beginning of project and total of \$1,950.00 due upon completion. Both quotes will require an additional cost of \$545.00 for electrical work necessary to install a new remote emergency light head outside the new door and labor and material to run power to the new fire alarm panel with Bostick Electric to provide electrical work. (Replogle had lowest bid, but required half up front. The City is not legally able to prepay for any services). Voting yes: Noland, White, Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond. Voting no: none.

u. DISCUSSION AND POSSIBLE ACTION REGARDING AN EXPENDITURE TO INSTALL A FIRE ALARM AT THE LIBRARY FROM LIBRARY CAPITAL OUTLAY ACCOUNT #44-445-5416. QUOTES RECEIVED: ENDEX, INC. OF TULSA - \$10,300.00 AND TYCO INTEGRATED SECURITY - \$16,158.35.

Motion was made by Buchanan, second by Craft to approve an expenditure to install a fire alarm at the Library from Library Capital Outlay Account #44-445-5416 by Endex, Inc. of Tulsa - \$10,300.00 as low bid. Other quote received: Tyco Integrated Security - \$16,158.35. Voting yes: White, Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland. Voting no: none.

w. DISCUSSION AND POSSIBLE ACTION REGARDING AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT AND APPROVE AN EXPENDITURE OF \$6,500.00 TO PADDOCK ENTERPRISES, INC. FOR AN EVALUATION OF THE COST OF RENOVATION OF THE INDOOR POOL AT THE PRYOR CREEK RECREATION CENTER FROM AQUATIC REPAIR AND MAINTENANCE ACCOUNT #84-846-5091.

Motion was made by Noland, second by Rosamond to approve authorizing the Mayor to sign an agreement and approve an expenditure of \$6,500.00 to Paddock Enterprises, Inc. for an evaluation of the cost of renovation of the indoor pool at the Pryor Creek Recreation Center from Aquatic Repair and Maintenance Account #84-846-5091. Voting yes: Stott, Willcutt, Buchanan, Thompson, Rosamond, Noland, White. Voting no: Craft.

x. DISCUSSION AND POSSIBLE ACTION APPROVING THE PURCHASE OF A NEW RAYPAK 1, 800,000 BTU POOL HEATER FOR THE PRYOR CREEK RECREATION CENTER FROM PADDOCK ENTERPRISES IN THE AMOUNT OF \$21,400.00 PLUS DELIVERY FEE OF APPROXIMATELY \$1,000.00 AND DECLARE AN EMERGENCY FROM AQUATIC REPAIR AND MAINTENANCE ACCOUNT #84-846-5091. OTHER QUOTES RECEIVED: LESLIE'S SWIMMING POOL SUPPLIES - \$29,166.99 PLUS DELIVERY FEE OF APPROXIMATELY \$300.00 TO \$500.00 AND MELTON'S A/C & APPLIANCE SERVICE, INC. - \$23,533.00 FREIGHT INCLUDED.

Motion was made by Willcutt, second by Noland approving the purchase of a new Raypak 1, 800,000 BTU pool heater for the Pryor Creek Recreation Center from Paddock Enterprises in the amount of \$21,400.00 plus delivery fee of approximately \$1,000.00 and declare an emergency from Aquatic Repair and Maintenance Account #84-846-5091. Other quotes received: Leslie's Swimming Pool Supplies - \$29,166.99 plus delivery fee of approximately \$300.00 to \$500.00 and Melton's A/C & Appliance Service, Inc. - \$23,533.00 freight included. Voting yes: Rosamond, Noland, White, Willcutt, Thompson. Voting no: Stott, Buchanan and Craft.

z. DISCUSSION AND POSSIBLE ACTION REGARDING APPOINTMENT OF SERGEANT JUSTIN COUCH TO THE VACANT SCHOOL RESOURCE OFFICER AND CANINE HANDLER FOR THE PRYOR POLICE DEPARTMENT EFFECTIVE SEPTEMBER 14TH, 2016.

Motion was made by Rosamond, second by Noland to approve appointment of Sergeant Justin Couch to the vacant School Resource Officer and Canine handler for the Pryor Police Department effective September 14th, 2016. Voting yes: Noland, White, Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond. Voting no: none.

6. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND)

Rosamond reported that the Budget Meeting met last week and will meet again at their regular meeting in October.

b. ORDINANCE / INSURANCE (THOMPSON)

Thompson reported that the committee will be meeting on September 29th, 2016 at 6:00 p.m.

c. STREET / MAINTENANCE GARAGE (WILLCUTT)

Willcutt stated that he had no report.

7. UNFORESEEABLE BUSINESS.

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

No Unforeseeable Business was presented.

8. ADJOURN.

Motion was made by Thompson, second by Craft to adjourn. Voting yes: White, Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the meeting to order at 7:40 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF SEPTEMBER 6TH, 2016 MEETING.

Motion was made by Stott, second by Thompson to approve the minutes of September 6th, 2016 meeting. Voting yes: Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland, White. 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 Willcutt to adjourn the Pryor Public Works Authority meeting. Voting yes: Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland, White, Stott. Voting no: none.

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

MINUTES WRITTEN BY CITY CLERK EVA SMITH
