

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, NOVEMBER 15TH, 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 led 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. Members absent: none.

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

Others: Police Captain Kevin Tramel, Police Officers Dustin Van Horn, Scott Garrett, Chuck Ward and Doug Barham, Police Dispatchers Sarah Maddoux and Mitchel Phillips, Firefighters Tim Bonea and Kenny Cooper, Volunteer Firefighter Trey Larremore, and Dean Downing.

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

There were no petitions from the audience.

3. MAYOR'S REPORT:

Mayor introduced Dean Downing, a contractor who is present to discuss the Recreation Center patio and parking lot projects.

Mayor thanked Police Officer Souix Greninger for her hard work in presenting and being awarded the S.T.O.P. V.A.W.A. Grant in the amount of \$48,122.00.

4. CITY ATTORNEY'S REPORT:

a. Discussion and possible action regarding a Resolution calling for the General Election in 2017.

Motion was made by Noland, second by Stott to approve Resolution 2016-10 calling for the General Election in 2017. Voting yes: Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland, White, Stott. 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 November 1st, 2016 Council meeting.
- b. Approve payroll purchase orders through November 18th and December 2nd, 2016.
- c. Approve claims for purchase orders through November 15th, 2016.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	1620161189 - 910789B	119,196.29
STREET & DRAINAGE	1620161071 - 1620160827	15,711.57
GOLF	1620161165 - 1620161171	7,000.05
CAPITAL OUTLAY	1620160476 - 1620161123	13,324.88
REAL PROPERTY ACQUISITION	910808B	1,800.00
RECREATION CENTER	1620161088 - 1620161174	10,198.59
PRYOR PUBLIC WORKS AUTHORITY	1620161181	7,500.00
E-911	1620161105 - 1620161114	245.91

TOTAL**175,431.24****NEW BLANKET PURCHASE ORDERS**

910840B	PRYOR VETERINARY HOSPITAL	9,000.00
910841B	ALLWINE ROOFING & CONSTRUCTON	176,159.00
910842B	CURTIS BLUE LINE	6,000.00

TOTAL**191,159.00**

- d. Acknowledge receipt of deficient purchase orders.

<i>PO NUMBER</i>	<i>INVOICE #</i>	<i>VENDOR</i>	<i>AMOUNT</i>	<i>REASON FOR DEFICIENCY</i>	<i>ISSUING DEPARTMENT</i>
1620161138	07170377	WHITE STAR MACHINERY	\$5,221.47	Ordered without Purchase Order	STREET
1620161153	136817	MELTON'S A.C. & APPLIANCE	\$1,359.65	Ordered without Purchase Order	RECREATION CENTER

- e. Approve October Appropriation Requests.
- f. Discussion and possible action regarding authorization of appraisal of the Pryor Youth Organization building.
- g. Discussion and possible action regarding authorizing the Mayor to sign the fiscal year 2017 Emergency Management Program Grant Contractual Agreement.
- h. Discussion and possible action regarding authorizing Infrastructure Solutions / Melburger Brawley to engineer and provide specifications for replacement of the patio area at the Pryor Creek Recreation Center.
- i. Discussion and possible action regarding authorizing Infrastructure Solutions / Mehlburger Brawley to engineer and provide specifications for parking lot repair at the Pryor Creek Recreation Center.
- j. Discussion and possible action regarding promotion of Josh Turner to Assistant Golf Superintendent at a rate of \$12.00 through Peoplelink Staffing Solutions from Golf – Temp Services Account #41-415-5012.
- k. Discussion and possible action regarding increasing Recreation Center Child Watch hourly rate from \$7.69 to \$8.50.
- l. Discussion and possible action regarding an expenditure of \$3,000.00 for the yearly subscription to Overdrive from Capital Outlay – Library Account #44-445-5416.
- m. Discussion and possible action regarding the promotion of B. K. Young from Assistant Fire Chief (Range H, Step 4 – annual salary \$58,832.00) to Fire Chief (Range I, Step 4 – annual salary \$64,406.00) of the Pryor Creek Fire Department effective December 31st, 2016 upon the retirement of Fire Chief Tim Thompson.
- n. Discussion and possible action regarding approving a Captain position for the Pryor Creek Fire Department effective December 31st, 2016 until June 30th, 2017.
- o. Discussion and possible action regarding promotion of Pryor Creek Police Patrol Officer Scott Garrett (Range J, Step 4 – annual wage \$43,633.00) to Corporal position (Range K, Step 4 – annual wages \$44,827.00) effective December 3rd, 2016. This will fill vacancy created by Jeremy Cantrell's resignation.
- p. Discussion and possible action regarding promotion of Pryor Creek Police Corporal Chuck Ward (Range K, Step 3 – annual wage \$40,378.00) to Sergeant (Range L, Step 3 - \$41,345.00) effective December 3rd, 2016. This will fill vacancy created by Sergeant Justin Couch's move to the School Resource Officer position.
- q. Discussion and possible action regarding promotion of Pryor Creek Corporal Doug Barham (Range K, Step 4 – annual wage \$44,827.00) to Sergeant (Range L, Step 4 - \$47,000.00) effective December 3rd, 2016. This will fill vacancy created by James Willyard's promotion in 2015.
- r. Discussion and possible action regarding hiring Pryor Creek Police Department dispatcher Mitchel Phillips (Range D, Step 2 – annual wage \$30,857.00) to fill Pryor Creek Patrol Officer position (Range J, Step 2 – annual wage \$37,174.00) effective December 3rd, 2016 pending approval from the Oklahoma Police Pension and Retirement Board. This will fill vacancy created by Nate Reed's resignation.
- s. Discussion and possible action regarding promotion of Dispatcher Sarah Maddoux from Range D, Step 2 – annual wage \$30,857.00 to Range D, Step 3 – annual wage \$32,171.00 effective December 3rd, 2016.

- t. Discussion and possible action regarding the possibility of selling the Point Blank bullet proof vest worn by Nate Reed to the Claremore Police Department at the fair market value of \$480.00. The vest is small and will not be worn by anyone else in the department.
- u. Discussion and possible action regarding an expenditure of \$4,268.05 for the purchase of four (4) X26P Tasers, four (4) battery packs, and four (4) holsters from Taser for the Police Department from Donations – Police Forfeitures Account #96-965-5524. Other quote received: PhaZZerstore.com for four (4) PhaZZers, cartridges, and holsters - \$3,402.50. Officers are currently carrying Tasers, have their equipment, and the instructors are trained on Taser.
- v. Discussion and possible action regarding the reduction of City Court from two days per week to one day per week beginning on Monday, February 6th, 2017.
- w. Discussion and possible action regarding increasing the Judges' salary from \$185.50 to \$200.00 per session beginning February 6th, 2017, contingent upon court remaining one day per week.
- x. Discussion and possible action regarding increasing the prosecutors' salary from \$137.50 to \$200.00 per session, beginning February 6th, 2017, contingent upon court remaining one day per week.

Motion was made by Stott, second by Rosamond to approve items a – x less items f, h, m, n, t, u, x. Voting yes: Buchanan, Thompson, Craft, Rosamond, Noland, White, Stott, Willcutt. Voting no: none.

f. Discussion and possible action regarding authorization of appraisal of the Pryor Youth Organization building.

Motion was made by Rosamond, second by Noland to approve authorization of appraisal of the Pryor Youth Organization building. Voting yes: Thompson, Rosamond, Noland. Voting no: Craft, White, Stott, Willcutt, Buchanan. Motion failed.

h. Discussion and possible action regarding authorizing Infrastructure Solutions / Melburger Brawley to engineer and provide specifications for replacement of the patio area at the Pryor Creek Recreation Center.

Motion was made by Noland, second by Rosamond to approve authorizing Infrastructure Solutions / Melburger Brawley to engineer and provide specifications for replacement of the patio area at the Pryor Creek Recreation Center. Voting yes: Craft, Rosamond, Noland, White, Willcutt, Thompson. Voting no: Stott. Abstaining, counting as a no vote: Buchanan.

m. Discussion and possible action regarding the promotion of B. K. Young from Assistant Fire Chief (Range H, Step 4 – annual salary \$58,832.00) to Fire Chief (Range I, Step 4 – annual salary \$64,406.00) of the Pryor Creek Fire Department effective December 31st, 2016 upon the retirement of Fire Chief Tim Thompson.

Motion was made by Rosamond, second by Thompson to approve the promotion of B. K. Young from Assistant Fire Chief (Range H, Step 4 – annual salary \$58,832.00) to Fire Chief (Range I, Step 4 – annual salary \$64,406.00) of the Pryor Creek Fire Department effective December 31st, 2016 upon the retirement of Fire Chief Tim Thompson. Voting yes: Rosamond, Noland, White, Stott, Willcutt, Buchanan, Thompson, Craft. Voting no: none.

n. Discussion and possible action regarding approving a Captain position for the Pryor Creek Fire Department effective December 31st, 2016 until June 30th, 2017.

Motion was made by Noland, second by Rosamond to approve a Captain position for the Pryor Creek Fire Department effective December 31st, 2016 until June 30th, 2017. Voting yes: Noland, White, Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond. Voting no: none.

t. Discussion and possible action regarding the possibility of selling the Point Blank bullet proof vest worn by Nate Reed to the Claremore Police Department at the fair market value of \$480.00. The vest is small and will not be worn by anyone else in the department.

Motion was made by Rosamond, second by Noland to approve selling the Point Blank bullet proof vest worn by Nate Reed to the Claremore Police Department at the fair market value of \$480.00. The vest is small and will not be worn by anyone else in the department. Voting yes: White, Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland. Voting no: none.

u. Discussion and possible action regarding an expenditure of \$4,268.05 for the purchase of four (4) X26P Tasers, four (4) battery packs, and four (4) holsters from Taser for the Police Department from Donations – Police Forfeitures Account #96-965-5524. Other quote received: PhaZZerstore.com for four (4) PhaZZers, cartridges, and holsters - \$3,402.50. Officers are currently carrying Tasers, have their equipment, and the instructors are trained on Taser.

Motion was made by Rosamond, second by Willcutt to approve an expenditure of \$4,268.05 for the purchase of four (4) X26P Tasers, four (4) battery packs, and four (4) holsters from Taser for the Police Department from Donations – Police Forfeitures Account #96-965-5524. Other quote received: PhaZZerstore.com for four (4) PhaZZers, cartridges, and holsters - \$3,402.50. Officers are currently carrying Tasers, have their equipment, and the instructors are trained on Taser. Rosamond amended the motion and Willcutt seconded the amendment as being in the best interest of the City. Voting yes: Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland, White. Voting no: none.

x. Discussion and possible action regarding increasing the prosecutors' salary from \$137.50 to \$200.00 per session, beginning February 6th, 2017, contingent upon court remaining one day per week.

Motion was made by Willcutt, second by Rosamond to approve increasing the prosecutors' salary from \$137.50 to \$200.00 per session, beginning February 6th, 2017, contingent upon court remaining one day per week. Voting yes: Willcutt, Buchanan, Thompson, Rosamond, Noland, White. Voting no: Craft and Stott.

Motion was made by Rosamond, second by Noland to reconsider 5f. Discussion and possible action regarding authorization of appraisal of the Pryor Youth Organization building. Voting yes: Thompson, Craft, Rosamond, Noland, White, Willcutt. Voting no: Buchanan and Stott.

f. Discussion and possible action regarding authorization of appraisal of the Pryor Youth Organization building.

Motion was made by Willcutt, second by Rosamond to approve authorization of appraisal of the Pryor Youth Organization building. Rosamond wanted to clarify the fact that this item was for appraisal only and no other action would be taken under this item. Voting yes: Thompson, Craft, Rosamond, Noland, Willcutt. Voting no: White, Stott and Buchanan.

6. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND):

Rosamond reported that everything from the Budget / Personnel Meeting was discussed earlier in tonight's meeting. The Committee will not meet again until December.

b. ORDINANCE / INSURANCE (THOMPSON):

Thompson reported that the Ordinance / Insurance Committee will be meeting tomorrow at 5:30 p.m.

c. STREET / MAINTENANCE GARAGE (WILLCUTT):

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the meeting to order at 6:38 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF NOVEMBER 1ST, 2016 MEETING.

Motion was made by Stott, second by Willcutt to approve the minutes of November 1st, 2016 meeting. Voting yes: Rosamond, Noland, White, Stott, Willcutt, Buchanan, Thompson, Craft. 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: Noland, White, Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond. Voting no: none.

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

MINUTES WRITTEN BY CITY CLERK EVA SMITH
