

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, DECEMBER 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 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, Travis Noland, Jill White and Drew Stott. Members absent: Greg Rosamond.

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 BK Young, Street Superintendent Buddy Glenn, Library Director Cari Rerat and Assistant Recreation Center Director Rachel Sordahl.

Others: Police Officer Dustin Vanhorn, Volunteer Firefighter James Armontrout, Library Board Chairman Jeanette Anderson and Recreation Center Board Chairman Steve Wyneken.

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

No petitions were presented.

3. MAYOR'S REPORT:

Mayor had no report.

4. CITY ATTORNEY'S REPORT:

City Attorney had 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 December 6th, 2016 Council meeting.
- b. Approve payroll purchase orders through December 30th, 2016.
- c. Approve claims for purchase orders through December 20th, 2016.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	1620161335 - 910789B	114,134.97
STREET & DRAINAGE	910760B - 1620161426	8,874.06
GOLF	1620161338 - 1620161351	13,047.79
REAL PROPERTY ACQUISITION	910808B - 1620161369	1,852.00
HOTEL / MOTEL TAX REVENUE	1620161445 - 1620161452	2,176.26
RECREATION CENTER	1620161336 - 1620161443	17,061.18
E-911	910783B	865.70
TOTAL		\$158,011.96
NEW BLANKET PURCHASE ORDERS		
910843B	INFRASTRUCTURE SOLUTIONS	53,000.00
TOTAL		\$53,000.00

- d. Acknowledge receipt of deficient purchase orders.
No deficient purchase orders were presented.
- e. Approve November's Appropriation Requests.
- f. Discussion and possible action regarding an expenditure in the amount of \$3,571.00 to Pryor Municipal Utility Board for the City portion of the new antennas from Fiber Interactive Technologies from General Fund – Software Account #02-201-5260.
- g. Discussion and possible action regarding an expenditure in the amount of \$1,026.26 to the Pryor Area Chamber of Commerce for the American Cowboy Trader Days from Hotel / Motel grant funds.
- h. Discussion and possible action regarding an expenditure in the amount of \$1,150.00 to the Mayes County Hope Coalition for the Hope Coalition Fever Run from Hotel / Motel grant funds.
- i. Discussion and possible action regarding approval of the PSAP Boundary Map for Pryor Creek 9-1-1, County of Mayes, that accurately reflects the population and the call-taking boundaries for 9-1-1 public safety answering point for this jurisdiction.
- j. Discussion and possible action regarding declaring surplus from the Park Department the 2002 EZ-GO Golf Cart ID No. 03822, Serial No. 1484694 purchased for \$1,500.00 on January 23rd, 2009.
- k. Discussion and possible action regarding declaring surplus from the Street Department a 1985 Ford 1 ½ ton Truck, Inventory No. 874 VIN #1FDNF70H0FVA62766.
- l. Discussion and possible action regarding declaring surplus from the Street Department a Bush Hog 5' Mower, ID No. 145-8-2950, purchased for \$1,800.00 on March 1st, 2002. (Gear box is out.)
- m. Discussion and possible action regarding declaring surplus from the Street Department a Sand Spreader, ID NO. 145-7-01560, Serial No. 114330, purchased on April 3, 2001 for \$5,500.00.
- n. Discussion and possible action regarding declaring surplus from the Street Department a 2-Ton 1985 Ford Dump Truck (water truck), ID NO. 145-14-1511, VIN #1FDNF70HXFVA61334, purchased for \$20,457.00 in 1985.
- o. Discussion and possible action regarding declaring surplus from the Street Department a LeeBoy Asphalt Paver, ID No. 145-9-3643, purchased for \$5,500.00 on June 7th, 2007. (Motor was replaced on July 12th, 2010.)
- p. Discussion and possible action regarding approval for the Pryor Creek Police Department to accept a drug collection unit from the CVS Pharmacy Medication Disposal for Safer Communities Grant. The new unit will provide residents with a safe and environmentally responsible way to dispose of unwanted or expired medication.
- q. Discussion and possible action regarding approval of three part-time Library positions from 8 – 15 hours per week at \$8.50 per hour (two positions working 15 hours per week and one position working 8 – 12 hours per week).
- r. Discussion and possible action regarding approval of a part-time Library "Local History Research Assistant" position, working a maximum of 18 hours per week at \$8.50 per hour.
- s. Discussion and possible action regarding an increase in the Recreation Center front desk temporary staff position from \$7.69 to \$9.00 per hour through Peoplelink Staffing Solutions.
- t. Discussion and possible action regarding approval to hire James Lee Taylor Armontrout to fill vacant Firefighter position effective December 31st, 2016 at Range N, Step 1 (annual wage of \$31,076.00).
- u. Discussion and possible action regarding authorizing the Mayor to purchase 75 Homeland gift cards for full-time City employees for appreciation, not to exceed the total budgeted amount of \$3,000.00 from General Fund Christmas Employee Appreciation Account #02-201-5333.

Motion was made by Stott, second by Buchanan to approve items a-u less a, j, l, m, n, o, s. No action taken on item k. Voting yes: Willcutt, Buchanan, Thompson, Craft, Noland, White, Stott. Voting no: none.

a. Approve Minutes of December 6th, 2016 Council Meeting.

Motion was made by Stott, second by Noland to approve minutes of December 6th, 2016 Council meeting. Voting yes: Buchanan, Thompson, Noland, White, Stott, Willcutt. Abstaining, counting as a no vote: Craft. Voting no: none.

j. Discussion and possible action regarding declaring surplus from the Park Department the 2002 EZ-GO Golf Cart ID No. 03822, Serial No. 1484694 purchased for \$1,500.00 on January 23rd, 2009.

Motion was made by Noland, second by Willcutt to approve declaring surplus from the Park Department the 2002 EZ-GO Golf Cart ID No. 03822, Serial No. 1484694 purchased for \$1,500.00 on January 23rd, 2009. Voting yes: Thompson, Craft, Noland, White, Stott, Willcutt, Buchanan. Voting no: none.

l. Discussion and possible action regarding declaring surplus from the Street Department a Bush Hog 5' Mower, ID No. 145-8-2950, purchased for \$1,800.00 on March 1st, 2002. (Gear box is out.)

Motion was made by Noland, second by Willcutt to approve declaring surplus from the Street Department a Bush Hog 5' Mower, ID No. 145-8-2950, purchased for \$1,800.00 on March 1st, 2002. (Gear box is out.) Voting yes: Craft, Noland, White, Stott, Willcutt, Buchanan, Thompson. Voting no: none.

m. Discussion and possible action regarding declaring surplus from the Street Department a Sand Spreader, ID No. 145-7-01560, Serial No. 114330, purchased on April 3, 2001 for \$5,500.00.

Motion was made by Noland, second by Thompson to approve declaring surplus from the Street Department a Sand Spreader, ID NO. 145-7-01560, Serial No. 114330, purchased on April 3, 2001 for \$5,500.00. Voting yes: Noland, White, Stott, Willcutt, Buchanan, Thompson, Craft. Voting no: none.

n. Discussion and possible action regarding declaring surplus from the Street Department a 2-Ton 1985 Ford Dump Truck (water truck), ID No. 145-14-1511, VIN #1FDNF70HXFVA61334, purchased for \$20,457.00 in 1985.

Motion was made by Noland, second by Willcutt to approve declaring surplus from the Street Department a 2-Ton 1985 Ford Dump Truck (water truck), ID NO. 145-14-1511, VIN #1FDNF70HXFVA61334, purchased for \$20,457.00 in 1985. Voting yes: White, Stott, Willcutt, Buchanan, Thompson, Craft, Noland. Voting no: none.

o. Discussion and possible action regarding declaring surplus from the Street Department a LeeBoy Asphalt Paver, ID No. 145-9-3643, purchased for \$5,500.00 on June 7th, 2007. (Motor was replaced on July 12th, 2010.)

Motion was made by Noland, second by Willcutt to approve declaring surplus from the Street Department a LeeBoy Asphalt Paver, ID No. 145-9-3643, purchased for \$5,500.00 on June 7th, 2007. (Motor was replaced on July 12th, 2010.) Voting yes: Stott, Willcutt, Buchanan, Thompson, Craft, Noland, White. Voting no: none.

s. Discussion and possible action regarding an increase in the Recreation Center front desk temporary staff position from \$7.69 to \$9.00 per hour through Peoplelink Staffing Solutions.

Motion was made by Noland, second by Thompson to approve an increase in the Recreation Center front desk temporary staff position from \$7.69 to \$9.00 per hour through Peoplelink Staffing Solutions. Voting yes: Willcutt, Thompson, Noland, White. Voting no: Buchanan, Craft, Stott.

6. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND):

No report was given.

b. ORDINANCE / INSURANCE (THOMPSON):

Thompson reported they will be scheduling a meeting in January.

c. STREET / MAINTENANCE GARAGE (WILLCUTT):

Willcutt stated the Street / Maintenance Garage Committee met last night and will meet again in January.

7. UNFORESEEABLE BUSINESS.

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

No unforeseeable business was presented.

8. ADJOURN.

Motion was made by Stott, second by Thompson to adjourn. Voting yes: Thompson, Craft, Noland, White, Stott, Willcutt. Voting no: Buchanan.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the meeting to order at 6:25 p.m.

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

Motion was made by Stott, second by Willcutt to approve the minutes of December 6th, 2016 meeting. Voting yes: Thompson, Noland, White, Stott, Willcutt, Buchanan. Abstaining, counting as a no vote: 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 Thompson to adjourn the Pryor Public Works Authority meeting. Voting yes: Craft, Noland, White, Stott, Willcutt, Buchanan, Thompson. 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
