

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JANUARY 17th, 2017 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: City Attorney K. Ellis Ritchie, Police Chief Dennis Nichols, Fire Chief BK Young, Park Superintendent Frank Powell, Street Superintendent Buddy Glenn, Golf Superintendent Dennis Bowman, Library Director Cari Rerat and Recreation Center Director Laura Holloway.

Others: Police Captain Kevin Tramel, Police Officer Dustin Van Horn, Assistant Recreation Center Director Rachel Sordahl, Park Employee Donald Ducummon, Emergency Management Representative Mike Dunham, Integrated Insurance Services Representative John Hawkins, Senior Consultant/CEO of Beasley & Company John Beasley, Mehlburger Brawley Engineer Steve Powell, Houston Brittain, Christopher Perez, Trent Young.

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

No petitions were presented.

Mayor moved to City Attorney’s Report.

4. CITY ATTORNEY’S REPORT:

City Attorney had no report.

Mayor moved to Consent Agenda.

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 January 3rd, 2017 Council meeting.
- b. Approve payroll purchase orders through January 27th, 2017.
- c. Approve claims for purchase orders through January 17th, 2017.

FUNDS	PURCHASE ORDER NUMBER	TOTALS
GENERAL	1620161578 - 1620161583	130,315.29
STREET & DRAINAGE	1620161582 – 910843B	6,890.66
GOLF	1620161595 - 1620161604	7,430.49
CAPITAL OUTLAY	1620161571	1,520.00
REAL PROPERTY ACQUISITION RES.	910808B - 1620161664	12,490.94
RECREATION CENTER	1620161551 - 1620161631	11,155.55
E-911	1620161579 – 910783B	10,782.18
DONATIONS	1620161563 - 1620161605	1,805.00
TOTAL		182,390.11
NEW BLANKET PURCHASE ORDERS		
910845B	PEOPLELINK LLC	10,000.00
910846B	CARD SERVICES	1,000.00
910848B	OKLAHOMA VETERINARY SPEC	2,499.00
TOTAL		13,499.00

- d. Acknowledge receipt of deficient purchase orders.
No deficient purchase orders were presented.
- e. Approve December Appropriations Request.

DECEMBER 2016

FEE IN LIEU	\$	12.39
STREET & DRAINAGE	\$	112,253.06
CEMETERY CARE INTEREST	\$	27.28
CEMETERY CARE FUND	\$	537.50
GOLF COURSE CASH FUND	\$	15,090.42
CAPITAL OUTLAY FUND	\$	23,433.18
CAPITAL OUTLAY RESERVE	\$	637.14
REAL PROPERTY ACQUISITION	\$	83.14
HOTEL/MOTEL TAX	\$	4,873.89
LIBRARY BUILDING FUND	\$	3.52
GOB 2002-RECREATION CENT	\$	-
PPWA BOND PROCEEDS (86)	\$	-
PPWA SINKING FUNDS	\$	81,616.63
PPWA BOND PROCEEDS (88)	\$	5,664.65
RECREATION CENTER-CASH FUND	\$	72,486.09
E-911	\$	2,604.88
LIBRARY SPECIAL	\$	663.13
SEIZURES	\$	4.77
DONATIONS	\$	2,632.01
COMMUNITY DEVELOPMENT BLOCK GRANT	\$	-
TOTAL	\$	322,623.68

- f. Discussion and possible action regarding approval of route for Jefferson Elementary Color Run to be held on April 1st, 2017, so as not to conflict with the Extreme Church Missions Department 5k to be held on April 8th, 2017.
 - g. Discussion and possible action regarding approval of Ryan Thompson to fill one vacant Volunteer Firefighter position effective January 18th, 2017.
 - h. Discussion and possible action regarding approval of Trent Young to fill one vacant Volunteer Firefighter position effective January 18th, 2017.
 - i. Discussion and possible action regarding the transfer of one (1) 2000 Ford F450 ambulance, VIN #1FDXE45F9YHB84058, Inventory #3270 from the Pryor Creek Fire Department to Mayes County Emergency Management.
 - j. Discussion and possible action regarding approval to close the Pryor Creek Recreation Center at 9 p.m. on Monday through Thursday, effective March 1st, 2017, on the contingency that Laura Holloway compile data from the few people who regularly visit the Recreation Center after 9 p.m. and be prepared to present that data to Council on January 17th, 2017.
 - k. Discussion and possible action regarding approval of an expenditure of \$12,700.00 to Paddock Enterprises, Inc. as low bidder at the Pryor Creek Recreation Center for the following items from Recreation Center Aquatic Repair and Maintenance Account #84-846-5091:
 - Installation of Chemtrol pc2100 controller with ORP and pH control, including flow cell and temperature readout.
 - Installation of Accu-Tab PowerBase 3075 Chlorination System
 - CO2 feed system with switchover unit for two bottles (bottles to be provided by owner).
 - Passivation of Stainless Steel Recirculation System (cleaning with nitric acid).
- Proposal includes installation and does not include electrical work. Other bids received: Classic Pools, Inc. - \$14,500.00 and Municipal Industries, Inc. - \$14,900.00.
- l. Discussion and possible action regarding acceptance of resignation of Fitness Coordinator Chrystalina Flerchinger from the Pryor Creek Recreation Center, effective January 25th, 2017.
 - m. Discussion and possible action regarding hiring Johnny Bark to fill the vacant B Operator position at the Street Department, Range C, Step 1 (annual wage - \$27,102.00) effective January 18th, 2017.
 - n. Discussion and possible action regarding hiring Christopher Perez to fill vacant Dispatch position at the Pryor Creek Police Department at Range D, Step 1 (annual wage - \$28,597.00) effective February 1st, 2017. This position is to fill the vacant position left by Mitchel Phillips.
 - o. Discussion and possible action regarding approval of an expenditure of \$32,510.75 for the purchase of 23 Vista Wi-Fi body cameras, necessary accessories, and licensing for the Pryor

Creek Police Department from the sole source vendor Watch Guard, Donations Account #96-965-5510 and #96-965-5524.

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

a. Approve minutes of January 3rd, 2017 Council meeting.

Motion was made by Stott, second by Noland to approve minutes of January 3rd, 2017 Council meeting. Voting yes: Buchanan, Thompson, Craft, Noland, White, Stott, Willcutt. Abstaining, counting as a no vote: Rosamond. Voting no: none.

j. Discussion and possible action regarding approval to close the Pryor Creek Recreation Center at 9 p.m. on Monday through Thursday, effective March 1st, 2017, on the contingency that Laura Holloway compile data from the few people who regularly visit the Recreation Center after 9 p.m. and be prepared to present that data to Council on January 17th, 2017.

Motion was made by Noland, second by Thompson to approve closing the Pryor Creek Recreation Center at 9 p.m. on Monday through Thursday, effective March 1st, 2017, on the contingency that Laura Holloway compile data from the few people who regularly visit the Recreation Center after 9 p.m. and be prepared to present that data to Council on January 17th, 2017. Motion and second were amended to begin March 15, 2017. Voting yes: Thompson, Craft, Rosamond, Noland, White, Willcutt, Buchanan. Voting no: Stott.

n. Discussion and possible action regarding hiring Christopher Perez to fill vacant Dispatch position at the Pryor Creek Police Department at Range D, Step 1 (annual wage - \$28,597.00) effective February 1st, 2017. This position is to fill the vacant position left by Mitchel Phillips.

Motion was made by Rosamond, second by Willcutt to approve hiring Christopher Perez to fill vacant Dispatch position at the Pryor Creek Police Department at Range D, Step 1 (annual wage - \$28,597.00) effective February 1st, 2017. This position is to fill the vacant position left by Mitchel Phillips. Voting yes: Craft, Rosamond, Noland, White, Stott, Willcutt, Buchanan, Thompson. Voting no: none.

o. Discussion and possible action regarding approval of an expenditure of \$32,510.75 for the purchase of 23 Vista Wi-Fi body cameras, necessary accessories, and licensing for the Pryor Creek Police Department from the sole source vendor Watch Guard, Donations Account #96-965-5510 and #96-965-5524.

Motion was made by Noland, second by Thompson to approve an expenditure of \$32,510.75 for the purchase of 23 Vista Wi-Fi body cameras, necessary accessories, and licensing for the Pryor Creek Police Department from the sole source vendor Watch Guard, Donations Account #96-965-5510 and #96-965-5524. Voting yes: Rosamond, Noland, White, Stott, Willcutt, Buchanan, Thompson, Craft. Voting no: none.

Mayor moved back to Mayor's Report.

3. MAYOR'S REPORT:

a. John Beasley Senior Consultant / CEO of Beasley & Company, to discuss possible Federal Regulatory Modifications in the Retirement Plan.

John Beasley reported that Principal Financial is discontinuing certain services that deal with government plans. There are regulatory changes coming in April, which seems to be why this company and others are getting out of the governmental side. Plan documents, plan administration, and compliance are the areas that will be affected.

Beasley & Company is proposing a plan that would provide the services that Principal is discontinuing. The fees will be higher than they were with Principal; however, they will be able to provide a better hands-on service to the City employees. There will be a \$2,000 approximate reduction in fees by Principal. The annual fee for Beasley & Co. would be \$5,000 to take care of both retirement plans, plus a start-up fee of \$2,500.

White asked if it's foreseeable that there would be other regulatory changes that may come up after April 1, and Beasley said there is nothing that can be predicted, but with the change in administration there is a chance that there could be a lessening of regulations, and there has been discussion about doing away with the difference between governmental and private-sector plans.

Rosamond asked if this is a service that could be shopped, and Mayor said there are other companies we can check into for comparison.

Craft asked if there is a way to get just one plan that we could look into to cover everyone, instead of dealing with two plans. John Hawkins stated that the governmental plans are broken down into two sections. Beasley added that one of the first things their company would do is to see if they can combine the two current plans the City has right now.

6. DEPARTMENT HEAD REPORTS:

a. Street Department – Buddy Glenn

Glenn reported that in the last month the department has done a lot of tree trimming and cleaning out of ditches. They have been sweeping when they can, and with the bad weather we have had, there have been potholes that have needed repair. They built a salt brine sprayer. They are working on a way to maintain the brine year-round. They are having issues with citizens blowing their leaves out into the streets and ditches. Something will have to be done to handle that soon. It is against City ordinance, which has been made clear.

Noland pointed out that there is a patch across Park Street. Glenn let him know it is a utility patch.

Potholes on Highway 69 have been reported so the Street Department blocked it off, but it is a State issue and the City is not allowed to fix it.

b. Park / Cemetery – Frank Powell

Powell reported that this time of year the department does a lot of repairs on tables, benches and vehicles. They have built a trailer for the cemetery and two shelters for the tennis courts. Powell reported no vandalism through the Christmas light season. The cemetery handled 99 burials in the last year, which is about 15 under the average, and brought in over \$51,000.

c. Library – Cari Rerat

Rerat handed out monthly statistics and shared the comparison between the last two years. They are up in almost every way possible. Program attendance is going very well. They are averaging 72 new cards a month. They are in the middle of the Choose Your Challenge event, for which they have partnered with the Recreation Center.

d. Recreation Center – Laura Holloway

Holloway pointed out that the reason Frank's deaths are down is because people are coming to the Recreation Center. From December 2015 to December 2016, the numbers have increased by about 500. Holloway thanked the Council for the raise they approved for the young lady who opens the Recreation Center. It meant so much to her. One hundred and two people participated in the Maintain Don't Gain challenge, 79 of whom, completed the challenge. She thanked Jill White for working on insurance issues. Holloway spoke of a number of activities that are going on. She also spoke very highly of Chrystalina Flerchinger, upon her resignation.

e. Golf – Dennis Bowman

Bowman stated that the golf course is slow this time of year. Maintenance works hard during this time to get the mowers ready for the spring and summer. They trim trees and clean up leaves. They are still working on setting up tournaments for the year. Some new technology that people may start hearing about in the next couple of years is a golf cart that runs on lithium batteries. These batteries can last up to 11 years.

f. Police Department – Dennis Nichols

Nichols passed out a report to the Council for review. He stated that there was an officer who responded to a domestic call a couple of weeks ago and was assaulted. He suffered from a broken nose and some facial bones. He required surgery and will be off work for several more weeks. The suspect is in custody.

Stott pointed out that traffic stops are up but citations are down. He asked if they are going soft.

Nichols pointed out what a great job Animal Control is doing. Very few animals are euthanized any more.

g. Fire Department – B. K. Young

Young reported that they finished up last year with around 1,644 calls; 118 of those were structure, grass, and brush fires and 60% of the calls were EMS-related. The schools are finishing out their projects. They are working on fire subscriptions with a new fee structure, which Mr. Ritchie is working on for them.

7. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND):

Rosamond reported that the Budget / Personnel Committee met last week and all the issues were covered at tonight's meeting. There will be a special meeting tomorrow night at 5:30.

b. ORDINANCE / INSURANCE (THOMPSON):

Thompson reported that the Ordinance / Insurance Committee will schedule a meeting within the next couple of weeks.

c. STREET / MAINTENANCE GARAGE (WILLCUTT):

Willcutt stated the Street / Maintenance Garage Committee will meet next week.

Noland left the meeting at 6:50 p.m.

8. UNFORESEEABLE BUSINESS.

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

No unforeseeable business was presented.

9. ADJOURN.

Motion was made by Stott, second by Willcutt to adjourn. Voting yes: Rosamond, 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 7:00 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF JANUARY 3RD, 2017 MEETING.

Motion was made by Stott, second by Willcutt to approve the minutes of January 3rd, 2017 meeting. Voting yes: White, Stott, Willcutt, Buchanan, Thompson, Craft. Abstaining, counting as a no vote: Rosamond. 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 Craft to adjourn the Pryor Public Works Authority meeting. Voting yes: Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond, White. 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
