

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, FEBRUARY 21ST, 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, Street Superintendent Buddy Glenn, Assistant Street Superintendent Bobby Spurlock, Recreation Center Director Laura Holloway, Library Director Cari Rerat and Golf Superintendent Dennis Bowman.

Others: Police Captain Kevin Tramel, Emergency Management Representative Mike Dunham, Assistant Recreation Center Director Rachel Sordahl, County Commissioner Meredith Frailey, Zac Doyle, Steve Smith, Nena Roberts, Jessica Long, Pat Nash, Richard Lamb, Norma Patton, Councilman Stott's wife Sherry and their daughter.

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

No petitions were presented.

3. MAYOR'S REPORT:

a. Recognition of the City of Pryor Creek being named as a Certified Healthy Oklahoma Awardee, achieving Excellence status by the Oklahoma State Department of Health.

Mayor Tramel reported that the City of Pryor Creek has been named as a Certified Healthy Oklahoma Awardee.

b. Recognition of Jill White along with Jenna Wagner, Chris Rowland, Katy Holcroft, Caleb Callison from the Pryor High School Leadership Team and Chase Lankford, Steven Bunten and Arly Garner from the Northeast Technology Center – EAST Program who revised the City Ward Boundary Map.

Mayor Tramel recognized Jill White and her team of students. Jill presented each student present with a Certificate of Appreciation for their hard work on the Ward Boundary Map project.

4. CITY ATTORNEY'S REPORT:

a. Second and final reading, discussion and possible action regarding an ordinance on residential fire subscriptions and fees outside city limits.

Motion was made by Noland, second by Thompson to approve and waive reading of Ordinance #2017-1 on residential fire subscriptions and fees outside city limits. Voting yes: Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland, White, Stott. Voting no: none.

b. Second and final reading, discussion and possible action regarding an ordinance regarding surplus of obsolete property be amended providing for definitions of terms; providing for periodic lists of surplus property to the Mayor and Council; providing for Council Action on surplus property; providing

methods of disposal of surplus property; prohibiting certain sales of surplus property to City Employees; providing for lump sum bids; providing for notice requirements; and containing other provisions related thereto.

Motion was made by Noland, second by Buchanan to approve and waive reading of Ordinance #2017-2 regarding surplus of obsolete property be amended providing for definitions of terms; providing for periodic lists of surplus property to the Mayor and Council; providing for Council Action on surplus property; providing methods of disposal of surplus property; prohibiting certain sales of surplus property to City Employees; providing for lump sum bids; providing for notice requirements; and containing other provisions related thereto. Voting yes: Buchanan, Thompson, Craft, Rosamond, Noland, White, Stott, Willcutt. Voting no: none.

Mayor moved to Item 4d:

d. Discussion and possible action regarding authorizing the City Attorney to draft a resolution calling for a special election to increase sales tax by .25 cent to be allocated to the General Fund. This will increase city sales tax to 4.0% and should increase taxes collected by approximately \$480,000.00.

Motion was made by Noland, second by Rosamond to approve authorizing the City Attorney to draft a resolution calling for a special election to increase sales tax by .25 cent to be allocated to the General Fund. This will increase city sales tax to 4.0% and should increase taxes collected by approximately \$480,000.00. Motion was made by Buchanan, second by Craft to table authorizing the City Attorney to draft a resolution calling for a special election to increase sales tax by .25 cent to be allocated to the General Fund. This will increase city sales tax to 4.0% and should increase taxes collected by approximately \$480,000.00 until next Council meeting. Motion to table was withdrawn by Buchanan, second to table was withdrawn by Craft. Voting yes: Rosamond, Noland, White, Willcutt. Voting no: Thompson, Craft, Stott, Buchanan. Mayor voted yes to break the tie. Motion carried.

Mayor moved to Item 4c:

c. Discussion and possible action regarding authorizing the City Attorney to draft a resolution calling for a special election to reallocate .125 cent of sales tax from the Pryor Creek Recreation Center to the Capital Outlay Account which should increase this account by approximately \$240,000.00. (This will require a vote of the citizens.)

Motion was made by Stott, second by Willcutt to approve authorizing the City Attorney to draft a resolution calling for a special election to reallocate .125 cent of sales tax from the Pryor Creek Recreation Center to the Capital Outlay Account which should increase this account by approximately \$240,000.00. (This will require a vote of the citizens.) Voting yes: Stott. Voting no: Craft, Rosamond, Noland, White, Willcutt, Buchanan, Thompson. Motion failed.

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 February 7th, 2017 Council meeting.
- b. Approve payroll purchase orders through February 24th, 2017.
- c. Approve claims for purchase orders through February 21st, 2017.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1620161879 - 910849B	144,732.82
STREET & DRAINAGE	910760B - 910843B	6,178.16
GOLF	1620161969 - 1620161965	8,051.18
CAPITAL OUTLAY	1620161892 - 1620161903	398.64
REAL PROPERTY ACQUISITION RES.	910808B - 1620161883	116.29
HOTEL/MOTEL TAX	1620161960	2,500.00
RECREATION CENTER	1620161885 - 1620161901	6,088.29
E-911	1620161941 - 910783B	902.70
DONATIONS	1620161930 - 1620161576	5,131.76
TOTAL		174,099.84
NEW BLANKET PURCHASE ORDERS		
NO BLANKETS		
TOTAL		

- d. Acknowledge receipt of deficient purchase orders.

- e. Approve January Appropriations Request.
- f. Discussion and possible action regarding an expenditure in the amount of \$4,050.00 to Kolker & Kolker, Inc. for the detail analysis of financial situation and preparation of reports pertaining to same, along with recommendations.
- g. Discussion and possible action regarding transfer at no value the 2000 Ford Ambulance Support Vehicle, VIN #1FDXE45F9YHB84058, Title No. 491600334005A from the Pryor Creek Fire Department to Mayes County Emergency Management.
- h. Discussion and possible action regarding the proposed fire subscription agreement for individuals residing outside the corporate city limits of the city.
- i. Discussion and possible action regarding an expenditure of \$2,500.00 to Pryor Main Street for reimbursement of funds spent for the Chili Christmas Festival held on November 12th, 2016 from Hotel / Motel – Miscellaneous Account #75-755-5341.
- j. Discussion and possible action regarding revisions to the City of Pryor Creek Policy and Procedure Manual 22-3 in order to clarify definition of ‘full-time’ permanent and probationary employees in relationship to insurance eligibility.
- k. Discussion and possible action regarding an agreement between CourseTrends Internet Marketing and the Pryor Creek Golf Course. This will be on a trade basis with no out-of-pocket cost and will replace the Golf Now agreement.
- l. Discussion and possible action regarding approval of Mehlburger Brawley to define the scope of work and seek bids for the 2017 Street Rehabilitation Project, as defined below:
 - SECTION 1: Northeast First Street from North Mill Street to North Elliott Street
 - SECTION 2: North Indianola Street from Northeast First Street to Northeast Fourth Street
 - SECTION 3: Northeast Second Street to North Bailey and North Bailey from Northeast Second Street to Northeast First Street
 - SECTION 4: North Hogan Street from Northeast Fourth Street to Northeast Fifth Street
 - SECTION 5: South Cherokee Street from Graham Avenue to Southeast First Street
 - SECTION 7: Spot Repairs – Lahoma Drive, Seventeenth Street and Willow Street, Sixteenth and Lindley Lane, Lindley Lane
 - SECTION 8: Spot Repairs - South Elliott Street from Southeast Tenth Street to Southeast Seventeenth Street
 - As alternate bid: SECTION 6: Southeast Seventh Street from Mill Street to Vann Street
- m. Discussion and possible action regarding an expenditure in the amount of \$6,731.58 for a Precor AMT 835 Open Stride Experience Series – P30 Adaptive Motion Trainer including delivery, installation and freight to Push - Pedal – Pull as low bid from Recreation Center Capital Outlay – Equipment Account #84-845-5410. Other quotes received: Elite Exercise Equipment - \$8,530.00 and All American Fitness - \$9,635.00.
- n. Discussion and possible action regarding acceptance of the resignation of Reserve Officer Bo Morehead from the Pryor Creek Police Department effective February 1st, 2017.
- o. Discussion and possible action of an additional expenditure of \$2,059.69 to Champion Collision for cost to repair the Animal Control Unit (VIN 1FDSW2A50AEA28328). The original estimate of \$6,683.10 was approved by Council 12/06/16. OMAG’s original whole loss was \$7,293.77 and OMAG has agreed to send an additional check in the amount \$1,449.02.
- p. Discussion and possible action regarding approval of Electrical Services to install LED lighting in the Thomas J. Harrison Pryor Public Library with funds donated to the Friends of the Library in the amount of \$10,000.00. (No out-of-pocket expense to the City.)

Motion was made by Rosamond, second by Thompson to approve items a-p less items a, f, h, i. Voting yes: Rosamond, Noland, White, Stott, Willcutt, Buchanan, Thompson, Craft. Voting no: none.

a. Approve minutes of February 7th, 2017 Council meeting.

Motion was made by Noland, second by Stott to approve minutes of February 7th, 2017 Council meeting. Voting yes: Noland, White, Stott, Willcutt, Buchanan, Craft. Abstaining, counting as a no vote: Thompson and Rosamond. Voting no: none.

f. Discussion and possible action regarding an expenditure in the amount of \$4,050.00 to Kolker & Kolker, Inc. for the detail analysis of financial situation and preparation of reports pertaining to same, along with recommendations.

Motion was made by Stott, second by Willcutt to approve an expenditure in the amount of \$4,050.00 to Kolker & Kolker, Inc. for the detail analysis of financial situation and preparation of reports pertaining to same, along

with recommendations. Voting yes: Stott, Willcutt, Buchanan, Rosamond, Noland. Voting no: White, Thompson, Craft. Motion carried.

h. Discussion and possible action regarding the proposed fire subscription agreement for individuals residing outside the corporate city limits of the city.

Motion was made by Noland, second by Willcutt to approve as revised fire subscription agreement for individuals residing outside the corporate city limits of the city. Voting yes: Stott, Willcutt, Buchanan, Thompson, Craft, Rosamond, Noland, White. Voting no: none.

i. Discussion and possible action regarding an expenditure of \$2,500.00 to Pryor Main Street for reimbursement of funds spent for the Chili Christmas Festival held on November 12th, 2016 from Hotel / Motel – Miscellaneous Account #75-755-5341.

Motion was made by Willcutt, second by Thompson to approve expenditure of \$2,500.00 to Pryor Main Street for reimbursement of funds spent for the Chili Christmas Festival held on November 12th, 2016 from Hotel / Motel – Miscellaneous Account #75-755-5341. Voting yes: Willcutt, Buchanan, Thompson, Craft, Noland, White, Stott. Abstaining, counting as a no vote: Rosamond. Voting no: none.

6. DEPARTMENT HEAD REPORTS:

a. Street Department – Buddy Glenn

Glenn reported they have added a handicap parking spot at the tennis parking lot. They have been doing concrete work on Hawthorn Ct., S. Hogan and Maple. They have been trimming trees and sweeping when they can. They have also been cleaning out drainage ditches and doing spot repair at 15th and Elliott.

b. Park / Cemetery – Frank Powell

No report was given in Powell's absence.

c. Library – Cari Rerat

Rerat handed out a report regarding Library Usage in January 2017 (attached). She reported that the door count is up 1,300 people from January 2016 to January 2017. The library has started having Thunderbird cadets every other Wednesday.

d. Recreation Center – Laura Holloway

Holloway handed out a report of her facility numbers (attached). She mentioned the Certified Healthy Award. She reported that they received 110 new members in January and 62 so far in February. Some instructors are training some school athletes at the pool. A Heart Challenge was done in February, as well as a Valentine's Day Challenge. The Center is in its third week of the Diabetes class and has three more weeks left. They have been awarded an opportunity by a member to use an InBody Advanced Analysis machine that will tell an individual where they are physically. This analysis is free to all Recreation Center members.

In April, there will be a Healthy Brain/Healthy Mind class. In May and June, there will be a Dementia and Alzheimer's Class. Last week, they hosted 25 retired teachers who came to visit the Recreation Center and see the services they offer.

The pool is currently shut down and all of that work should be completed this week. Their swim team is competing tonight at championships in Claremore. Rachel Sordahl traveled to New Zealand and competed in a race from one coast to the other in rugged terrain.

e. Golf – Dennis Bowman

Bowman thanked the Council for passing the new marketing program. He reported that corporate memberships are doing well. The Golf Course crew is working on finishing up getting all equipment ready for the summer and is spraying for weeds. They are getting ready for the tournaments to begin in April.

f. Police Department – Dennis Nichols

Nichols handed out a statistics report (attached).

g. Fire Department – B. K. Young

Young reported that they responded to 118 calls in January. They are currently conducting a Firefighter 1 in-house academy. Now that the fire subscriptions have passed the Council, they plan to start pushing them

immediately. They will begin working on the commercial fire subscription outline very soon. They are also currently working on a cancer prevention policy.

7. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (ROSAMOND):

Rosamond reported that the Budget / Personnel Committee will meet in March.

b. ORDINANCE / INSURANCE (THOMPSON):

Thompson reported the Ordinance / Insurance Committee will likely meet in March.

c. STREET / MAINTENANCE GARAGE (WILLCUTT):

Willcutt reported that the Street / Maintenance Garage Committee is scheduled to meet next week.

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: Buchanan, Thompson, Craft, Rosamond, Noland, White, Stott, Willcutt. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the meeting to order at 7:05 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF FEBRUARY 7TH, 2017 MEETING.

Motion was made by Stott, second by Buchanan to approve the minutes of February 7th, 2017 meeting. Voting yes: Craft, Noland, White, Stott, Willcutt, Buchanan. Abstaining, counting as a no vote: Thompson, 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 Buchanan to adjourn the Pryor Public Works Authority meeting. Voting yes: Craft, Rosamond, 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
