

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, MARCH 21<sup>ST</sup>, 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](http://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 Scott Craft. Roll Call was conducted by Darla Coats. 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 Kim Ritchie, Police Chief Dennis Nichols, Assistant Police Chief James Willyard, Fire Chief BK Young, Park Superintendent Frank Powell and Library Director Cari Rerat.

Others: Police Captain Kevin Tramel, Mehlburger Brawley Engineer Steve Powell, Pryor Area Chamber of Commerce President Barbara Hawkins, Hope4Youth Representative Crystal Stout and her daughter, Recreation Center Assistant Director Rachel Sordahl, Evett Barham and family, Cydney Baron, Terry Aylward, Darrell and Donna Moore, Randy Chitwood, Zac Doyle, Nena Roberts, Sherry and Heather Stott, Trey Larremore and John Mozingo.

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

No petitions were presented.

**3. MAYOR'S REPORT:**

**a. Discussion and possible action regarding resignation of Ward 3 Council Member Greg Rosamond.**

Motion was made by Noland, second by Stott to accept resignation of Ward 3 Council Member Greg Rosamond. Voting yes: Willcutt, Buchanan, Thompson, Craft, Noland, White, Stott. Voting no: none.

**b. Discussion and possible action regarding Mayor's appointment of Evett Barham to fill vacant Ward 3 Council seat created by resignation of Greg Rosamond.**

Motion was made by Willcutt, second by White to approve Mayor's appointment of Evett Barham to fill vacant Ward 3 Council seat created by resignation of Greg Rosamond. Voting yes: Buchanan, Thompson, Craft, Noland, White, Stott, Willcutt. Voting no: none.

City Attorney Kim Ritchie administered the Oath of Office to Evett Barham. Barham took her seat on the Council.

Noland requested to move to Addendum Item 1. Mayor's Report.

**ADDENDUM  
CITY COUNCIL MEETING  
TUESDAY, MARCH 21<sup>ST</sup>, 2017 AT 6:00 P.M.**

**1. MAYOR'S REPORT: (CONTINUED)**

**a. Entertain nominations for President of Council.**

Motion was made by Noland, second by Thompson to nominate Roger Willcutt for President of Council. Motion was made by White, second by Stott to cease nominations.

**b. Discussion and possible action regarding President of Council.**

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

**2. CITY ATTORNEY’S REPORT: (CONTINUED)**

**a. First reading of an ordinance regarding mowing and keeping properties maintained and cleaned up in the city limits (Chapter 5 under Title 4 in the City Code).**

Motion was made by Stott, second by Buchanan to table this item until next meeting. Council members were able to ask questions about the document and discuss them with Kim Ritchie. Voting yes: Craft, Noland, White, Stott, Willcutt, Buchanan, Thompson, Barham. Voting no: none.

**3. DISCUSSION AND POSSIBLE ACTION APPROVING THAT THE CITY OF PRYOR CREEK DOES HEREBY STATE THAT THE SIDEWALK CONSTRUCTION PROJECT 15571 CDBG 13 IS COMPLETED AND ACCEPTED BY THE COUNCIL AND THAT ALL INVOICES IN REGARDS TO THE COMPLETION OF SAID PROJECT HAVE BEEN PAID.**

Motion was made by Willcutt, second by Stott to approve that the City of Pryor Creek does hereby state that the Sidewalk Construction Project 15571 CDBG 13 is completed and accepted by the Council and that all invoices in regards to the completion of said project have been paid. Voting yes: Barham, Noland, White, Stott, Willcutt, Thompson, Craft. Abstaining, counting as a no vote: Buchanan. Voting no: none.

Returned to City Attorney’s Report on the regular agenda.

**4. CITY ATTORNEY’S REPORT:**

**a. Discussion and possible action regarding authorizing the City Attorney to draft an ordinance to permanently vacate a portion of Northeast 2<sup>nd</sup> Street owned by Eddie Peters.**

Mayor stated that this item will have to be tabled until some things are taken care of and sent to the Planning and Zoning Committee. Ritchie pointed out that this wording should read, “closed,” instead of “vacate.”

Noland left the meeting at 6:20 p.m.

**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 March 7<sup>th</sup>, 2017 Council meeting.
- b. Approve payroll purchase orders through March 24<sup>th</sup>, 2017.
- c. Approve claims for purchase orders through March 21<sup>st</sup>, 2017.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1620162183 - 1620162136	108,507.52
STREET & DRAINAGE	910760B - 1620162125	6,487.81
GOLF	1620162087 - 1620162086	6,688.42
RECREATION CENTER	1620162145 -1620162156	5,814.29
E-911 CASH FUND	1620162116 – 910783B	1,119.30
DONATIONS CASH FUND	1620161679 - 1620162117	32,894.80
	<b>TOTAL</b>	<b>161,512.14</b>
<u>NEW BLANKET PURCHASE ORDERS</u>		
NONE		
		<b>TOTAL</b>

- d. Acknowledge receipt of deficient purchase orders.  
*There were no deficient purchase orders presented.*

e. Approve February Appropriation Requests.

<b>FEBRUARY 2017</b>		
FEE IN LIEU		\$ 20.95
STREET & DRAINAGE		\$ 123,162.62
CEMETERY CARE INTEREST		\$ 28.63
CEMETERY CARE FUND		\$ 212.50
GOLF COURSE CASH FUND		\$ 15,368.86
CAPITAL OUTLAY FUND		\$ 22,487.24
CAPITAL OUTLAY RESERVE		\$ 837.20
REAL PROPERTY ACQUISITION		\$ 1,886.60
HOTEL/MOTEL TAX		\$ 4,468.54
LIBRARY BUILDING FUND		\$ 3.66
GOB 2002-RECREATION CENT		\$ -
PPWA BOND PROCEEDS (86)		\$ -
PPWA SINKING FUNDS		\$ 89,867.21
PPWA BOND PROCEEDS (88)		\$ 2,880.35
RECREATION CENTER-CASH FUND		\$ 80,943.61
E-911		\$ 1,801.68
LIBRARY SPECIAL		\$ 571.24
SEIZURES		\$ 4.96
DONATIONS		\$ 23,314.48
COMMUNITY DEVELOPMENT BLOCK GRANT		\$ -
FUND 47		\$ 0.43
<b>TOTAL</b>		<b>\$ 367,852.70</b>

- f. Discussion and possible action regarding closing of South Adair Street from 3:00 p.m. until 8:00 p.m. from Graham Avenue to Southeast First Street on April 20th, 2017, May 18th, 2017, June 15th, 2017, July 20th, 2017, August 17th, 2017, September 21st, 2017, and October 19th, 2017 for Main Street's Third Thursday Festival to provide set-up time for vendors.
- g. Discussion and possible action regarding closing Ninth Street from the Burdick Center to South Vann for the Annual Hope4Youth Voices for Victims of DUI Awareness Walk on April 21<sup>st</sup>, 2017 at 10:00 a.m.
- h. Discussion and possible action to approve increasing hourly rate for Peoplelink temporary summer park employee Jim Sharpe from \$7.69 per hour to \$8.50 per hour retroactive to March 13<sup>th</sup>, 2017.
- i. Discussion and possible action to approve authorizing the Police Department to purchase a 2017 Ford Explorer from Bob Moore Ford LLC in Oklahoma City at the State bid price of \$32,176.00 to replace one 2004 Crown Victoria (VIN #2FAFP71W94X136707 with 89,343 miles) from Capital Outlay - Police Equipment Account # 44-445-5424. The 2004 Crown Victoria will require over \$5,000.00 in repairs in order to be functional.
- j. Discussion and possible action regarding approval of a Hotel / Motel Grant application in the amount of \$2,500.00 to Pryor Main Street for the Third Thursday Events, scheduled for April through June 2017 as a reallocation of the funds originally approved for the Dad's Drag Main Event which has been cancelled.
- k. Discussion and possible action regarding approval of a Hotel / Motel Grant application in the amount of \$2,500.00 to the Pryor Area Chamber of Commerce for the 2017 American Cowboy Trader's Day.
- l. Discussion and possible action regarding seeking bids for Pryor Creek Wi-Fi Phase 5 project proposal per specifications. (Google Grant)
- m. Discussion and possible action regarding an expenditure in the amount of \$40,874.99 to RCB Bank for payment of Lease #2366839 for Golf Carts and Equipment at the Pryor Creek Golf Course.
- n. Discussion and possible action regarding an expenditure in the amount of \$7,000.00 to A & A Asphalt, Broken Arrow for Change Order No. 1 authorized by Steve Powell, Engineer for Infrastructure Solutions Group, LLC; DBA Mehlburger Brawley for the Recreation Center Parking Lot Repairs PRY 16-04.
- o. Discussion and possible action regarding renewal of the Thomas J. Harrison Pryor Public Library's subscription to the EBSCO Database Learning Express with Job and Career Accelerator add-on for \$3,030.00. Renewal will be paid from the Library's Special Cash – State Aid Account #92-925-5233.
- p. Discussion and possible action regarding the revised policy manual of the Thomas J. Harrison Pryor Public Library as approved by the Library Board on February 23<sup>rd</sup>, 2017.

Motion was made by Willcutt, second by Stott to approve items a-p less items a, g, i, j, k, l, p. Voting yes: White, Stott, Willcutt, Buchanan, Thompson, Craft, Barham. Voting no: none.

**a. Approve minutes of March 7<sup>th</sup>, 2017 Council meeting.**

Motion was made by Willcutt, second by Stott to approve minutes of March 7<sup>th</sup>, 2017 Council meeting. Voting yes: Stott, Willcutt, Buchanan, Thompson, Craft, White. Abstaining, counting as a no vote: Barham. Voting no: none.

**g. Discussion and possible action regarding closing Ninth Street from the Burdick Center to South Vann for the Annual Hope4Youth Voices for Victims of DUI Awareness Walk on April 21<sup>st</sup>, 2017 at 10:00 a.m.**

Motion was made by Buchanan, second by Thompson to approve closing Ninth Street from the Burdick Center to South Vann for the Annual Hope4Youth Voices for Victims of DUI Awareness Walk on April 21<sup>st</sup>, 2017 at 10:00 a.m. Voting yes: Willcutt, Buchanan, Thompson, Craft, Barham, White, Stott. Voting no: none.

**i. Discussion and possible action to approve authorizing the Police Department to purchase a 2017 Ford Explorer from Bob Moore Ford LLC in Oklahoma City at the State bid price of \$32,176.00 to replace one 2004 Crown Victoria (VIN #2FAFP71W94X136707 with 89,343 miles) from Capital Outlay - Police Equipment Account # 44-445-5424. The 2004 Crown Victoria will require over \$5,000.00 in repairs in order to be functional.**

Motion was made by Thompson, second by Willcutt to approve authorizing the Police Department to purchase a 2017 Ford Explorer from Bob Moore Ford LLC in Oklahoma City at the State bid price of \$32,176.00 to replace one 2004 Crown Victoria (VIN #2FAFP71W94X136707 with 89,343 miles) from Capital Outlay - Police Equipment Account # 44-445-5424. The 2004 Crown Victoria will require over \$5,000.00 in repairs in order to be functional.

Stott stated that he appreciated the information they shared with the Budget Committee as to why it would not be in the best interest of the Police Department to put money into repairing the Crown Victoria. Buchanan asked why a Crown Victoria would be replaced with an SUV. Chief Nichols stated that the cars they issue now do not have the power nor the size of the Crown Victoria, and this is a much more comparable solution.

Voting yes: Buchanan, Thompson, Craft, Barham, White, Stott, Willcutt. Voting no: none.

**j. Discussion and possible action regarding approval of a Hotel / Motel Grant application in the amount of \$2,500.00 to Pryor Main Street for the Third Thursday Events, scheduled for April through June 2017 as a reallocation of the funds originally approved for the Dad's Drag Main Event which has been cancelled.**

Motion was made by Stott, second by Willcutt to approve a Hotel / Motel Grant application in the amount of \$2,500.00 to Pryor Main Street for the Third Thursday Events, scheduled for April through June 2017 as a reallocation of the funds originally approved for the Dad's Drag Main Event which has been cancelled. Voting yes: Thompson, Craft, White, Stott, Willcutt, Buchanan. Abstaining, counting as a no vote: Barham. Voting no: none.

**k. Discussion and possible action regarding approval of a Hotel / Motel Grant application in the amount of \$2,500.00 to the Pryor Area Chamber of Commerce for the 2017 American Cowboy Trader's Day.**

Motion was made by Willcutt, second by Craft to approve a Hotel / Motel Grant application in the amount of \$2,500.00 to the Pryor Area Chamber of Commerce for the 2017 American Cowboy Trader's Day. Voting yes: Craft, White, Stott, Willcutt, Buchanan, Thompson. Abstaining, counting as a no vote: Barham. Voting no: none.

**l. Discussion and possible action regarding seeking bids for Pryor Creek Wi-Fi Phase 5 project proposal per specifications. (Google Grant)**

Motion was made by Thompson, second by Buchanan to approve seeking bids for Pryor Creek Wi-Fi Phase 5 project proposal per specifications. (Google Grant) Voting yes: Barham, White, Stott, Willcutt, Buchanan, Thompson, Craft. Voting no: none.

**p. Discussion and possible action regarding the revised policy manual of the Thomas J. Harrison Pryor Public Library as approved by the Library Board on February 23<sup>rd</sup>, 2017.**

Motion was made by Willcutt, second by Craft to approve the revised policy manual of the Thomas J. Harrison Pryor Public Library as approved by the Library Board on February 23<sup>rd</sup>, 2017. Stott asked specifically what had been changed, and Library Director Cari Rerat explained the changes. Voting yes: White, Stott, Willcutt, Buchanan, Thompson, Craft, Barham. Voting no: none.

**6. DEPARTMENT HEAD REPORTS:**

**a. Street Department – Buddy Glenn**

Glenn was unable to attend the meeting but provided a printed report for each Council member.

**b. Park / Cemetery – Frank Powell**

Powell reported that his crew is getting everything ready for Spring. Bathrooms and water fountains at the parks are serviced. Tennis Courts are ready. The crew has been cleaning, mowing and power washing, as well.

Cemetery office has been remodeled and the flag pole has been repaired.

**c. Library – Cari Rerat**

Rerat handed out a chart showing the Library statistics to date. (attached)

**d. Recreation Center – Laura Holloway**

Rachel Sordahl reported in Laura’s absence. MACO Fit has begun at Centennial Park. The Recreation Center had 97 new members in February and has 76 new members in March, to date. Upcoming events in April include a water safety course on Fridays, a Mean and Lean Challenge, Healthy Brain/Healthy Mind Class and lifeguard training.

**e. Golf – Dennis Bowman**

No report in Bowman’s absence.

**f. Police Department – Dennis Nichols**

Nichols stated that he did not have the opportunity to get the statistics ready for the Council, but he would have them by the next meeting. He mentioned that he has added code enforcement to his duties. He thanked the Council for approving the purchase of the new patrol vehicle.

**g. Fire – B.K. Young**

Young reported that last month they handled 119 emergency calls. Of those, 69 were EMS-related, 12 were fires, 5 were MVA’s, 5 were hazardous conditions, 9 were service calls, 11 were good intent and 8 were false alarms. They are wrapping up the Firefighter Academy. They have been getting invited to more events at schools on fire safety, and they are conducting final inspections on school properties.

White thanked Young for the smoke alarm program. Barham thanked him for the partnership with LOFT kids and the Muscular Dystrophy Association.

**7. COMMITTEE REPORTS:**

**a. BUDGET / PERSONNEL (ROSAMOND):**

Stott reported that the Council has acted on the budget items from the last meeting.

**b. ORDINANCE / INSURANCE (THOMPSON):**

Thompson reported the Ordinance / Insurance Committee will meet in April.

**c. STREET / MAINTENANCE GARAGE (WILLCUTT):**

Willcutt reported that the committee will meet in April.

**8. UNFORESEEABLE BUSINESS.**

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

Jill White gave an update on the new Ward map. There are some things that will need to be cleaned up on it, and she is working with Jill McCullah to do this. She did state that the voting precincts will stay the same.

**9. ADJOURN.**

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

**PRYOR PUBLIC WORKS AUTHORITY**

**1. CALL TO ORDER.**

Mayor Tramel called the meeting to order at 6:45 p.m.

**2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF MARCH 7<sup>TH</sup>, 2017 MEETING.**

Motion was made by Stott, second by Willcutt to approve the minutes of March 7<sup>th</sup>, 2017 meeting. Voting yes: Willcutt, Buchanan, Thompson, Craft, Barham, White, Stott. 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: Buchanan, Thompson, Craft, Barham, White, Stott, Willcutt. Voting no: none.

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

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MINUTES WRITTEN BY DARLA COATS \_\_\_\_\_