

**MINUTES  
CITY COUNCIL MEETING  
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING  
CITY OF PRYOR CREEK, OKLAHOMA  
TUESDAY, JULY 18<sup>TH</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* newspaper and e-mailed to the Council members.

**1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL CALL.**

Vice Mayor Roger Willcutt called the meeting to order at 6:00 p.m. The Prayer and the Pledge of Allegiance were led by Willcutt. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Roger Willcutt, Yolanda Thompson, Steve Smith, Jill White and Zac Doyle. Members absent: William Gibson, Evett Barham and Travis Noland.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Fire Chief BK Young, Street Superintendent Buddy Glenn, Park Superintendent Frank Powell, Golf Director Dennis Bowman, Library Director Cari Rerat, Recreation Center Director Laura Holloway and Assistant Recreation Center Director Rachel Sordahl.

Others: Police Captain Kevin Tramel, Chamber of Commerce President Barbara Hawkins, Cemetery Employees Joel Keith and Lucas Hoover, Library Board Chairman Jeannette Anderson, Recreation Center Board Chairman Steve Wyneken, Recreation Board Member Jessica Long, Sabrina Lemons.

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

No petitions were presented.

**3. CITY ATTORNEY'S REPORT:**

No report was presented.

**4. MAYOR'S REPORT:**

No report was presented.

**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 July 5<sup>th</sup>, 2017 Council meeting.
- b. Approve payroll purchase orders through July 28<sup>th</sup>, 2017.
- c. Approve claims for purchase orders through July 18<sup>th</sup>, 2017.

<b>FUNDS</b>	<b>PURCHASE ORDER NUMBER</b>	<b>TOTALS</b>
GENERAL	1720170004 - 1720170012	111,101.20
STREET & DRAINAGE	1720170161 - 910843B	14,266.16
GOLF	1720170138 - 1720170139	13,465.02
CAPITAL OUTLAY	1720170016 - 1720170020	2,947.35
REAL PROPERTY ACQUISITION RES.	1720170014 - 1720170165	376.00
HOTEL MOTEL TAX	1720170112 - 1720170113	3,978.50
OUTDOOR SWIMMING POOL	1720170134 - 1720170032	11,573.51
RECREATION CENTER	1720170070 - 1720170093	13,475.18
E-911 CASH FUND	1720170151 - 1720170116	901.49
DONATIONS CASH FUND	1720170065 - 1720170048	737.03
<b>TOTAL</b>		<b>172,821.44</b>
<b>NEW BLANKET PURCHASE ORDERS</b>		
910865B	AT&T	1,700.00
910866B	AT&T	13,000.00
910867B	B&L CLEANERS	2,500.00
910868B	CULLIGAN OF TULSA	1,500.00
910869B	CULLIGAN OF TULSA	500.00
910870B	GALLS	6,000.00
910871B	GALLS	1,500.00
910872B	HILL'S PET NUTRITION SALES	4,500.00

910873B	MIKE'S TIRE & CAR CARE	5,000.00
910874B	MUSKOGEE COMMUNICATION	10,000.00
910875B	MUSKOGEE COMMUNICATION	3,000.00
910876B	OKLAHOMA VETERINARY SPEC	2,000.00
910877B	DEPARTMENT OF PUBLIC SAFETY	4,200.00
910878B	OFFICE EVERYTHING OF PRYOR	1,500.00
910879B	O'REILLY AUTOMOTIVE INC	1,500.00
910880B	PEOPLELINK LLC	10,000.00
910881B	PRYOR VETERINARY HOSPITAL	10,000.00
910882B	REMEMBRANCE ANIMAL CREM	1,500.00
910883B	ROBERTS AUTO CENTER	15,000.00
910884B	S & J PLUMBING	2,500.00
910885B	SPECIAL-OPS UNIFORMS INC	4,000.00
910886B	XEROX CORPORATION	3,000.00
910887B	XEROX CORPORATION	1,500.00
910888B	VERIZON	12,000.00
910889B	WALMART COMMUNITY / GEC	3,000.00
910890B	WALMART COMMUNITY / GEC	2,500.00
910891B	WALMART COMMUNITY / GEC	2,000.00
910892B	WALMART COMMUNITY / GEC	1,200.00
910893B	XEROX CORPORATION	1,000.00
910894B	LOCKE SUPPLY CO	500.00
910895B	PRYOR LUMBER	400.00
910896B	MUSKOGEE COMMUNICATION	600.00
910897B	KLA-MART	300.00
910898B	TRACTOR SUPPLY CREDIT PLA	300.00
910899B	AUTOZONE COMMERCIAL	200.00
910900B	O'REILLY AUTOMOTIVE INC	700.00
910901B	PRYOR AUTOMOTIVE SUPPLY INC	700.00
910902B	ADVANCE AUTO PARTS	200.00
910903B	OFFICE EVERYTHING OF PRYOR	300.00
910904B	VERIZON WIRELESS	3,414.12
910905B	JACKSON TRUCK REPAIR	2,000.00
910906B	ADVANCE AUTO PARTS	1,000.00
910907B	AUTOZONE COMMERCIAL	1,000.00
910908B	BARCO MUNICIPAL PRODUCTS	1,500.00
910909B	BATTERY OUTFITTERS INC.	1,000.00
910910B	C & R OIL CO	20,000.00
910911B	CHOUTEAU LIME CO INC	1,000.00
910912B	DOLESE BROS CO	20,000.00
910913B	MR. J'S	1,000.00
910914B	MIKE'S TIRE & CAR CARE	1,000.00
910915B	O'REILLY AUTOMOTIVE INC	2,000.00
910916B	PRYOR AUTOMOTIVE SUPPLY INC	4,000.00
910917B	PRYOR LUMBER	4,000.00
910918B	PRYOR STONE CO	5,000.00
910919B	QUANTIE AUTO SUPPLY	1,000.00
910920B	GARY DUANE FOUGHT	24,000.00
910921B	SAFETY KLEEN	2,000.00
910922B	TRACTOR SUPPLY CREDIT PLA	2,000.00
910923B	WALMART COMMUNITY / GEC	2,000.00
910924B	CASELLE INC	15,000.00
910925B	FIBER INTERACTIVE TECHNOLOGIES	18,000.00
910926B	JOHNNY L JANZEN	15,233.40
910927B	KOLKER & KOLKER INC	21,000.00
910928B	WEX BANK	40,000.00
910929B	FIBER INTERACTIVE TECHNOLOGIES	20,798.00
	<b>TOTAL</b>	<b>360,745.52</b>

- d. Acknowledge receipt of deficient purchase orders.  
*No deficient purchase orders were presented.*
- e. Approve June Appropriation Requests.
- f. Discussion and possible action regarding the Jail Use Agreement between the Board of County Commissioners of the County of Mayes and the City Council of Pryor Creek for fiscal year 2017-2018.
- g. Discussion and possible action regarding the appointment of William 'Billy' Gibson as the Abatement Hearing Officer for the City of Pryor Creek.
- h. Discussion and possible action regarding the Mayor's appointment of Amy Cramer to Hotel / Motel Board Seat #5, term ending 4/30/19 to fill the vacant position created by the resignation of Evett Barham.
- i. Discussion and possible action regarding the Mayor's reappointment of Tara Wallace to Hotel / Motel Board Seat #3, term ending 4/30/21.
- j. Discussion and possible action regarding the Mayor's appointment of Ivrie Shearin to Library Board Seat #3, term expiring 6/30/20 to fill the vacant position created by the resignation of Kathy LaValley.
- k. Discussion and possible action regarding the Mayor's reappointment of Marty Wenger to Library Board Seat #5, term ending 6/30/20.

- l. Discussion and possible action regarding an expenditure of \$2,478.50 to the Pryor Area Chamber of Commerce for the reimbursement of expenses incurred for the 2016 Christmas Parade of Lights from Hotel / Motel grant funds.
- m. Discussion and possible action regarding an expenditure of \$1,500.00 to the Pryor Area Arts and Humanities Council for the reimbursement of expenses incurred for the 2017 Missoula Children's Theatre from Hotel / Motel grant funds.
- n. Discussion and possible action regarding an expenditure in the amount of \$3,750.00 to Watch Guard for the Pryor Creek Police Department for extended warranties on all current in-car camera systems from General Fund Police Repair and Maintenance Account #02-215-5091.
- o. Discussion and possible action regarding an expenditure not to exceed \$30,000.00 for new salt and sand building for the Street Department from Street Capital Outlay – Account #14-145-5411.
- p. Discussion and possible action to approve as low bid Concept2 Model E Indoor Rower for the Recreation Center from Push, Pedal, Pull in the amount of \$1,385.00 from Recreation Center Capital Outlay Equipment Account #84-845-5410. Other bids received: All American Fitness - \$1,519.00 and Elite Exercise Equipment for \$1,560.00. All bids include delivery and installation.
- q. Discussion and possible action to approve as low bid a Pro Series Incline Lever Row for the Recreation Center from Push, Pedal, Pull in the amount of \$1,165.00 from Recreation Center Capital Outlay Equipment Account #84-845-5410. Other bids received: All American Fitness for \$1,459.00 and Elite Exercise Equipment for \$1,509.00. All bids include delivery and installation.
- r. Discussion and possible action regarding hiring Sabrina Lemons to fill vacant Fitness Coordinator position at Range B, Step 1 (annual wage \$25,546.00) at the Pryor Creek Recreation Center.
- s. Discussion and possible action regarding the resignation of Laura Holloway from the Pryor Creek Recreation Center effective August 2<sup>nd</sup>, 2017.
- t. Discussion and possible action regarding the resignation of Billy Littlefield effective August 2<sup>nd</sup>, 2017.

Motion was made by Doyle, second by White to approve a-t, less a and s. Voting yes: Thompson, Smith, White, Doyle. Voting no: none.

**a. Approve minutes of July 5<sup>th</sup>, 2017 Council meeting.**

Motion was made by Doyle, second by Smith to approve minutes of July 5<sup>th</sup>, 2017 Council meeting. Voting yes: Smith, White, Doyle. Abstaining, counting as a no vote: Thompson. Voting no: none.

**s. Discussion and possible action regarding the resignation of Laura Holloway from the Pryor Creek Recreation Center effective August 2<sup>nd</sup>, 2017.**

Motion was made by Thompson, second by White to approve the resignation of Laura Holloway from the Pryor Creek Recreation Center effective August 2<sup>nd</sup>, 2017. The Council thanked Laura for all of her hard work. No vote was taken.

**6. DEPARTMENT HEAD REPORTS:**

**a. Street Department – Buddy Glenn**

Glenn reported that repairs have been made to Spruce Court, a sidewalk on North Elliott, a sidewalk by RCB Bank, and a sidewalk at SE 1<sup>st</sup> and Adair. Crosswalks are being painted per ODOT standards. Asphalt equipment is being moved in, and the street project should start soon. Mowing and edging continue.

**b. Park / Cemetery – Frank Powell**

Powell reported that it will be a busy week for the Parks with Cowboy Trader Days and Third Thursday. This is usually a slower time for the parks when it gets so hot, but things are busy. There is always mowing, repairing and painting going on. The cemetery has had 53 funerals from January through June, bringing in a revenue of \$22,550.00. The cemetery workers received a thank-you card from a deceased person's family member for the way they handled everything for his loved one's funeral.

**c. Library – Cari Rerat**

Rerat provided a written report (attached). The door count for the end of the fiscal year was 79,229 from July 2016 through June 2017. The library held 83 programs. Almost 1,000 people got new library cards. On-line databases show approximately 13,000 people using them. Almost 69,000 people have gone on-line through the library's Wi-Fi or physical computers.

**d. Recreation Center – Laura Holloway**

Holloway reported the Recreation Center had 10,962 people through their doors in June 2017. They provided 258 day passes. Total membership is at 6,678, with 111 new members. The swim team is practicing, and swim lessons are still being taught. Holloway introduced Sabrina Lemons as the new Fitness Coordinator, approved earlier in the Council meeting. Holloway thanked the Council for their assistance after the lightning strike. Rachel Sordahl gave a report on the outdoor pool.

**e. Golf – Dennis Bowman**

Bowman provided a written report (attached).

**f. Police Department – Dennis Nichols**

Nichols handed out a statistics sheet (attached). He reported that there have been approximately 30 public nuisance complaints. A few properties have been posted for clean-up, and the first one cost \$350.00 upon completion.

**g. Fire Department – B. K. Young**

Young reported that the Fire Department answered 126 calls last month, 79 of which were EMS related. They have finished flushing the hydrants. The Guns and Hoses Blood Drive went well.

**7. COMMITTEE REPORTS:**

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

Doyle reported that a special Budget meeting will be posted for after the August 8<sup>th</sup>, 2017 election.

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

Thompson reported that the Ordinance / Insurance Committee will meet this Thursday at 5:30 p.m.

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

Willcutt reported that the Street Committee will meet next Tuesday.

**8. UNFORESEEABLE BUSINESS.**

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

No unforeseeable business was presented.

**9. ADJOURN.**

Motion was made by Doyle, second by Thompson to adjourn. Voting yes: Thompson, Smith, White, Doyle. Voting no: none.

**PRYOR PUBLIC WORKS AUTHORITY**

**1. CALL TO ORDER.**

Willcutt called the meeting to order at 6:50 p.m.

**2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF JULY 5<sup>TH</sup>, 2017 MEETING.**

Motion was made by Doyle, second by White to approve the minutes of July 5th, 2017 meeting. Voting yes: Smith, White, Doyle. Abstaining, counting as a no vote: Thompson. 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 White, second by Thompson to adjourn the Pryor Public Works Authority meeting. Voting yes: White, Doyle, Thompson, Smith. 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 \_\_\_\_\_