

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, AUGUST 1ST, 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* newspaper 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 Steve Smith. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Roger Willcutt, William Gibson, Yolanda Thompson, Steve Smith, Evett Barham, Travis Noland and Zac Doyle. Members absent: Jill White.

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

Others: Police Captain Kevin Tramel, Police Officers Mitchel Phillips and James Blower, Chamber of Commerce President Barbara Hawkins, Library Board Chairman Jeannette Anderson, Recreation Center Board Chairman Steve Wyneken, Building Inspector Kenny Young, Integrated Insurance Services Representative John Hawkins, Mehlburger Brawley Engineer Steve Powell, Drew Stott, Dr. Jason Joice, Junior Mayor Jenna Wagner, Jennifer Brittain.

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

No petitions were presented.

3. CITY ATTORNEY'S REPORT:

a. Explanation of Open Meeting Act rules and regulations.

Attorney Ritchie spoke regarding the Open Meeting Act.

b. First reading of an ordinance amending Title 9, Chapter 6 Section 9-6-2 to the City Code of the City of Pryor Creek, Mayes County, State of Oklahoma, Regarding Elimination of Charge for General Building Permit and Making Applicable the Appropriate Trade Permit Fee, and Providing for Repealer and Severability.

Motion was made by Thompson, second by Doyle to waive the first reading of an ordinance amending Title 9, Chapter 6 Section 9-6-2 to the City Code of the City of Pryor Creek, Mayes County, State of Oklahoma, Regarding Elimination of Charge for General Building Permit and Making Applicable the Appropriate Trade Permit Fee, and Providing for Repealer and Severability. Voting yes: Willcutt, Gibson, Thompson, Smith, Barham, Noland, Doyle. Voting no: none.

c. First reading of an ordinance regarding Fuel Code.

No action taken.

4. MAYOR'S REPORT:

a. Discussion and possible action regarding the appraisal received for the Pryor Youth Organization Building.

Motion was made by Willcutt, second by Gibson regarding the appraisal received for the Pryor Youth Organization Building. Motion and second were then rescinded. Discussion only. No action was taken.

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 18th, 2017 Council meeting.
- b. Approve payroll purchase orders through August 11th, 2017.

- c. Approve claims for purchase orders through August 1st, 2017.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1720170235 - 1720170253	52,788.76
STREET & DRAINAGE	1720170174 - 910923B	6,029.98
GOLF	1720170253 - 1720170250	1,775.48
OUTDOOR SWIMMING POOL	1720170220 - 1720170218	6,250.81
RECREATION CENTER	1720170220 - 1720170244	23,817.08
PRYOR PUBLIC WORKS AUTHORITY	1720170186	1,600.00
LIBRARY SPECIAL CASH ACCOUNT	1720170107 - 1720170193	3,762.00
DONATIONS CASH FUND	1620162957 - 1620162957	5,715.00
TOTAL		101,739.11
NEW BLANKET PURCHASE ORDERS		
910930B	H & G PAVING CONTRACTORS	355,384.20
TOTAL		355,384.20

- d. Acknowledge receipt of deficient purchase orders.
No deficient purchase orders were presented.
- e. Discussion and possible action regarding the reappointment of Wayne Jones to Park Board Seat #4, term expiring 7/31/2020.
- f. Discussion and possible action regarding changes in Building Regulations and Codes Appendix A Schedule of Fees.
- g. Discussion and possible action regarding continuation with Integrated Insurance Services for Property / Casualty / Liability Insurance.
- h. Discussion and possible action regarding continuation with Integrated Insurance Services for Retirement Plan options.
- i. Discussion and possible action regarding issuance of RFP (request for proposal) to designate agent for health insurance with a closing date of September 4th, 2017.
- j. Discussion and possible action regarding the Pryor Creek Golf Course seeking bids for a bunker rake.
- k. Discussion and possible action regarding a 20% military rate discount on greens fees and cart rentals on Tuesdays and Wednesdays at the Pryor Creek Golf Course.
- l. Discussion and possible action regarding a 20% 'Super Seniors' (75 and older) discount on greens fees and cart rentals on Tuesdays and Wednesdays at the Pryor Creek Golf Course.
- m. Discussion and possible action regarding a four-way stop at North Whitaker and Northwest 2nd Street.
- n. Discussion and possible action regarding Change Order No. 1 in the amount of \$12,133.33 to H & G Paving Contractors, Muskogee, OK for the 2017 Asphalt Overlay Project.
- o. Discussion and possible action regarding the resignation of Rachel Sordahl from the Director of Safety Position for the City of Pryor Creek.
- p. Discussion and possible action regarding appointment of Charles Bruch as Safety Director for the City of Pryor Creek in the amount of \$750.00 per year to be paid at a rate of \$187.50 per quarter.

Motion was made by Barham, second by Willcutt to approve a-p, less a, f, i, k, l, n, p, with no action on f and n. Voting yes: Gibson, Thompson, Smith, Barham, Noland, Doyle, Willcutt. Voting no: none.

a. Approve minutes of July 18th, 2017 Council meeting.

Motion was made by Willcutt, second by Smith to approve minutes of July 18th, 2017 Council meeting. Voting yes: Thompson, Smith, Doyle, Willcutt. Abstaining, counting as a no vote: Barham, Noland and Gibson. Voting no: none.

i. Discussion and possible action regarding issuance of RFP (request for proposal) to designate agent for health insurance with a closing date of September 4th, 2017.

Motion was made by Thompson, second by Willcutt to approve issuance of RFP (request for proposal) to designate agent for health insurance with a closing date of September 4th, 2017. Motion and second were then amended to approve RFP with modifications to include one agent of record with multiple contacts. Voting yes: Smith, Barham, Noland, Doyle, Willcutt, Gibson, Thompson. Voting no: none.

k. Discussion and possible action regarding a 20% military rate discount on greens fees and cart rentals on Tuesdays and Wednesdays at the Pryor Creek Golf Course.

Motion was made by Willcutt, second by Gibson to approve a 20% military rate discount on greens fees and cart rentals on Tuesdays and Wednesdays at the Pryor Creek Golf Course, including veterans. Voting yes: Barham, Noland, Doyle, Willcutt, Gibson, Thompson, Smith. Voting no: none.

l. Discussion and possible action regarding a 20% ‘Super Seniors’ (75 and older) discount on greens fees and cart rentals on Tuesdays and Wednesdays at the Pryor Creek Golf Course.

Motion was made by Doyle, second by Smith to approve a 20% ‘Super Seniors’ (75 and older) discount on greens fees and cart rentals on Tuesdays and Wednesdays at the Pryor Creek Golf Course. Voting yes: Noland, Doyle, Willcutt, Gibson, Thompson, Smith, Barham. Voting no: none.

p. Discussion and possible action regarding appointment of Charles Bruch as Safety Director for the City of Pryor Creek in the amount of \$750.00 per year to be paid at a rate of \$187.50 per quarter.

Motion was made by Barham, second by Willcutt to approve appointment of Charles Bruch as Safety Director for the City of Pryor Creek in the amount of \$750.00 per year to be paid at a rate of \$187.50 per quarter. Motion and second were then amended to table until next Council meeting. Voting yes: Doyle, Willcutt, Gibson, Thompson, Smith, Barham, Noland. Voting no: none.

6. COMMITTEE REPORTS:

a. BUDGET / PERSONNEL (NOLAND):

Noland reported that the next Budget / Personnel Meeting will be on Thursday, August 10th, 2017.

b. ORDINANCE / INSURANCE (THOMPSON):

Thompson reported that the Ordinance / Insurance Committee will schedule a meeting when it is needed.

c. STREET / MAINTENANCE GARAGE (WILLCUTT):

Mehlburger Brawley Engineer Steve Powell reported that the crews are working diligently to have South Elliott Street completed before school begins.

7. UNFORESEEABLE BUSINESS.

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

No unforeseeable business was presented.

Moved to Addendum.

**ADDENDUM
CITY COUNCIL MEETING
TUESDAY, AUGUST 1ST, 2017 AT 6:00 P.M.**

1. CITY ATTORNEY’S REPORT:

a. Discussion and possible action regarding report by City Attorney of analysis of City Code and City Charter concerning City Administrator Position and consideration of further analysis and investigation into possible proposed alterations of city government structure.

Attorney Ritchie explained what his research produced. No action was taken.

2. DISCUSSION AND POSSIBLE ACTION REGARDING CHANGE ORDER NO. 1 IN THE AMOUNT OF \$14,408.33 TO H & G PAVING CONTRACTORS, MUSKOGEE, OK FOR THE 2017 ASPHALT OVERLAY PROJECT.

Motion was made by Willcutt, second by Gibson to approve Change Order No. 1 in the amount of \$14,408.33 to H & G Paving Contractors, Muskogee, OK for the 2017 Asphalt Overlay Project. Voting yes: Willcutt, Gibson, Thompson, Smith, Barham, Noland, Doyle. Voting no: none.

Moved to Item #6.

6. DISCUSSION AND POSSIBLE ACTION REGARDING A RESOLUTION CONCERNING CHANGES IN BUILDING REGULATIONS AND CODES AMENDING FEES IN APPENDIX A, SCHEDULE OF FEES.

Motion was made by Willcutt, second by Gibson to approve Resolution 2017-9 concerning changes in building regulations and codes amending fees in Appendix A, Schedule of Fees. Voting yes: Gibson, Thompson, Smith, Barham, Noland, Doyle, Willcutt. Voting no: none.

Moved back to Item #3.

3. POSSIBLE EXECUTIVE SESSION PURSUANT TO THE OKLAHOMA OPEN MEETING ACT FOR THE PURPOSE OF DISCUSSING PENDING INVESTIGATION OF THE DEPARTMENT OF JUSTICE CONCERNING CITY ZONING AND LAND USE REGULATIONS AS RELATES TO THE CORNERSTONE TRUTH OF GOD CHURCH OPERATIONS AT 2 SOUTH COO-Y-YAH, PRYOR CREEK, OKLAHOMA AND DOJ REQUEST TO DEFER CITY NOTICE TO VACATE FOR PERIOD OF SIX MONTHS. (25 O.S. § 307 (B) (4).

Motion was made by Smith, second by Thompson to enter into Executive Session at 7:05 p.m. Voting yes: Gibson, Thompson, Smith, Barham, Noland, Doyle, Willcutt. Voting no: none.

4. CONSIDER RESUMING REGULAR SESSION. NO ACTION TAKEN DURING EXECUTIVE SESSION.

Motion was made by Smith, second by Gibson to consider resuming regular session. No action taken during Executive Session. Voting yes: Thompson, Smith, Barham, Noland, Doyle, Willcutt, Gibson. Voting no: none.

5. POSSIBLE ACTION BASED ON EXECUTIVE SESSION CONCERNING DISCUSSING PENDING INVESTIGATION OF THE DEPARTMENT OF JUSTICE CONCERNING CITY ZONING AND LAND USE REGULATIONS AS RELATES TO THE CORNERSTONE TRUTH OF GOD CHURCH OPERATIONS AT 2 SOUTH COO-Y-YAH, PRYOR CREEK, OKLAHOMA AND DOJ REQUEST TO DEFER CITY NOTICE TO VACATE FOR PERIOD OF SIX MONTHS. (25 O.S. § 307 (B) (4).

No action was taken.

8. ADJOURN.

Motion was made by Smith, second by Willcutt to adjourn. Voting yes: Smith, Barham, Noland, Doyle, Willcutt, Gibson, Thompson. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the meeting to order at 7:30 p.m.

2. DISCUSS, POSSIBLY ACT ON APPROVAL OF MINUTES OF JULY 18TH, 2017 MEETING.

Motion was made by Willcutt, second by Gibson to approve the minutes of July 18th, 2017 meeting. Voting yes: Doyle, Willcutt, Thompson, Smith. Abstaining, counting as a no vote: Barham, Noland, Gibson. Voting no: none.

3. DISCUSSION AND POSSIBLE ACTION REGARDING THE EXPENDITURE OF \$4,000.00 FOR THE GRAND GATEWAY ANNUAL MEMBERSHIP FOR FISCAL YEAR 2018 (JULY 1ST, 2017 TO JUNE 30TH, 2018).

Motion was made by Willcutt, second by Barham to approve the expenditure of \$4,000.00 for the Grand Gateway Annual Membership for Fiscal Year 2018 (July 1st, 2017 to June 30th, 2018). Voting yes: Noland, Doyle, Willcutt, Gibson, Thompson, Smith, Barham. Voting no: none.

4. UNFORESEEABLE BUSINESS.

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

No unforeseeable business was presented.

5. ADJOURN.

Motion was made by Thompson, second by Smith to adjourn the Pryor Public Works Authority meeting. Voting yes: Doyle, Willcutt, Gibson, Thompson, Smith, Barham, Noland. 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 _____