

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, DECEMBER 5TH, 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 Pledge of Allegiance were led by Steve Smith. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Roger Willcutt, Choya Shropshire, Steve Smith, Travis Noland and Jill White. Members absent: Yolanda Thompson, Evett Barham and Zac Doyle.

Department Heads and other City Officials present: City Attorney Kim Ritchie, Police Chief Dennis Nichols, Fire Chief BK Young, Street Superintendent Buddy Glenn, Library Director Cari Rerat.

Others: Police Captain Kevin Tramel, Mehlburger Brawley Engineer Steve Powell, Biz Town Mayor Tyler Booth, Rick Elliott and Eddie Peters.

Mayor moved to Item 4.

4. MAYOR'S REPORT:

- a. Presentation of BizTown Mayor Tyler Booth and Treasurer Patiance Odle.

Mayor Tramel presented to the Council Tyler Booth, Mayor of BizTown, who explained a little bit about BizTown.

Yolanda Thompson arrived at 6:03 p.m.

Mayor moved back to Item 2.

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

There were no petitions.

3. CITY ATTORNEY'S REPORT:

a. Discussion and possible action regarding closing of portion of Hogan Street at 118 South Hogan regarding Haught Revocable Trust property.

Motion was made by Willcutt, second by Shropshire to approve waiving of reading of an ordinance regarding closing of portion of Hogan Street at 118 South Hogan regarding Haught Revocable Trust property. Voting yes: Willcutt, Shropshire, Thompson, Smith, Noland, White. Voting no: none.

b. Discussion and possible action regarding closing of portion of Second Street between South Mill and the Railroad regarding Eddie Peters.

Motion was made by Shropshire, second by Smith to approve waiving of reading of an ordinance regarding closing of portion of Second Street between South Mill and the Railroad regarding Eddie Peters, correcting it to read "North," instead of "South." Voting yes: Shropshire, Thompson, Smith, Noland, White, Willcutt. Voting no: none.

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 November 21st, 2017 Council meeting.
- b. Approve payroll purchase orders through December 15th, 2017.
- c. Approve claims for purchase orders through December 5th, 2017.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1720171210 - 1720171194	43,538.49
STREET & DRAINAGE	1720171182 - 1720171001	7,631.86
CEMETERY CARE FUND	1720171180 - 1720171204	253.80
GOLF	1720171165 - 1720171162	6,817.04
REAL PROPERTY ACQUISITION RES	910925B - 910929B	22,298.00
RECREATION CENTER	1720171139 - 1720171185	19,688.62
E-911 CASH FUND	1720171143 - 910866B	1,372.26
DONATIONS CASH FUND	1720171097 - 1720171188	1,087.38
<u>TOTAL</u>		102,687.45
<u>NEW BLANKET PURCHASE ORDERS</u>		
<u>NO BLANKETS</u>		
<u>TOTAL</u>		

- d. Acknowledge receipt of deficient purchase orders.
No deficient purchase orders were presented.
- e. Discussion and possible action regarding acknowledgment of the 2017 and 2018 S.T.O.P. Violence Against Women Act (VAWA) Grant in the amount of \$98,060.00 from the District Attorneys Council for the Police Department.
- f. Discussion and possible action regarding approval of an expenditure of \$2,500.00 to Beasley & Company for professional services in accordance with our October 17th, 2017 fee agreement for Initial Services to include \$1,250.00 for the City of Pryor Creek Money Purchase Pension Plan and \$1,250.00 for the City of Pryor Creek Section 457 Plan from Retirement Plan Administration Account #02-201-5251.
- g. Discussion and possible action regarding approval of Street employee promotion of Benjamin Hylton to A Operator Position, Range D, Step 2 (annual wage of \$30,857.00) effective on December 16th, 2017.
- h. Discussion and possible action regarding Infrastructure Solutions Group LLC Work Order for Professional Services City of Pryor Creek, OK Project Number PRY-17-02 for the 2017 – 2018 Concrete / Asphalt repair project, estimated budget amount of \$750,000.00.
- i. Discussion and possible action regarding approval of acceptance of a check in the amount of \$2,500.00 from a Wal-Mart grant to the Pryor Creek Police Department for vehicle equipment, to be deposited into Police Light Bar Donations Account #96-000-4528.
- j. Discussion and possible action regarding approval of an expenditure of \$2,345.43 to Clark’s Body Shop for the repair of a City owned 2008 Ford F-150 that was wrecked on November 10th, 2017 by the Pryor Creek Police Department from Police – Repair and Maintenance Account #02-215-591. Other quotes received: Morgan’s Collision - \$2,703.35 and Champion Collision - \$2,711.79. Reimbursement from OMAG is \$2,206.49 and their estimated damage amount was \$2,706.49 with a \$500.00 deductible.
- k. Discussion and possible action regarding an expenditure in the amount of \$4,700.00 to Absolute Technologies for a new server for the City of Pryor Creek from Properties – Capital Outlay Account #44-445-5419. Other quotes received: Lenovo: \$6,262.01 and Dell: \$5,707.43.

Motion was made by Thompson, second by White to approve items a – k, less items e, g, h, k. Voting yes: Thompson, Smith, Noland, White, Willcutt, Shropshire. Voting no: none.

e. Discussion and possible action regarding acknowledgment of the 2017 and 2018 S.T.O.P. Violence Against Women Act (VAWA) Grant in the amount of \$98,060.00 from the District Attorneys Council for the Police Department.

Motion was made by Noland, second by Smith to approve the 2017 and 2018 S.T.O.P. Violence Against Women Act (VAWA) Grant in the amount of \$98,060.00 from the District Attorneys Council for the Police Department. Mayor Tramel thanked Dennis Nichols and the Police Department for all their hard work. Voting yes: Smith, Noland, White, Willcutt, Shropshire, Thompson. Voting no: none.

g. Discussion and possible action regarding approval of Street employee promotion of Benjamin Hylton to A Operator Position, Range D, Step 2 (annual wage of \$30,857.00) effective on December 16th, 2017.

Motion was made by Willcutt, second by Smith to approve Street employee promotion of Benjamin Hylton to A Operator Position, Range D, Step 2 (annual wage of \$30,857.00) effective on December 16th, 2017. Voting yes: Noland, White, Willcutt, Shropshire, Thompson, Smith. Voting no: none.

h. Discussion and possible action regarding Infrastructure Solutions Group LLC Work Order for Professional Services City of Pryor Creek, OK Project Number PRY-17-02 for the 2017 – 2018 Concrete / Asphalt repair project, estimated budget amount of \$750,000.00.

Motion was made by Willcutt, second by Shropshire to approve Infrastructure Solutions Group LLC Work Order for Professional Services City of Pryor Creek, OK Project Number PRY-17-02 for the 2017 – 2018 Concrete / Asphalt repair project, estimated budget amount of \$750,000.00. Voting yes: White, Willcutt, Shropshire, Thompson, Smith, Noland. Voting no: none.

k. Discussion and possible action regarding an expenditure in the amount of \$4,700.00 to Absolute Technologies for a new server for the City of Pryor Creek from Properties – Capital Outlay Account #44-445-5419. Other quotes received: Lenovo: \$6,262.01 and Dell: \$5,707.43.

Motion was made by Thompson, second by Smith to approve an expenditure in the amount of \$4,700.00 to Absolute Technologies for a new server for the City of Pryor Creek from Properties – Capital Outlay Account #44-445-5419, once it's been verified that the server will be large enough to maintain the City's needs. Other quotes received: Lenovo: \$6,262.01 and Dell: \$5,707.43. Voting yes: Willcutt, Shropshire, Thompson, Smith, Noland. Voting no: White.

6. COMMITTEE REPORTS:

a. Budget / Personnel (Noland)

Noland reported that the Budget / Personnel Committee will meet next week.

b. Ordinance / Insurance (Thompson)

Thompson reported that the Ordinance / Insurance Committee will call for a meeting this month.

c. Street / Maintenance Garage (Willcutt)

Willcutt reported that the Street / Maintenance Committee will meet this month, if necessary.

7. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

8. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the meeting to order at 6:40 p.m.

2. APPROVE MINUTES OF NOVEMBER 21st, 2017 MEETING.

Motion was made by Willcutt, second by Thompson to approve the minutes of November 21st, 2017 meeting. Voting yes: Thompson, Smith, Willcutt, Shropshire. Abstaining, counting as a no vote: Noland, White. 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 Smith, second by Willcutt to adjourn. Voting yes: Smith, Noland, White, Willcutt, Shropshire, 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 _____