

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MARCH 6TH, 2018 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 Roger Willcutt. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Roger Willcutt, Choya Shropshire, Yolanda Thompson, Steve Smith, Randy Chitwood, Jill White and Zac Doyle. Members absent: Evett Barham.

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

Others: Police Captain Kevin Tramel, Police Officer James Blower, Cemetery employee Charles Bruch, Chamber of Commerce President Barbara Hawkins, Integrated Insurance representative John Hawkins, Beth Moore, Recreation Board Chairman Steve Wyneken, Junior City Council members.

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

No petitions were presented.

3. MAYOR'S REPORT:

a. Acknowledge receipt of Evett Barham's resignation from Council Seat, Ward 3, effective immediately.

Evett Barham's resignation was acknowledged.

Mayor moved to Item 4.a.

4. CITY ATTORNEY'S REPORT:

a. Swearing in of Bethany Moore to Council Seat, Ward 3, term expiring May 2018 to fill vacant position created by resignation of Evett Barham. (Bethany Moore was voted into this seat at the election held Tuesday, February 13th, 2018 for a term beginning May 2018 and ending in May 2019.)

Attorney Ritchie administered the Oaths of Office to Bethany Moore.

Mayor moved back to Item 3.b.

3. MAYOR'S REPORT:

b. Recognition of employees who have completed 25 years of service with the City of Pryor Creek:

- **Leo Perry (Parks Department)**
- **James Blower (Police Department)**

Mayor Tramel recognized Leo Perry and James Blower for completing 25 years of service with the City of Pryor Creek. Perry was unable to attend, but Blower was present for the recognition.

c. Discussion and possible action regarding authorizing signature approval by Mayor for Project Agreement Between the Oklahoma Department of Transportation and The City of Pryor Creek for Project No. TAP-249D(042)TP, Pryor Creek: Trail Phase 1 total amount \$434,912.00, Federal Amount \$347,929.00, previously approved by Council February 16th, 2016.

Motion was made by Chitwood, second by Willcutt to approve signature by Mayor for Project Agreement Between the Oklahoma Department of Transportation and The City of Pryor Creek for Project No. TAP-249D(042)TP, Pryor Creek: Trail Phase 1 total amount \$434,912.00, Federal Amount \$347,929.00, previously approved by Council February 16th, 2016. John Hawkins gave a brief overview at the request of Council member White. Voting yes: Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore, White, Doyle. Voting no: none.

d. Discussion and possible action regarding approving expenditure in the amount of \$74,357.00 to Oklahoma Department of Transportation for the Project No. TAP-249D(042)TP, Pryor Creek: Trail Phase 1 from the following accounts: 10% - City Match: \$37,268.40 – Capital Outlay Properties Account #44-445-5419; \$5,415.24 – Park Donations Account #96-965-5508; \$11,673.36 – Donations - Trail Account #96-965-5235; \$20,000.00 – from Real Property Acquisition Account #46-465-5411 to be reimbursed by private donors upon approval of contract and City match funding, as listed above.

Motion was made by Shropshire, second by Chitwood to approve expenditure in the amount of \$74,357.00 to Oklahoma Department of Transportation for the Project No. TAP-249D(042)TP, Pryor Creek: Trail Phase 1 from the following accounts: 10% - City Match: \$37,268.40 – Capital Outlay Properties Account #44-445-5419; \$5,415.24 – Park Donations Account #96-965-5508; \$11,673.36 – Donations - Trail Account #96-965-5235; \$20,000.00 – from Real Property Acquisition Account #46-465-5411 to be reimbursed by private donors upon approval of contract and City match funding, as listed above. Voting yes: Shropshire, Thompson, Smith, Chitwood, Moore, White, Doyle, Willcutt. Voting no: none.

4. CITY ATTORNEY’S REPORT:

b. Second and final reading, discussion and possible action regarding approval of an Ordinance Amending Title 5, Chapter 4D by Adding a New Section to Be Codified as Section 5-4D-23 regarding Possession of Controlled Dangerous Substance as an Offence and Providing for repealer and severability section.

Motion was made by Thompson, second by Willcutt to waive reading and approve Ordinance #2018-11 Amending Title 5, Chapter 4D by Adding a New Section to Be Codified as Section 5-4D-23 regarding Possession of Controlled Dangerous Substance as an Offence and Providing for repealer and severability section. Voting yes: Thompson, Smith, Chitwood, Moore, White, Doyle, Willcutt, Shropshire. Voting no: none.

c. Second and final reading, discussion and possible action regarding an Ordinance Amending Title 5, Chapter 2 by Adding a New Section to be Codified as Section 5-2-24 Regarding Reporting of Precursor or Methamphetamine Convictions to the Oklahoma State Bureau of Narcotics and Dangerous Drugs Control; Specifying the Duties and Procedure to be Followed by the Court Clerk in Reporting; and providing for repealer and severability.

Motion was made by Chitwood, second by Thompson to waive reading and approve Ordinance #2018-12 Amending Title 5, Chapter 2 by Adding a New Section to be Codified as Section 5-2-24 Regarding Reporting of Precursor or Methamphetamine Convictions to the Oklahoma State Bureau of Narcotics and Dangerous Drugs Control; Specifying the Duties and Procedure to be Followed by the Court Clerk in Reporting; and providing for repealer and severability. Voting yes: Smith, Chitwood, Moore, White, Doyle, Willcutt, Shropshire, Thompson. 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 the February 20th, 2018 Council meeting.
- b. Approve payroll purchase orders through March 9th, 2018.
- c. Approve claims for purchase orders through March 6th, 2018.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1720171821 - 1720171799	43,443.49
STREET & DRAINAGE	1720171767 – 910923B	7,774.26
CEMETERY CARE FUND	1720171800	13.50
GOLF	1720171784 - 1720171781	5,094.21
CAPITAL OUTLAY	1720171635 - 1720171492	49,139.42
REAL PROPERTY ACQUISITION RES.	1720171822 – 910925B	21,500.00
RECREATION CENTER	1720171730 - 1720171807	20,775.31
E-911 CASH FUND	910866B	897.86
LIBRARY SPECIAL	1720171797	584.80
DONATIONS CASH FUND	1720171822 - 1720171822	17,088.60
TOTAL		166,311.45
NO NEW BLANKETS		
TOTAL		

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

- e. Discussion and possible action regarding approval for the American Legion to place a memorial in the Cemetery on Veteran's Day to acknowledge the 100th Anniversary of Armistice Day.
- f. Discussion and possible action regarding use of Whitaker Park by the Mayes County Amateur Radio Club on Saturday, June 23rd, 2018 through Sunday, June 24th, 2018 for their annual Field Day event.
- g. Discussion and possible action regarding rejecting bids for the irrigation drainage project at the Pryor Creek Golf Course.
- h. Discussion and possible action regarding approval for Pryor Creek Golf Course marketing contract with Mulligan Marketing Concepts.
- i. Discussion and possible action regarding approval of an expenditure of \$3,182.00 for the renewal of the Learning Express Library with Job and Career Accelerator database for the Thomas J. Harrison Pryor Public Library from Library State Aid Account #92-925-5233.
- j. Discussion and possible action regarding approval of acceptance of \$2,500.00 donation from the Friends of the Pryor Library Group. Donation will be used for the Adult Summer Reading Program.
- k. Discussion and possible action regarding approving an expenditure in the amount of \$2,792.99 to Champion Collision for the repair of Unit 8. Other bids received: Clark's for \$2823.52 and Morgan's Collision for \$3,367.11. Unit 8 (VIN #3080) was involved in a single car accident on February 10th, 2018. OMAG reimbursement is \$3,163.50 less \$500 deductible. Balance of \$129.49 from Police Repair and Maintenance Account #02-215-5091.
- l. Discussion and possible action declaring repair of Pryor Creek Police Department windows an emergency, due to fire hazard and safety concerns.
- m. Discussion and possible action regarding an expenditure in the amount of \$4,587.00 from General Repair and Maintenance Account #02-201-5091 to ABC Seamless Guttering of Northeast Oklahoma to replace four (4) windows at the Pryor Creek Police Department. Other quote received: Window World - \$5,643.00.
- n. Discussion and possible action regarding an expenditure in the amount of \$5,635.80 to Applied Concepts for the purchase of four Stalker Patrol Police Radar -2 for the new Police vehicles. Other quotes received: Fleet Safety for \$10,096 and Lonestar Products and Equipment for \$7,180.00, from Police Equipment Capital Outlay Account #44-445-5424.

Motion was made by Smith, second by Chitwood to approve items a-n, less a, g, h, l, m. Voting yes: Chitwood, Moore, White, Doyle, Willcutt, Shropshire, Thompson, Smith. Voting no: none.

a. Approve minutes of the February 20th, 2018 Council meeting.

Motion was made by Willcutt, second by Shropshire to approve minutes of the February 20th, 2018 Council meeting. Voting yes: White, Doyle, Willcutt, Shropshire, Thompson, Smith, Chitwood. Abstaining, counting as a no vote: Moore. Voting no: none.

g. Discussion and possible action regarding rejecting bids for the irrigation drainage project at the Pryor Creek Golf Course.

Motion was made by Willcutt, second by Chitwood to approve rejecting bids for the irrigation drainage project at the Pryor Creek Golf Course. Voting yes: White, Doyle, Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore. Voting no: none.

h. Discussion and possible action regarding approval for Pryor Creek Golf Course marketing contract with Mulligan Marketing Concepts.

Motion was made by White, second by Willcutt to approve Pryor Creek Golf Course marketing contract with Mulligan Marketing Concepts. Voting yes: Doyle, Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore, White. Voting no: none.

l. Discussion and possible action declaring repair of Pryor Creek Police Department windows an emergency, due to fire hazard and safety concerns.

Motion was made by Chitwood, second by Smith to approve declaring repair of Pryor Creek Police Department windows an emergency, due to fire hazard and safety concerns. Voting yes: Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore, White, Doyle. Voting no: none.

m. Discussion and possible action regarding an expenditure in the amount of \$4,587.00 from General Repair and Maintenance Account #02-201-5091 to ABC Seamless Guttering of Northeast Oklahoma to replace four (4) windows at the Pryor Creek Police Department. Other quote received: Window World - \$5,643.00.

Motion was made by Chitwood, second by Shropshire to approve an expenditure in the amount of \$4,587.00 from General Repair and Maintenance Account #02-201-5091 to ABC Seamless Guttering of Northeast Oklahoma to replace four (4) windows at the Pryor Creek Police Department. Other quote received: Window World - \$5,643.00. Voting yes: Shropshire, Thompson, Smith, Chitwood, Moore, White, Doyle, Willcutt. Voting no: none.

6. COMMITTEE REPORTS:

a. Budget and Personnel

Mayor reported that the Budget and Personnel Committee will meet next Tuesday.

b. Ordinance and Insurance (Thompson)

Thompson reported that the Ordinance and Insurance Committee will meet March 15th.

c. Street (Willcutt)

Willcutt had nothing to report at this time.

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 Smith to adjourn. Voting yes: Thompson, Smith, Chitwood, Moore, White, Doyle, Willcutt, Shropshire. 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 FEBRUARY 20TH, 2018 MEETING.

Motion was made by Chitwood, second by Willcutt to approve the minutes of February 20th, 2018 meeting. Voting yes: Smith, Chitwood, White, Doyle, Willcutt, Shropshire, Thompson. Abstaining, counting as a no vote: Moore. 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 Shropshire, second by Smith to adjourn. Voting yes: Chitwood, Moore, White, Doyle, Willcutt, Shropshire, 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 _____