

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MARCH 20TH, 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 Jill White. Roll Call was conducted by City Clerk Eva Smith. Council members present included: Roger Willcutt, Choya Shropshire, Yolanda Thompson, Steve Smith, Randy Chitwood, Beth Moore, Jill White and Zac Doyle. Members absent: none.

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

Others: Recreation Center Board Chairman Steve Wyneken, Kemmie Shropshire and Terry Aylward.

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

No petitions were presented.

3. MAYOR’S REPORT:

Mayor Tramel informed the Council that the list of streets for the upcoming Street Rehabilitation project that was emailed to them has not yet been revised by Steve Powell to reflect the two omitted streets. They are 49th Street and North Adair and will be added before the list comes to Council for approval.

4. CITY ATTORNEY’S REPORT:

Mayor reported in Kim Ritchie’s absence that the Court ruled in the City’s favor in the Douglas vs. City and MUB lawsuit.

Mayor also reported that Kim has received a letter from the Department of Justice regarding our zoning and discrimination issues that began with the Cornerstone Truth of God Church, located in the downtown area. Kim is addressing the letter and the matter will be addressed in our new Code of Ordinances.

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 March 6th, 2018 Council meeting.
- b. Approve payroll purchase orders through March 23rd, 2018.
- c. Approve claims for purchase orders through March 20th, 2018.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1720171881 – 910947B	104,113.36
STREET & DRAINAGE	1720171715 – 1720171896	12,904.90
CEMETERY CARE FUND	1720171873 - 170171909	214.30
GOLF	1720171932 - 1720171825	9,301.14
CAPITAL OUTLAY	1720171668 - 1720171125	34,479.00
RECREATION CENTER	1720171866 – 1720171867	6,292.63
E-911 CASH FUND	1720171940 – 910866B	2,225.06
DONATIONS CASH FUND	1720171827 - 1720171848	290.96
TOTAL		169,821.35
910955B	RCB BANK	21,191.76
910956B	MULLIGAN MARKETING CONCEPTS	50,000.00
910957B	BLUEGRASS INTEGRATED CO	50,000.00
TOTAL		121,191.76

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

e. Approve February Appropriation Requests.

FEBRUARY 2018

FEE IN LIEU	\$	2,936.80
STREET & DRAINAGE	\$	119,099.21
CEMETERY CARE INTEREST	\$	111.20
CEMETERY CARE FUND	\$	200.00
GOLF COURSE CASH FUND	\$	6,330.44
CAPITAL OUTLAY FUND	\$	21,759.49
CAPITAL OUTLAY RESERVE	\$	1,436.55
REAL PROPERTY ACQUISITION	\$	289.53
HOTEL/MOTEL TAX	\$	2,669.14
LIBRARY BUILDING FUND	\$	13.28
GOB 2002-RECREATION CENT	\$	-
PPWA BOND PROCEEDS (86)	\$	-
PPWA SINKING FUNDS	\$	87,366.29
PPWA BOND PROCEEDS (88)	\$	2,909.39
RECREATION CENTER-CASH FUND	\$	75,215.18
E-911	\$	1,648.76
LIBRARY SPECIAL	\$	12,046.84
SEIZURES	\$	18.01
DONATIONS	\$	4,339.00
COMMUNITY DEVELOPMENT BLOCK GRANT	\$	-
FUND 47	\$	16.33
OUTDOOR POOL FEES AND EXPENSES	\$	3.47
TOTAL	\$	338,408.91

- f. Discussion and possible action regarding acknowledgement of resignation of Randy Chitwood from the Hotel / Motel Board Seat #2, term expiring 6/30/2020.
- g. Discussion and possible action regarding acknowledgement of resignation of Randy Chitwood from the Planning and Zoning Board of Adjustment Seat #2, term expiring 8/31/2020.
- h. Discussion and possible action regarding approval of expenditure in the amount of \$2,444.00 to Intertribal Software Consultants, Inc. for Laserfiche ECM Software: Laserfiche Renewal Support & Maintenance Assurance for 02/17/2018 – 02/17/2019.
- i. Discussion and possible action regarding hiring two (2) temporary summer employees for the Street Department through Express Personnel at an hourly rate of \$7.69.
- j. Discussion and possible action regarding an expenditure in the amount of \$3,360.00 to Big Electric Company for replacement of light fixtures with LED fixtures at the Pryor Fire Department from Properties – Capital Outlay Account #44-445-5419. Other quotes received: 2 J's Electric - \$3,450.00 and Bostick Electric, LLC - \$3,500.00.
- k. Discussion and possible action regarding approving contract with OneNet for Library Internet service at \$1,300.00 per month for 100 Mbps as in the best interest of the City. Other quotes received: Bolt Fiber Optic Services - \$1,065.00 per month and Vyve - \$1,300.00 per month.
- l. Discussion and possible action regarding hiring Lesa Long to fill vacant deputy clerk position at Range D, Step 1 (\$28,597.00 annual wage - \$13.75 hourly wage) effective June 4th, 2018.
- m. Discussion and possible action regarding hiring Lesa Long as part-time deputy clerk at the hourly rate of \$13.75 beginning March 21st, 2018 through June 3rd, 2018 when she will become full-time.
- n. Discussion and possible action regarding hiring Austin Hershberger to fill vacant Patrolman position at the Pryor Creek Police Department at Range J, Step 1 (\$32,295.00 annual wage - \$15.53 hourly wage) effective April 4th, 2018 pending approval from the Oklahoma Police and Pension Retirement Board to fill vacant position created by the resignation of David Carpenter.
- o. Acknowledge and accept notification of retirement from Sergeant James Blower from the Pryor Creek Police Department effective March 30th, 2018.

Motion was made by Doyle, second by Smith to approve items a-o, less f, g, k, with no action on item i. Voting yes: Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore, White, Doyle. Voting no: none.

f. Discussion and possible action regarding acknowledgement of resignation of Randy Chitwood from the Hotel / Motel Board Seat #2, term expiring 6/30/2020.

Motion was made by Willcutt, second by Shropshire to approve resignation of Randy Chitwood from the Hotel / Motel Board Seat #2, term expiring 6/30/2020. Voting yes: Shropshire, Thompson, Smith, Chitwood, Moore, White, Doyle, Willcutt. Voting no: none.

g. Discussion and possible action regarding acknowledgement of resignation of Randy Chitwood from the Planning and Zoning Board of Adjustment Seat #2, term expiring 8/31/2020.

Motion was made by Shropshire, second by Smith to approve resignation of Randy Chitwood from the Planning and Zoning Board of Adjustment Seat #2, term expiring 8/31/2020. Voting yes: Thompson, Smith, Chitwood, Moore, White, Doyle, Willcutt, Shropshire. Voting no: none.

k. Discussion and possible action regarding approving contract with OneNet for Library Internet service at \$1,300.00 per month for 100 Mbps as in the best interest of the City. Other quotes received: Bolt Fiber Optic Services - \$1,065.00 per month and Vyve - \$1,300.00 per month.

Motion was made by Chitwood, second by Willcutt to approve contract with OneNet for Library Internet service at \$1,300.00 per month for 100 Mbps as in the best interest of the City. Other quotes received: Bolt Fiber Optic Services - \$1,065.00 per month and Vyve - \$1,300.00 per month. Voting yes: Smith, Chitwood, Moore, White, Doyle, Willcutt, Shropshire, Thompson. Voting no: none.

6. DEPARTMENT HEAD REPORTS:

a. Street Department – Buddy Glenn

There was no report in Glenn’s absence.

b. Park / Cemetery – Frank Powell

There was no report in Powell’s absence.

c. Library – Cari Rerat

Rerat handed out a report (see attached).

d. Recreation Center – Rachel Sordahl

Sordahl handed out a report. She reported that a lifeguard training course has been set. She is also working on a new pay scale for temporary employees.

e. Golf – Dennis Bowman

Bowman handed out a report (see attached). He reported that the campaign through MMC has really taken off and is doing great things for the Golf Course. So far, the campaign has only been through email, Facebook and word-of-mouth, and mailings will begin soon.

f. Police Department – Dennis Nichols

Nichols recognized James Blower upon his retirement and wished him good luck. He mentioned the seatbelt campaign and also reported that the new cars have been received.

g. Fire Department – B. K. Young

Young reported 104 emergency calls last month. Grass is greening up, so that should help reduce grass fires.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Doyle)

Doyle reported that the next Budget and Personnel meeting will be on April 10th, 2018.

b. Ordinance and Insurance (Thompson)

Thompson reported that the Ordinance and Insurance Committee will meet April 12th. She made mention of the report from Brown & Brown that was handed out to the Council members.

c. Street (Willcutt)

Willcutt reported that the Street Committee will meet next Tuesday.

8. UNFORESEEABLE BUSINESS.

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

There was no unforeseeable business.

9. ADJOURN.

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

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Mayor Tramel called the meeting to order at 6:35 p.m.

2. APPROVE MINUTES OF MARCH 6TH, 2018 MEETING.

Motion was made by Chitwood, second by Smith to approve the minutes of March 6th, 2018 meeting. Voting yes: Moore, White, Doyle, Willcutt, Shropshire, Thompson, Smith, Chitwood. 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 Doyle, second by Willcutt to adjourn. Voting yes: White, Doyle, Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore. 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 _____