

**MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, MAY 1ST, 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 Mayor Tramel. 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, Fire Chief BK Young, Street Superintendent Buddy Glenn and Library Director Cari Rerat.

Others: Building Inspector Kenneth Young, Community Development Secretary Sheryl Laue, Police Captain Kevin Tramel, IBTS representative Mike Maenner, Pryor Area Chamber of Commerce President Barbara Hawkins, Library Board Chairman Jeanette Anderson, Park Board member Pat Richard, Trey Larremore, Tim Lawson, John Hawkins and Kemmie Shropshire.

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

No petitions were presented.

3. MAYOR'S REPORT:

a. Recognize and present proclamation for Kids to Parks Day on May 19th, 2018.

Mayor recognized and presented the proclamation for Kids to Parks Day on May 19th, 2018.

b. Discussion and possible action to approve reduced non-profit rate for use of the Community Hall and Kitchen on Saturday, May 5th, 2018 from 6:00 a.m. until 12:00 (noon) for the Interact Club of Pryor and Adair to host a Rotary sponsored Pancake Day.

Motion was made by Chitwood, second by Doyle to approve reduced non-profit rate for use of the Community Hall and Kitchen on Saturday, May 5th, 2018 from 6:00 a.m. until 12:00 (noon) for the Interact Club of Pryor and Adair to host a Rotary sponsored Pancake Day. Voting yes: Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore, White, Doyle. Voting no: none.

4. CITY ATTORNEY'S REPORT:

a. First reading of an Ordinance Amending Title 10, Chapter 1, Section 1 Amending Section 10-1-1 of the City Code of the City of Pryor Creek, Mayes County, State of Oklahoma, Regarding Creation; Composition of the City's Planning Commission Providing for the Number of Members to Serve, Compensation of Members, Manner of Appointment of Members, Terms of Members, and Ex Officio Membership of the City's Building Official of the Planning Commission, and providing for repealer and severability.

First reading was waived. No action was taken.

b. First reading of an Ordinance Amending Title 10, Chapter 2, Section 1 Amending Section 10-2-1 of the City Code of the City of Pryor Creek, Mayes County, State of Oklahoma, Regarding Creation; Composition of the City's Board of Adjustment Providing for the Number of Members to Serve, Manner of Appointment of Members, Terms of Members, and Ex Officio Membership of the City's Building Official, and providing for repealer and severability.

First reading was waived. No action was taken.

c. Discussion and possible action regarding approval of a Resolution regarding establishing an application fee for Fee In Lieu concerning City Code Provision 9-1A-11 "On-Site Detention of Stormwater or Payment in Lieu of Required.

Motion was made by Smith, second by Chitwood to approve Resolution #2018-7 regarding establishing an application fee for Fee In Lieu concerning City Code Provision 9-1A-11 "On-Site Detention of Stormwater or

Payment in Lieu of Required. Voting yes: Thompson, Smith, Chitwood, Moore, White, Doyle, Willcutt, Shropshire. Voting no: none.

5. DISCUSSION OF CITY’S BUILDING PROCESS AND IBTS SERVICES.

No action. John Hawkins spoke, then IBTS representative Mike Maenner provided a PowerPoint presentation and answered questions.

6. 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 April 17th, 2018 Council meeting.
- b. Approve payroll purchase orders through May 4th, 2018.
- c. Approve claims for purchase orders through May 1st, 2018.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	1720172272 - 1720172276	55,451.40
STREET & DRAINAGE	1720172276 – 910923B	8,907.94
CEMETERY CARE FUND	1720172145 - 1720172269	1,784.55
GOLF	1720172238 - 1720172235	9,792.14
CAPITAL OUTLAY	910807B - 1720171839	11,785.80
REAL PROPERTY ACQUIS. RESERVE	910925B	1,500.00
RECREATION CENTER	1720172191 - 1720172253	15,680.10
E-911 CASH FUND	1720172161	66.02
TOTAL		104,967.95
BLANKETS		
910959B	CHOUTEAU LIME CO INC.	3,000.00
910960B	SUNBELT POOLS	5,900.00
TOTAL		8,900.00

- d. Acknowledge receipt of deficient purchase orders.
There were no deficient purchase orders.
- e. Discussion and possible action regarding Mayor’s appointment of Trey Larremore to the Planning and Zoning Commission, Seat #7, term ending 8/31/19.
- f. Discussion and possible action regarding Mayor’s appointment of Trey Larremore to the Board of Adjustment, Seat #1, term ending 8/31/18.
- g. Discussion and possible action regarding Mayor’s appointment of Tim Lawson to the Board of Adjustment, Seat #2, Term ending 8/31/20.
- h. Discussion and possible action regarding Mayor’s appointment of Sean Grissett to the Planning and Zoning Commission, Seat #6, term ending 9/30/19.
- i. Discussion and possible action regarding an expenditure in the amount of \$7,437.61 to Terry Whiteley, Code Consultant for Building Plan Review and Sprinkle Plan Review for the Fairgrounds Improvement – Event Center. (This has been paid to the City from Mayes County and will be forwarded to Terry Whiteley.)
- j. Discussion and possible action regarding hiring Bonnie Paul for the part-time Library Assistant position at the Thomas J. Harrison Pryor Public Library, at \$8.50/hour effective May 2nd, 2018.
- k. Discussion and possible action regarding an expenditure in the amount of \$3,000.00 to Overdrive for the Thomas J. Harrison Pryor Public Library subscription, from Library Non-Book Materials Account #02-221-5032.
- l. Discussion and possible action regarding authorizing the Street Superintendent to seek bids for the 2018 – 2019 mowing of the highway rights-of-way within the city limits.
- m. Discussion and possible action regarding expenditure in the amount of \$6,850.00 to TEC (Traffic Engineer Consultants) to perform a traffic impact study at the intersection of US 69 South of 29th Street, as required by ODOT for a proposed new business, from Street Outside Services - Engineering Account #14-145-5075.
- n. Discussion and possible action regarding revision of Notice of Intent for the Hazard Mitigation Grant Program through Oklahoma Emergency Management in the amount of \$91,000.00, with our matching funds of \$22,750.00 from Fund 13 – Fee In Lieu Account.
- o. Discussion and possible action regarding approval to hire Samantha Thomas to fill vacant Dispatch position at the Police Department (Range D, Step 1 – annual wage \$28,597.00)
- p. Discussion and possible action regarding approval to hire Timothy ‘Ross’ Armontrout (a CLEET certified officer) to fill vacant Patrol Position at the Police Department (Range J, Step 2 – annual wage \$37,174.00).

Motion was made by Smith, second by Shropshire to approve items a-p, less e, f, g and n, with no action on h. Voting yes: Smith, Chitwood, Moore, White, Doyle, Willcutt, Shropshire, Thompson. Voting no: none.

e. Discussion and possible action regarding Mayor's appointment of Trey Larremore to the Planning and Zoning Commission, Seat #7, term ending 8/31/19.

Motion was made by White, second by Thompson to approve Mayor's appointment of Trey Larremore to the Planning and Zoning Commission, Seat #7, term ending 8/31/19.

Mayor moved back to the vote on Consent Agenda.

Motion on Consent Agenda was amended to include removing items a, e, f, g and n, with no action on h. Voting yes: Smith, Chitwood, Moore, White, Doyle, Willcutt, Shropshire, Thompson. Voting no: none.

Mayor moved back to 6.e. for the vote.

Voting yes: Chitwood, Moore, White, Doyle, Willcutt, Shropshire, Thompson, Smith. Voting no: none.

Mayor moved back to 6.a.

a. Approve minutes of the April 17th, 2018 Council meeting.

Motion was made by Doyle, second by Smith to approve minutes of the April 17th, 2018 Council meeting. Voting yes: White, Doyle, Willcutt, Shropshire, Thompson, Smith, Chitwood. Abstaining, counting as a no vote: Moore. Voting no: none.

f. Discussion and possible action regarding Mayor's appointment of Trey Larremore to the Board of Adjustment, Seat #1, term ending 8/31/18.

Motion was made by White, second by Doyle to approve Mayor's appointment of Trey Larremore to the Board of Adjustment, Seat #1, term ending 8/31/18. Voting yes: White, Doyle, Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore. Voting no: none.

g. Discussion and possible action regarding Mayor's appointment of Tim Lawson to the Board of Adjustment, Seat #2, Term ending 8/31/20.

Motion was made by Chitwood, second by Shropshire to approve Mayor's appointment of Tim Lawson to the Board of Adjustment, Seat #2, Term ending 8/31/20. Voting yes: Doyle, Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore, White. Voting no: none.

n. Discussion and possible action regarding revision of Notice of Intent for the Hazard Mitigation Grant Program through Oklahoma Emergency Management in the amount of \$91,000.00, with our matching funds of \$22,750.00 from Fund 13 – Fee In Lieu Account.

Motion was made by Chitwood, second by Willcutt to approve revision of Notice of Intent for the Hazard Mitigation Grant Program through Oklahoma Emergency Management in the amount of \$91,000.00, with our matching funds of \$22,750.00 from Fund 13 – Fee In Lieu Account. Voting yes: Willcutt, Shropshire, Thompson, Smith, Chitwood, Moore, White, Doyle. Voting no: none.

7. COMMITTEE REPORTS:

a. Budget and Personnel (Doyle)

Doyle reported that the next Budget and Personnel meeting will be May 8th, 2018.

b. Ordinance and Insurance (Thompson)

Thompson reported that the Ordinance and Insurance Committee met the day before when Jennifer Brittain with Brown & Brown Insurance brought new health insurance plan information. It will be brought to Council on May 15th, 2018.

c. Street (Willcutt)

Willcutt reported that the Street Committee will meet at the end of the month, if necessary.

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 Smith to adjourn. Voting yes: Shropshire, Thompson, Smith, Chitwood, Moore, White, Doyle, Willcutt. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

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

2. APPROVE MINUTES OF APRIL 17TH, 2018 MEETING.

Motion was made by Willcutt, second by Shropshire to approve the minutes of April 17th, 2018 meeting. Voting yes: Thompson, Smith, Chitwood, White, Doyle, Willcutt, Shropshire. 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 Willcutt, second by Thompson to adjourn. Voting yes: Smith, Chitwood, Moore, White, Doyle, 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 _____