

**MINUTES
ORDINANCE / INSURANCE COMMITTEE
SPECIAL MEETING
THURSDAY, SEPTEMBER 29TH, 2016
6:00 P.M.**

THE ORDINANCE/INSURANCE COMMITTEE MET IN SPECIAL SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

COMMITTEE MEMBERS: **YOLANDA THOMPSON, JILL WHITE, WILLARD BUCHANAN, SCOTT CRAFT (ALTERNATE)

1. CALL MEETING TO ORDER.

The meeting was called to order at 6:00 p.m. by Chairman Yolanda Thompson. Committee members present: Chairman Yolanda Thompson, Jill White, Willard Buchanan. Members absent: None.

Others present: Mayor Jimmy Tramel, City Attorney Kim Ritchie, Dr. Paul Mobley, Barbara Hawkins, Chief of Police Dennis Nichols and Trey Larremore.

2. DISCUSS, POSSIBLY APPROVE MINUTES OF THE AUGUST 29TH, 2016 SPECIAL MEETING.

Motion was made by Buchanan, second by White to approve minutes of the August 29th, 2016 special meeting. All voted yes.

3. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION, TO APPROVE AN ORDINANCE ADOPTING A SPECIAL EVENT PERMIT APPLICATION.

Motion was made by White, second by Buchanan to table an ordinance adopting a Special Event Permit Application until the committee can do some research. All voted yes. Ritchie walked everyone through the draft ordinance he presented. Some were concerned with how structured it is at this point. Some concerns were that a 90-day period is too long, and that there needed to be some more discussion on pay of police and fire for events. The question was raised as to whether there needs to be language stating what event will and will not be covered by fire and police at the City's expense. Mayor pointed out that the Chamber of Commerce and Pryor Main Street events are recurring so we know ahead of time that the City will cover. Buchanan suggested making 500 people and above at an event the amount required for the City to cover police and fire expenses.

4. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION TO APPROVE AN ORDINANCE ADOPTING TEMPORARY FOOD TRUCK PERMIT APPLICATION.

Motion was made by White, second by Buchanan to recommend Council action to approve an ordinance adopting Temporary Food Truck Permit Application. All voted yes. Ritchie walked everyone through the draft ordinance he presented. He pointed out that it makes it very clear that the ordinance does not regulate health regulations.

Fees will need to be established. White will check on the fee schedule for Claremore to start the process. Once fees are determined, they will be added as an Appendix A, instead of stating them within the ordinance.

If the applicants state that they are nonprofit, they will be required to show legal proof of their nonprofit status.

5. DISCUSS ORDINANCE NO. 2015-17 AND ORDINANCE NO. 2015-18. CITY ATTORNEY KIM RITCHIE TO ADVISE. NO ACTION TO BE TAKEN.

Ritchie gave the committee a handout (attached) and stated that, after much research, his determination is that this subject involves a difficult set of laws. Basically, the bottom line is that Ritchie does not have a clear answer and he frankly recommends that we "Not go there." He recommends that we leave this situation alone and deal with specific situations as they arise.

6. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING ADOPTING PRYOR CREEK CITY CODE APPENDIX A SCHEDULE OF FEES.

Motion was made by White, second by Buchanan to table adopting Pryor Creek City Code Appendix A Schedule of Fees. All voted yes. Mayor asked the committee to look over the fee schedule and dissect it. These fees are the average of several cities within Oklahoma.

7. DR. PAUL MOBLEY TO DISCUSS ADDITIONAL REQUIREMENTS FOR FEMA CERTIFIED STORM SHELTERS IN SCHOOLS AND COMMERCIAL BUILDINGS.

Dr. Mobley has done a great deal of research on the Pryor Public School buildings. He has attended a number of school board meetings to address, not only storm shelters, but also Safe Schools 101 which concerns safety from storms and other issues. He has also addressed the county commissioners regarding the Oklahoma Uniform Building Code, although the commissioners did not believe they fell under that code.

Pryor Schools agreed to look into Safe Schools 101, and they had an architectural firm do a study. It was turned down.

He reported that Jefferson (built in 1955) and Lincoln schools are in dire condition. Jefferson is in danger of losing its entire roof in a major wind event. The Lincoln Early Learning Center roof is not FEMA quality. Roosevelt School put in a "Safe Haven Room," but it is not up to FEMA standards; therefore, it cannot be called a storm shelter. All areas that have been deemed refuge areas are unsuitable. The Junior High locker room is unsafe during a storm. Almost all schools need tornado doors and many need shutters.

Dr. Mobley is recommending that it become mandatory for all the schools to have storm shelters. He stated that FEMA reports only a 5% - 10% cost of the entire new construction project and the buildings can be designed to use on a daily basis.

Dr. Mobley asked the committee to place this issue on the agenda in the future for discussion.

8. KIM RITCHIE TO PRESENT GENERAL APPEAL UNDER CHAPTER 4 NUISANCES, TO CREATE SUBSECTION 4-4-10 FOR REVIEW AND POSSIBLE RECOMMENDATION TO COUNCIL.

Motion was made by White, second by Buchanan to recommend to Council for review General Appeal under Chapter 4 Nuisances, to create subsection 4-4-10 (Scrivener's error: Should read, "Chapter 5A, Sections 1-5A-1 thru 1-5A-12 per Title 59 O.S. Section 1000.20 to 1000.29"). All voted yes. Ritchie stated that right now there is no general administrative appeals process in place.

9. ADJOURN.

Motion to adjourn was made by Buchanan, second by White. Meeting adjourned at 7:35 p.m.