



June 1, 2020

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, June 1, 2020, with Chairman Harris presiding. The agenda was posted in the outside Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Mr. Garry Harris, Dr. Ken Rains, Ms. Lorri Mitchell, Dr. Art Sixkiller, and Mr. Mark Roberts.

The Board recognized Mr. Jared Crisp who reported a decrease of \$3.44 on line item 37 and a decrease of \$6.14 on line item 38 for a total decrease of \$9.58 to Bid #926 because only ninety-eight (98') feet of sewer pipe was received on line item 37 and line item 38 which makes a new total of \$88,555.57 for Bid #926.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to accept the \$9.58 decrease which makes a new total of \$88,555.57 for Bid #926 and approved the minutes of the Regular Meeting held May 18, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #1314 - #1357 totaling \$276,814.82 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

The Board recognized the Honorable Mayor Lees who reported the Cherokee Nation gifted \$15,000.00 to the City of Pryor Creek to help address the public outcry for cemetery improvements referred to as "Taylor Lake" (the underwater graves of Cherokee Citizens and Military Veterans).

The Board recognized Mr. Steve Powell, *attended via Video Conference*, who discussed the McCrometer Insertion Mag Meter for monitoring the Wastewater Treatment Plant discharge flow and its necessity to close out the Notice of Violation received from the Oklahoma Department of Environmental Quality in 2019.

Mr. Powell also reported on obtaining utility easements for the Sewer Extension to the Giles Property that was donated to the City of Pryor Creek and obtaining utility easements for the project north of Old Airport Road.

The Board recognized Mr. Jared Crisp who reported on the implementation of Phase III COVID-19 Plan Policy and Prevention Work Schedule which began with full staff in all departments on June 1, 2020. Mr. Crisp reported he was allowing outside staff to work a summer schedule of 7 a.m. to 4 p.m. with staggered lunches, Monday through Friday. The Wastewater Treatment Plant and Administrative Staff at the Warehouse and Business Office will return to the same

schedule as before the pandemic with the office lobby closed until July 1, 2020 or the Bullet Resistant Glass is installed.

Mr. Crisp discussed the benefits of a Full Profile Insertion Flow Meter with a 2 year warranty/20 year life expectancy and recommended the Board enter into an agreement with McCrometer, Inc. for an 18" FPI395 Flow Meter and on-site installation at the Wastewater Treatment Plant at a cost not to exceed \$10,606.00.

A motion was made by Dr. Rains and seconded by Mr. Roberts to enter into an agreement with McCrometer, Inc. for an 18" FPI395 Flow Meter and on-site installation at the Wastewater Treatment Plant at a cost not to exceed \$10,606.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Crisp discussed a visual presentation of the proposed water line alignment for the First Church of God Construction Site on East Highway 20 and the benefits of entering into an agreement with the First Church of God for a waterline bore under East Highway 20 at a cost not to exceed \$25,000.00 which would provide a loop for our existing water lines.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to enter into an agreement with First Church of God for a waterline bore under East Highway 20 at a cost not to exceed \$25,000.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, and Harris. Ms. Mitchell abstained which counted as no vote.

Mr. Crisp discussed and recommended the Master Mutual Aid Memorandum of Understanding between the Grand River Dam Authority and the City of Pryor Creek, ex rel., its Municipal Utility Board which was reviewed by Mr. Ben Sherrer who had no objections to the language.

A motion was made by Dr. Rains and seconded by Mr. Roberts to accept the Master Mutual Aid Memorandum of Understanding between the Grand River Dam Authority and the City of Pryor Creek, ex rel., its Municipal Utility Board as presented. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Crisp reported a draft of the proposed Assessment of Needs Budget for Fiscal Year Ending June 30, 2021 was ready to review with the Budget Committee. The Budget Committee will meet at 8:30 a.m. on Friday, June 5, 2020.

The Board recognized Mrs. Teri Hill who reported three (3) wastewater treatment plant employees personal information had been used fraudulently without their permission to file for unemployment benefits. As instructed by Oklahoma Municipal Assurance Group, Ms. Hill filed a protest with OESC stating the

reason why the claimant should not receive unemployment benefits within the required ten (10) days of the date the notice was mailed. She also encouraged the employees to report the identity theft to the proper law enforcement agency.

A written Department Foreman's Report was presented with no additional comments.

There was no unfinished or new business to discuss.

The Board recognized Mr. Ben Sherrer who had no report.

A motion was made by Dr. Rains and seconded by Mr. Roberts to adjourn at 6:37 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none


Chairman


Secretary

THE FOLLOWING CLAIMS ARE PRESENTED TO THE MUB FOR EXAMINATION
AND APPROVAL; SUBJECT TO TAXES, CREDITS, ETC.:

CL#	NAME	PO#/DESCRIPTION	AMOUNT
1358	Payroll	A0620145; Payroll Ending June 10, 2020	70,502.78
1359	RCB-Pryor	FICA-\$12,399.06; Med-\$2,899.84; Federal \$8,794.16	24,093.06
1360	Oklahoma Tax Commission	SWH; Payroll Ending June 10, 2020	3,438.00
1361	Oklahoma Centralized Support Registry	Payroll Ending June 10, 2020	1,467.77
1362	Oklahoma State Tax Commission	May 2020 Actual/June 2020 Estimated Sales Tax	42,226.36
1363	Principal Financial Group	Regular MMP Retirement; May 2020	34,399.49
1364	Accurate Environmental	A0520120; Water Samples (10)	250.00
1365	Accurate Environmental	A0620140; Water Samples (2)	56.00
1366	Jaybell Construction	A0620138; Emergency Sewer Repair	18,655.00
1367	BlueMark Energy, LLC	Purchased Gas; May 2020	25,918.90
1368	Brenntag Southwest, Inc.	20205269; Chlorine & Sulfur Dioxide	1,402.63
1369	CDW Government	A0520115; iPad Mount for Truck #11	30.32
1370	CDW Government	A0420105; MSO Equipment for Truck #10 & #11	516.67
1371	CINTAS Corporation	20206281; Uniform Rental for May 2020	605.00
1372	C & R Oil Co., Inc.	20206270; Fuel	1,902.35
1373	Office Everything	20206285; Shipping Fees	177.71
1374	Wesco Distribution Inc.	20204207; Bid #927, Electric Material and Supplies	23,279.55
1375	Farwest Line Specialties, LLC	20205262; Line Tools, Hot Arms	1,889.00
1376	Flowers by Teddie Rae	A0620131; W. A. Graham Memorial Wreath	50.00
1377	ABS Communications Inc.	A0620137; iPad Charger for Truck #10	24.99
1378	Grand River Dam Authority	Purchased Electric; May 2020	363,136.57
1379	Meaux Down Lawncare	20206296; Mowing Service through May 30, 2020	490.00
1380	P & K Equipment	20206297; Equipment Maintenance, Trachoe	36.96
1381	Green Country Surveying PLLC	A0620133; Survey Fee, The District	900.00
1382	Heath Consultants Inc.	20205250; Test/Calibrate Gas Surveyor	214.66
1383	Airgas USA, LLC	20206289; Monthly Cylinder Rental	105.23
1384	Locke Supply Co.	20206272; Material and Supplies	393.02
1385	Love, Beal & Nixon, P.C.	A0620145; Garnishment, C. Grass	212.25
1386	Infrastructure Solutions Group, LLC	A0320062; Engineer Fee, North 69 Sewer Extension, Pmt #:	4,534.50
1387	Infrastructure Solutions Group, LLC	A0620136; General Engineer Fees for April & May 2020	1,255.00
1388	Mike's Tire & Car Care	20206288; Vehicle Maintenance, Truck #6	37.89
1389	Northwest Transformer Co.	20206273; Material and Supplies	3,876.00
1390	Pikepass Government Account Services	A0620143; Turnpike Fees for April and May 2020	30.45
1391	O'Reilly Auto Parts Inc.	20206282; Equipment Maintenance	529.08
1392	Oklahoma Ordnance Works Authority	Purchased Water; May 2020	63,567.14
1393	Pryor Automotive Supply	20206278; Equipment and Vehicle Maintenance	279.66
1394	Pryor Stone Inc.	20206295; Rock for Emergency Sewer Repair	348.26
1395	Pryor Waste and Recycling, LLC	Solid Waste Disposal Fees for May 2020	92,755.85
1396	Pryor Lumber Co., Inc.	20206280; Small Tools and Supplies	172.56
1397	Mayes County RWD #4	WWTP Water Service for May 2020	19.00
1398	Roberts Auto Center	20206275; Vehicle Maintenance, Truck #2	142.95
1399	Sherwin-Williams	20206294; Paint	40.92
1400	Sherwin-Williams	20206276; Paint	43.12
1401	Sundance Office	A0620141; Office Supplies	124.61
1402	Sundance Office	20205256; Warehouse Supplies	38.41
1403	Storage Plus by 5R Inc.	A0620135; On-site shredding services	55.00
1404	Techline Inc.	20195234; CCP, Bid #920 Electric Material	30,802.00
1405	White Star Machinery	20206283; Equipment Maintenance, Skid Steer	3,394.00
1406	Tractor Supply Credit Plan	20206286; Material and Small Tools	351.40
1407	Warren Cat	20205246; Equipment Maintenance, CAT Backhoe	320.00
1408	Warren Cat	20205246; Equipment Maintenance, CAT 416E Backhoe	4,396.46
1409	Core & Main	20206271; Material and Supplies	364.79
1410	Core & Main	20204180; Bid #926, Water Material	2,388.00
1411	Core & Main	20205237; Material and Supplies	325.00
1412	Ben Sherrer Law Office, P.C.	A0620134; Attorney Fees for May 2020	960.00
1413	City of Pryor Creek	Occupational Fee for May 2020	3,022.61
1414	City of Pryor Creek	A0819210; Allocation to City, Payments #11 & #12	127,200.00
1415	City of Pryor Creek	CompSource for April 2020	9,847.15
1416	City of Pryor Creek	A0719172; Payroll Ending May 29, 2020	594.23
1417	Fiber Interactive Technologies	A0620139; Telephone Services for May 2020	166.83
1418	Municipal Utility Board	Solid Waste Billing Fees for May 2020	6,045.22
1419	Void	Void	-
1420	Pryor Printing, Inc.	A0620144; City Treasurer's Original Receipts (1,250)	354.38
1421	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Collections for May 2020	304.86
1422	VISA Control Account	A0620142; Material and Supplies	725.35
1423	Willcut, Roger	A0620132; Reimbursement, Tree Removal Program	1,100.00
1424	Sharpe Dry Goods Co., LLC	20205268; Clothing Reimbursements (5 employees)	1,050.00
1425	AFLAC	Payroll Deduction for June 2020	2,418.25
1426-	MUB Employee Listing	A0520125; Clothing Reimbursements for 7 Employees	
1432			1,350.00
TOTAL			\$ 981,705.20

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	14,878.49
DIRECT DEPOSIT REGULAR CHECKS:	43	55,624.29
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	57	70,502.78

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 5-28-2020 TO 6-10-2020

I CERTIFY THAT ALL OF THE ABOVE NAMED INDIVIDUALS ARE EMPLOYEES OF THE MUNICIPAL UTILITY BOARD, AND AS SUCH ARE UNDER MY DIRECT SUPERVISION AND REPORT DIRECTLY TO ME. THAT THEY HAVE BEEN PROPERLY HIRED AND THE RATE OF PAY APPROVED BY THE MUNICIPAL UTILITY BOARD AND THAT THEIR RECORD OF EMPLOYMENT IS MAINTAINED BY THE ADMINISTRATIVE MANAGER OF, THE MUNICIPAL UTILITY BOARD IN THEIR PERSONNEL FILES. I ALSO CERTIFY THAT THE ABOVE HOURS WORKED FOR THE DAYS INDICATED FOR EACH OF THE ABOVE LISTED INDIVIDUALS ARE CORRECT.

SIGNED: Hannah Moore for Jared Crisp
GENERAL MANAGER

APPROVED: Garry Harris by JHM
CHAIRMAN

Claim # 1358

PO# A0620-145