



July 20, 2020

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, July 20, 2020, with Vice-Chairman Roberts presiding. The agenda was posted in the outside Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Mr. Mark Roberts, Dr. Ken Rains, and Ms. Lorri Mitchell. Dr. Art Sixkiller attended via video conference and Mr. Garry Harris was absent.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held July 6, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, and Roberts Nay – none

A motion was made by Ms. Mitchell and seconded by Dr. Rains to approve Claims #18 - #68 totaling \$301,850.70 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Sixkiller, and Roberts Nay – none

The Board recognized the Honorable Mayor Larry Lees who commended the community of support during last weekend's storm damage, repair, and clean-up. The Mayor also reported City Crews continue to pick up brush placed at curbside but this project had a slow start due to equipment malfunctions.

The Board recognized Mr. Steve Powell who reported on operations and repairs at the Wastewater Treatment Plant. Mr. Powell also discussed the lift station upgrades.

Mr. Powell discussed street projects and concrete utility patches. He also reported the North Sewer Extension is on hold due to an easement issue. City Attorney, K. Ellis Ritchie requested all correspondence on the issue so he could address it on behalf of the City of Pryor Creek.

The Board recognized Mr. Jared Crisp who reported two (2) utility clerks are quarantined at home while waiting on their COVID-19 test results. Both clerks are utilizing the 80 hours paid sick leave required by FFCRA (Families First Coronavirus Response Act).

Mr. Crisp is working with Oklahoma Municipal Assurance Group, Oklahoma Gas Association, and Oklahoma Corporation Commission to update the Municipal Utility Board Drug and Alcohol Policy to meet the FMCSA (Federal Motor Carrier Safety Administration) requirements.

Mr. Crisp reported on the July 11, 2020 storm damage.

The Board recognized Mrs. Teri Hill who reported she received correspondence regarding Stage Stores Inc. Bankruptcy and shared it with Mr. Ben Sherrer for review and further instructions.

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

Mr. Crisp discussed and recommended the promotion of Mrs. Hannah Moore to Clerk I Non-Merit, effective July 23, 2020.

A motion was made by Ms. Mitchell and seconded by Dr. Rains to promote Mrs. Hannah Moore to Clerk I Non-Merit (\$20.52 per hour to \$22.17 per hour) effective July 23, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Sixkiller, and Roberts Nay – none

There was no unfinished or new business to discuss.

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

A motion was made by Ms. Mitchell and seconded by Dr. Rains to adjourn at 6:35 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Sixkiller, and Roberts Nay – none

  
Chairman

  
Secretary

August 3, 2020

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
0069	Payroll	A0720182; Payroll Ending July 22, 2020	80,040.10
0070	Bank of Commerce	FICA \$14,065.46; Med \$3,289.48; Federal \$9,924.21	27,279.15
0071	Oklahoma Tax Commission	SWH; Payroll Ending July 22, 2020	4,108.00
0072	Oklahoma Centralized Support Registry	A0720182; Payroll Deduction Ending July 22, 2020	1,467.77
0073	Principal Financial Group	457 Retirement Savings Deduction for July 2020	13,592.85
0074	Principal Financial Group	457 Loan Repayment for July 2020	1,919.30
0075	Principal Financial Group	MPP Retirement Contributions for July 2020	25,751.22
0076	Oklahoma State Tax Commission	July 2020 Sales Tax/August 2020 Estimated Sales Tax	63,205.08
0077	Arkansas Electric Coop, Inc.	20207329; Electric Material and Supplies	4,043.40
0078	Accurate Environmental, LLC	A0720180; Water Samples	125.00
0079	Bluecross/Blueshield of Oklahoma	Group Medical Coverage for August 2020	45,896.28
0080	Brenntag Southwest, Inc.	20207355; WWTP Material and Supplies	1,081.03
0081	C & M Supply Inc.	20207347; Safety and First Aid Supplies	356.29
0082	CINTAS First Aid & Safety	20207356; First Aid Kit Supplies	231.48
0083	CINTAS First Aid & Safety	A0720183; First Aid Kit Supplies for July 2020	115.56
0084	C & R Oil Co., Inc.	20207348; WWTP Diesel	899.57
0085	C & R Oil Co., Inc.	20207362; Fuel at Warehouse	2,113.40
0086	Delta Dental of Oklahoma	Group Dental Coverage for August 2020	3,189.00
0087	Farwest Line Specialties, LLC	20207336; Small Tool, Klein Grip	123.04
0088	Farwest Line Specialties, LLC	20207340; Small Tools	1,149.93
0089	Farwest Line Specialties, LLC	20207344; Small Tool, Extended Tel-O-Pole Bucket Stick	168.22
0090	P & K Equipment	20207345; Tree-Crew Supplies and Material	76.64
0091	Lakeland Office Systems	A0720187; Warehouse Quarterly Copies (Total 6,761)	171.11
0092	Locke Supply Co.	20207365; Material, Supplies, and Small Tools	300.24
0093	Love, Beal & Nixon, P.C.	A0720182; Garnishment, C. Grass	212.25
0094	Infrastructure Solutions Group, LLC	A0320062; CCP, Sanitary Sewer Extension, Payment #4	11,336.25
0095	Infrastructure Solutions Group, LLC	A0720186; Engineer Fees for July 2020	2,140.00
0096	OMUSA/OMA	A0720185; Annual MGSO & OMA Dues & Qtr JT&S Dues	7,203.75
0097	Mike's Tire & Car Care	20207353; Vehicle Maintenance, Truck #14	712.98
0098	Northwest Transformer Co., Inc.	20207364; Electric Material and Supplies	1,271.00
0099	Northwest Transformer Co., Inc.	20207360; Electric Material and Supplies	1,003.00
0100	Poly Pro Inc.	20207339; Small Tool, 1LC Butt Fusing Machine	2,675.00
0101	Moore Farms	20207349; Topsoil	300.00
0102	Mayes County RWD 4	WWTP Water Service for July 2020	24.76
0103	Stuart C. Irby Co., Inc.	20207330; Electric Material and Supply	547.10
0104	Stuart C. Irby Co., Inc.	20207335; Small Tools, Salisbury Glove & 8 Protector	249.59
0105	Traffic Signals Inc.	20207357; Electric Material and Supplies	632.40
0106	U S Cellular	Cellular Service for July 2020	1,181.23
0107	Core & Main	20206290; CCP, Gas Material and Supplies	400.00
0108	Core & Main	20207319; Water Material and Supplies	1,205.00
0109	Core & Main	20207322; Material and Supplies	138.50
0110	Wal-Mart Community/SYNCB	20207352; Warehouse and City Hall Maintenance Supplies	144.65
0111	Ben Sherrer Law Office, P.C.	A0720188; Attorney Fees for July 2020	700.00
0112	Mutual of Omaha Payment Process Center	Group AD&D Coverage for August 2020	862.22
0113	City of Pryor Creeek	A0720184; Cleaning Services ending July 10 & July 24, 2020	1,188.46
0114	City of Pryor Creeek	Group CompSource Coverage for June 2020	9,744.94
0115	Fiber Interactive Technologies	Telephone Services for July 2020	166.83
0116	Ancillary Bill Dept. Dearborn Life Ins. Co.	Group LTD Coverage for August 2020	1,216.04
0117	Municipal Utility Board	Utility Services for July 2020	20,751.16
0118	Municipal Utility Board	Petty Cash	801.97
0119	Technical Programming Services Inc.	A0720181; Bill/Late Message Print and Mailing, July 2020	3,325.99
0120	VSP Insurance Co., (CT)	Payroll Deduction for August 2020	609.00
0121	DEQ-Administrative Services	A0620160; CCP, Annual DEQ Certification Renewal Fees	2,530.00
0122	Oklahoma Ordnance Works Authority	Purchased Water for July 2020	77,866.99
		TOTAL	<u>428,544.72</u>

\*\*\* REGISTER TOTALS \*\*\*

REGULAR CHECKS:	12	18,182.85
DIRECT DEPOSIT REGULAR CHECKS:	40	61,857.25
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
		-----
TOTAL CHECKS:	52	80,040.10

\*\*\* NO ERRORS FOUND \*\*\*

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 7-9-2020 TO 7-22-2020**

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: Jeri Hill for Jared Crisp  
 GENERAL MANAGER

APPROVED: Garry Harris by Jmb  
 CHAIRMAN

PO # A0720 - 182

Claim

0069