



November 1, 2021

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, November 1, 2021, 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, and Dr. Art Sixkiller. Mr. Mark Roberts was absent.

Also attending were Mr. Travis Willis and Mr. Terry Aylward.

Mr. Jared Crisp reported a quantity increase of four hundred ninety six feet (496') of wire to Line 3 of Bid #934 for an increase of \$1,485.52 and a quantity increase of four thousand feet (4,000') of tape to Line #23 of Bid #934 for an increase of \$71.00, which changed the total to \$265,241.18 for Bid #934 (Electric Material).

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to increase Line 3 of Bid #934 in the amount of \$1,485.52 and increase Line 23 of Bid #934 in the amount of \$71.00, which changed the total to \$265,241.18 for Bid #934 (Electric Material), then approve the minutes of the Regular Meeting held October 18, 2021. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Sixkiller, Mitchell, and Harris.

Chairman Harris moved to Agenda Item 5a and recognized Mr. Jared Crisp who presented a power point presentation of the Cost Recovery from Terex Utilities Inc. for the replacement of Truck #13 in the amount of \$20,308.00. Mr. Crisp discussed the fifteen percent (15%) cancellation fee, the availability and increase in the cost of materials, the delayed manufacturing and delivery, and his recommendation to split the Cost Recovery with Terex Utilities Inc. Mr. Ben Sherrer had no legal issues with Mr. Crisp's recommendation and concurred with the recommendation.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to split the \$20,308.00 Cost Recovery from Terex and pay an additional \$10,154.00 for the replacement of Truck #13, which was less than the fifteen percent (15%) cancellation fee. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #438 - #488 totaling \$676,618.78 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, and Harris Nay – none

The Board recognized Mr. Steve Powell who reported on the Giles Property Sanitary Sewer Interceptor Extension, the water bore

project on US69 Highway between Park Street and SE 5<sup>th</sup> Street, and the preparations to present the WWTP (Wastewater Treatment Plant) Facility Study during the November 15, 2021, Regular Board Meeting.

The Board recognized Mr. Jared Crisp who discussed the October 29, 2021 notification from Oklahoma Ordnance Works Authority Director of Operations, Mr. Jason Stutzman, regarding the recovery of extraordinary costs received due to the extreme winter weather event in February 2021. The total cost to OOWA for this event was \$251,365.00. The notification also calculated the portion to be billed to the Pryor Municipal Utility Board which was \$20,866.61. Mr. Crisp presented two options, either pay the full amount outright or pay \$6,955.54 per month for three (3) months. Either way Mr. Crisp would recovery the extraordinary cost from our customers with an additional \$0.20± per 1,000 gallons to the (WCA) water cost adjustment.

*Honorable Mayor Lees arrived 6:25 p.m.*

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to approve the three (3) month payment option in the amount of \$6,955.54 per month to the Oklahoma Ordnance Works Authority (OOWA) for the extraordinary costs received due to the extreme winter weather event in February 2021 and recover the extraordinary cost from our customers with an additional \$0.20± per 1,000 gallons to the (WCA) water cost adjustment. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Sixkiller, Mitchell, and Harris Nay – none

The Board recognized Mayor Lees who reported the November 2, 2021 Pryor Creek City Council Meeting Agenda Item 4b. (*Discussion and possible action regarding award of 50% (\$409,523.06) of the \$819,046.12 ARPA funding to Municipal Utility Board for water and sewer infrastructure pursuant to ARPA guidelines*) would be of interest to the Municipal Utility Board. Mr. Jared Crisp and Mr. Travis Willis added they would be attending the Council Meeting on behalf of the Municipal Utility Board during the discussion of Agenda Item 4b.

The Board recognized Mr. Jared Crisp who discussed and recommended the Municipal Utility Board enter into an agreement with AssureCo Risk Management and Regulatory Compliance LLC (d/b/a Municipal H20) to conduct a Risk and Resilience Assessment that considers the risks to the water system from malevolent acts and natural hazards and to develop an Emergency Response Plan (ERP) for our water system in compliance with the America's Water Infrastructure Act (AWIA), passed by Congress in 2018 at a cost not to exceed \$15,500.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to enter into an agreement with AssureCo Risk Management and Regulatory Compliance LLC (d/b/a Municipal H20) to conduct a Risk and Resilience Assessment that considers the risks to the water system from malevolent acts and natural hazards and to develop an

Emergency Response Plan (ERP) for our water system in compliance with the America's Water Infrastructure Act (AWIA), passed by Congress in 2018 at a cost not to exceed \$15,500. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Rains, and Harris Nay – none

The Board recognized Mrs. Teri Hill who reported Ms. Violet Kirkendall of Hood & Associates, CPAs, PC would be performing onsite testing for the Municipal Utility Board Fiscal Year Audit Ending June 30, 2021 on November 16, 17, & 18, 2021 and anticipated a presentation of the Audit by December 2021.

A written Department Foreman's Report was presented with Mr. Crisp discussing the Meadow Trace Area Electric Project.

Mr. Crisp discussed and recommended the promotion of Mr. Michael Potts to D-Operator with Merit at the Wastewater Treatment Plant, effective October 28, 2021.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve the promotion of Mr. Michael Potts to D-Operator with Merit (\$21.75 per hour to \$21.92 per hour), at the Wastewater Treatment Plant, effective October 28, 2021. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, and Harris Nay – none

There was no unfinished business or new business to discuss.

The Board recognized Mr. Ben Sherrer who reported his plans to review the U.S. Treasury guidelines regarding funds received by the Municipal Utility Board for utility assistance.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to adjourn at 6:42 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Rains, 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
489	Payroll	A1121264; Payroll Ending November 10, 2021	75,492.61
490	BOC-Pryor	FICA \$13,109.32; MED \$3,065.88; FED \$8,306.31	24,481.51
491	Oklahoma Tax Commission	A1121264; Payroll Ending November 10, 2021	3,882.00
492	Oklahoma Centralized Support Registry	A1121264; Payroll Ending November 10, 2021	1,686.97
493	Kansas Payment Center/SG10DM000494	A1121264; Payroll Ending November 10, 2021	83.54
494	Principal Financial Group	457 Retirement Savings for October 2021	20,878.31
495	Principal Financial Group	457 Loan Re-payments for October 2021	2,882.82
496	Principal Financial Group	Regular MMP Retirement Contributions for October 2021	34,063.53
497	AFLAC	Payroll Deduction for November 2021	2,149.54
498	Amazon Capital Services	202110482; Office Chair, T. Willis	134.08
499	Amazon Capital Services	202110482; Office Desk, T. Willis	581.76
500	Amazon Capital Services	202110488; Equipment Maintenance and Supplies	391.97
501	Amazon Capital Services	202110494; Safety Equipment and Supplies	97.92
502	Amazon Capital Services	202111501; Lateral File, T. Willis	279.99
503	Arkansas Electric Coop., Inc.	20219430; Bid #934, Electric Material	360.60
504	AT&T Mobility	A1121265; Cellular Services for November 2021	1,222.52
505	BlueMark Energy, LLC	Purchased Gas; October 2021	56,874.21
506	Brenntag Southwest, Inc.	202111506; Sulfur Dioxide and Chlorine	1,664.88
507	Chouteau Lime Co.	202111505; Material and Supplies	482.80
508	CINTAS Corporation 063	202111499; Uniform Rental for October 2021	888.03
509	CINTAS First Aid and Safety	A1121268; First Aid Supplies for November 2021	149.16
510	Clifford Power	20217306; Equipment Maintenance, 9th Street Lift Station	5,182.74
511	Clifford Power	202111513; Equipment Maintenance, Generator Block Heater	1,721.68
512	C & R Oil Co., Inc.	202111517; Fuel	4,424.53
513	Enviro-Tec America, Inc.	202110496; SIR Reports, Cycle 12	45.00
514	Erwin Glass dba Oklahoma Glass & Mirror	202111515; Warehouse Maintenance, Window Replacement	288.32
515	Premier Signs & Design, LLC	202110485; Equipment Replacement; Decals for New Truck #13	131.50
516	Grand River Dam Authority	Purchased Electric; October 2021	488,899.62
517	Green Equipment Company	202110495; Equipment Replacement, Radiodection/Locator	8,897.00
518	Hamill Metal	202111504; Warehouse Maintenance and Repair	150.00
519	Jaybelle Construction, LLC	A1121258; 4-inch gas bore, Stonegate Driveway	4,800.00
520	Airgas USA, LLC	202111510; Cylinder Lease Renewal	167.30
521	Airgas USA, LLC	202111512; Cylinder Rental	57.14
522	Border States Industries Inc.	202110478; Electric Material and Supplies	183.98
523	Key Maintenance, Inc.	A0321061; CCP, Sanitary Sewer Interceptor Ext., Pmt. #5	16,296.30
524	Locke Supply Co.	202110493; Material, Supplies, and Small Tools	770.96
525	Mike's Tire & Car Care	202111507; Vehicle Maintenance, Trucks #11 and #22	592.04
526	Muskogee Communications	202110486; Equipment Replacement, Radio New Truck #13	387.00
527	MunicipalH20 (ARMARC)	A1121257; AWIA Assessment/Response Plan, Pmt #1	3,100.00
528	Northwest Transformer Co., Inc.	202111514; Electric Material and Supplies	1,771.00
529	Office Supply Hut	202111500; 5-Drawer File Cabinet, J. Martin	536.38
530	Oklahoma One Call System Inc.	A1121261; Annual Service Output Fee and Ticket Fee	965.20
531	O'Reilly Automotive, Inc.	202111509; Equipment and Vehicle Maintenance	308.05
532	Oklahoma Ordnance Works Authority	Purchased Water for October 2021	51,061.00
533	Oklahoma Ordnance Works Authority	Purchased Wastewater Treatment for October 2021	805.74
534	Pryor Automotive Supply	202111502; Equipment and Vehicle Maintenance	269.12
535	Pryor Stone Inc.	202111518; Rock for stockpile	700.41
536	Pryor Waste and Recycling, LLC	Solid Waste Disposal fees for October 2021	98,987.18
537	Pryor Lumber Co, Inc.	202111503; Material and Small Tools	558.51
538	Mayes County Rural Water District #4	Water Service for WWTP in October 2021	19.42
539	Sundance Office	202110489; Warehouse Supplies	342.43
540	Tractor Supply Credit Plan	202111508; Material and Small Tools	254.78
541	Core & Main	20219400; Water Material and Supplies	462.84
542	Core & Main	202110479; Water Material and Supplies	461.20
543	Ben Sherrer Law Office, P.C.	A1121260; Attorney Fees for October 2021	400.00
544	City of Pryor Creek	Occupational Fee for October 2021	3,227.55
545	City of Pryor Creek	A0721173; City Hall Maintenance, October 2021	612.06
546	City of Pryor Creek	A1121267; Annual OMAG Property Insurance	18,405.00
547	City of Pryor Creek	A0821191; Allocation to City, Payment #4	64,600.00
548	Fiber Interactive Technologies	A1121262; Fiber Entry Connections and Testing	8,288.10
549	Fiber Interactive Technologies	A1121266; Battery Backup for Kacee's PC	206.11
550	Kolker & Kolker, Inc.	A1121259; Consultant Fee, Audit Preparation	5,025.00
551	Municipal Utility Board	Solid Waste Billing Fee for October 2021	6,455.11
552	Technical Programming Services Inc.	A1021253; Bill/Late Message Print & Mailing, October 2021	1,872.49
553	WA-RO-MA dba C.A.R.D.	Share the Comfort Collection for October 2021	158.28
554	Visa Control Account	A1121263; Uniform Clothing, Travel, and Miscellaneous	3,170.42
TOTAL			\$ 1,034,747.24

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

REGULAR CHECKS:	9	8,188.62
DIRECT DEPOSIT REGULAR CHECKS:	47	67,303.99
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	56	75,492.61

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 10-28-21 TO 11-10-21**

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: JM for Jared Crisp  
GENERAL MANAGER

APPROVED: Garry Harris by JM  
CHAIRMAN

PO # A1121-264  
CLAIM # 0489