



December 19, 2022

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, December 19, 2022, 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, Ms. Lorri Mitchell, Dr. Ken Rains, Mr. Mark Roberts and Dr. Art Sixkiller.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held December 5, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, and Harris Roberts abstained which was counted as no vote.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #657 - #718 totaling \$1,198,061.69 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris Nay – none

The Board recognized Ms. Violet F. Kirkendall of Hood & Associates CPAs, PC who presented the Annual Audit for Fiscal Year ending June 30, 2022 as required by Government Auditing Standards (GASB) with “no findings”. The Total net position for Fiscal Year ending June 30, 2022 was \$41,327,607 of which \$28,143,542 was an Investment in Capital Assets. The Net income after transferring \$775,200 to the City of Pryor Creek was \$578,849.

Mr. Crisp noted the addition of \$193,800 to the reserve account authorized by the Charter of the City of Pryor Creek in accordance with State Statues for emergency and disaster relief.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to accept the Annual Audit for Fiscal Year ending June 30, 2022 as presented. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

The Board recognized Mr. Dalton Powell of Infrastructure Solutions Group, LLC who had nothing to report.

The Board recognized Mr. Jared Crisp who discussed a visual presentation of the tower at Pryor City Substation #2 that belongs to Grand River Dam Authority. Grand River Dam Authority no longer needs the tower and will be discussing the removal or declaring surplus during the GRDA Board Meeting in January 2023. Mr. Crisp shared several ideas where the tower could be of use to the Municipal Utility Board and Emergency Management. Mr. Crisp recommended the Board authorize the General Manager to proceed with a structural analysis and if the structural analysis is favorable then allow Mr. Jared Crisp and Mr. Ben Sherrer to initiate a formal request to Grand River Dam Authority to transfer ownership and maintenance of the tower located at Pryor City Substation #2 to the Municipal Utility Board.

A motion was made by Dr. Rains and seconded by Mr. Roberts to authorize Mr. Jared Crisp to proceed with a structural analysis and if the structural analysis is favorable then allow Mr. Jared Crisp and Mr. Ben Sherrer to initiate a formal request to Grand River Dam Authority to transfer ownership and maintenance of the tower located at Pryor City Substation #2 to the Municipal Utility Board, subject to approval of transfer by the Grand River Dam Authority Board of Directors. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Jared Crisp discussed a visual presentation and quotes received from two vendors. Mr. Jared Crisp recommended the Board enter into an agreement with D&H United Fueling Solutions DBA Petroleum Marketers Equipment Company for the work to be performed at the Waste Water Treatment Plant at a price not to exceed \$61,902.28. Work to include but not be limited to: excavation, removal, disposal, and backfill of three (3) underground storage tanks; provide soil samples and closure report as required by the Oklahoma Corporation Commission; installation and piping of two (2) above ground storage tanks; any ancillary work as agreed upon by both parties.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to enter into an agreement with D&H United Fueling Solutions DBA Petroleum Marketers Equipment Company for the work to be performed at the Waste Water Treatment Plant at a price not to exceed \$61,902.28. Work to include but not be limited to: excavation, removal, disposal, and backfill of three (3) underground storage tanks; provide soil samples and closure report as required by the Oklahoma Corporation Commission; installation and piping of two (2) above ground storage tanks; any ancillary work as agreed upon by both parties. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, Sixkiller, and Harris Nay – none

Mr. Jared Crisp reported he received correspondence from the Oklahoma Ordnance Works Authority that a rate study had been completed which allows OOWA to show a five-year projection of rates going forward. The correspondence also informed MUB of a recommendation to the OOWA Board of Trustees at their meeting to be held Tuesday, December 20, 2022 for the water treatment rates to be increased 2.5% effective January 1, 2023 through June 30, 2023. If the rate increase is approved by OOWA and passed through to MUB customer's it would affect the billing due March 1, 2023.

Mr. Jared Crisp reported he would not be available to attend the OOWA Board of Trustee Meeting because he would be attending the MESO/OMUSA Board Meeting in Ponca City, Oklahoma then he would be out of the office till December 30, 2022 but available by phone for emergencies.

There was no Assistant General Manager's Report.

The Board recognized Mrs. Teri Hill who had no report.

A written Department Foreman's Report was presented with a correction to the date (December 22, 2022 to December 19, 2022).

Mr. Jared Crisp discussed a visual presentation of a 2023 Big Tex 25DU-20 Dump Trailer and recommended the Board approve the purchase from Trailer World of Tulsa at a price not to exceed \$27,000.00.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the purchase of a 2023 Big Tex 25DU-20 Dump Trailer from Trailer World of Tulsa at a price not to exceed \$27,000.00. MOTION CARRIED. Votes cast as follows: Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed the promotion of Mr. Tynan McKinney to D Mechanic with Merit effective December 22, 2022 and agreed with the recommendation from the Water Department Foreman, Mr. Jim Martin.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve the promotion of Mr. Tynan McKinney to D Mechanic with Merit in the Water Department (\$22.62 per hour to \$22.80 per hour), effective December 22, 2022 MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts and Harris Nay – none

Mr. Jared Crisp discussed the re-classification of Mr. Roger Tracy to a Regular Employee with the promotion to Journeyman Trimmer Non-Merit effective January 5, 2023 and agreed with the recommendation from the Tree-Trimmer Crew Chief, Mr. Barry Henderson.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve the re-classification of Mr. Roger Tracy to Regular Employee with the promotion to Journeyman Trimmer Non-Merit (\$23.17 per hour to \$24.04 per hour), effective January 5, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

There was no Unfinished Business or New Business to discuss.

There was no Attorney's Report.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to adjourn at 6:51 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none


Chairman


Secretary

January 3, 2023

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
719	Payroll	A1222284; Payroll Ending 12-21-2022	\$ 80,360.56
720	Bank of Commerce	FICA \$14,210.30; Med \$3,323.40; Federal \$10,312.49	\$ 27,846.19
721	Oklahoma Tax Commission	A1222284; Payroll Ending 12-21-2022	\$ 4,159.00
722	Oklahoma Centralized Support Registry	A1222284; Payroll Ending 12-21-2022	\$ 1,216.63
723	Kansas Payment Center/SG10DM000494	A1222284; Payroll Ending 12-21-2022	\$ 83.54
724	CNCSPC (Cherokee Nation OCSS)	A1222284; Payroll Ending 12-21-2022	\$ 353.67
725	Principal Financial Group	457 Retirement Saving Deductions; December 2022	\$ 15,308.43
726	Principal Financial Group	457 Loan Repayments; December 2022	\$ 2,020.15
727	Principal Financial Group	MMP Retirement Contributions; December 2022	\$ 26,655.57
728	Oklahoma State Tax Commission	December 2022 Actual/January 2023 Estimated Sales Tax	\$ 79,163.41
729	O.E.S.C. Online Payment Processing	4th Quarter 2022 Employers Unemployment Tax	\$ 61.96
730	AgriLand FS, Inc.	202212597; Fuel	\$ 2,823.91
731A	Accurate Environmental, LLC	A1222280; Water Samples	\$ 210.00
732A	Anixter Inc.	202210472; Bid #940, Electric Material	\$ 58,265.00
733	Anixter Inc.	202210472; Bid #940, Electric Material	\$ 42,012.00
734	Anchored Power Generation, LLC	202212592; Equipment Maintenance, WWTP Generator	\$ 212.50
735	BlueCross/BlueShield of Oklahoma	Group Medical Coverage for January 2023	\$ 44,652.64
736	SPC Office Products	202212589; Shipping Fees	\$ 42.50
737	Delta Dental of Oklahoma	Group Dental Coverage January 2023	\$ 3,659.92
738	Ditch Witch of Oklahoma	202212563; Equipment Maintenance	\$ 202.72
739	Emerald Transformer PPM LLC KS	202212593; Material and Supplies	\$ 2,537.00
740	Enviro-Tec America, Inc.	202212591; SIR Report, Cycle 14	\$ 45.00
741	Fastenal Co.	202212590; WWTP Improvements, Chlorine Basin	\$ 423.21
742	P & K Equipment	202212596; Tree-Trimming Supplies	\$ 75.25
743	Green Country Testing	202212588; Testing	\$ 1,404.00
744	HACH Co.	202212554; Material and Supplies	\$ 1,154.31
745	Jerry's Excavation Inc.	A0122002; CCP, Final Payment East Salt Branch Sewer Ext.	\$ 21,746.10
746	Lakeland Office Systems	A1122261; Sharp BP-70C55 Print/Scan/Copy with Finisher	\$ 9,864.00
747	Lakeland Office Systems	A1222285; 2,300 B/W & 435 Color Warehouse Copies	\$ 89.66
748	Koons Gas Measurement	202212595; Equipment Maintenance, City Gate 2 Relief	\$ 124.62
749	DEQ Administrative Services Account Receivables	202212583; Sewer Exam C. Michael Potts	\$ 62.00
750	Oklahoma Ordnance Works Authority	Purchased Water for December 2022	\$ 71,960.33
751	Oklahoma Ordnance Works Authority	Purchased Wastewater Treatment for December 2022	\$ 871.41
752	Precision Calibrations	202212586; Small Tool, WWTP Lab Scale Calibration	\$ 50.00
753	Sadler Paper Company	A1222289; City Hall Cleaning Supplies	\$ 438.92
754	Stuart C. Irby Co., Inc.	20228355; Bid Quote #939, Electric Material	\$ 1,151.75
755	The Paper	A1222288; Legal Publication, RFSQ for AMI Systems	\$ 47.75
756	Tulsa Emergency Medical Center Inc. 0010	A1222290; Pre-Employment Exams, E. Hugley, F. Hart, K. Conseen	\$ 890.00
757	Core & Main	20227300; Material and Supplies	\$ 3,060.00
758	Core & Main	202212553; Material and Supplies	\$ 245.00
759	Core & Main	202212556; Material and Small Tool	\$ 67.85
760	Core & Main	202212581; Material and Supplies	\$ 160.00
761	Capital One Walmart	202212598; Office & Warehouse Supplies and Monitors	\$ 961.50
762	Beasley & Company	A1222287; 3rd Quarter FY2022-2023 TPA Retirement Fees	\$ 1,426.00
763	Mutual of Omaha Payment Process Center	Group AD&D Coverage for January 2023	\$ 1,098.66
764	City of Pryor Creek	A0722160; City Hall Cleaning Payroll Ending 12-23-2022	\$ 1,454.96
765	City of Pryor Creek	Worker's Compensation for November 2022	\$ 4,475.38
766	Fiber Interactive Technologies	Voice, Fax, Internet Services for December 2022	\$ 705.78
767	Bank of Commerce	A1222291; PCAX Payment #3	\$ 11,518.08
768	Ancillary Bill Dept. Dearborn Life Ins. Co.	Group Ltd. Coverage for January 2023	\$ 1,469.59
769	Municipal Utility Board	Utility Services for December 2022	\$ 21,901.36
770	State of Oklahoma Finance LIHEAP	A1222292; DHS Case Refunds	\$ 6,211.50
771	Tyler Technologies, Inc.	A1222283; Pro-Rated Annual Service Order Maintenance	\$ 736.36
772	Hood & Associates CPAs, PC	A0622120; CCP; Audit for Fiscal Year Ending June 30, 2022	\$ 4,250.00
773	VSP Insurance Co., (CT)	Payroll Deduction for January 2023	\$ 842.20
774	Stout, Walter F.	A1222286; Water Repair Reimbursement	\$ 323.21
775	Trailer World of Tulsa	202212587; 2023 Big Tex 25DU-20 Dump Trailer	\$ 26,850.00
TOTAL			<u>\$ 590,003.04</u>

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	47	80,360.56
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	47	80,360.56

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 12-8-22 TO 12-21-22

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: Darry Harris by Jmh
 CHAIRMAN

P.O. # A1222-284

Claim # 0719