



February 20, 2024

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Tuesday, February 20, 2024, with Vice-Chair Mitchell presiding. The agenda was posted in the outside Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Ms. Lorri Mitchell, Dr. Ken Rains, Dr. Art Sixkiller, and Mr. Mark Roberts. Mr. Garry Harris attended the meeting by teleconference as a non-voting participant. *(Oklahoma Statutes Title 25-307.1 no member of the public body shall be allowed to participate in the meeting from any location other than the specific location posted on the agenda in advance of the meeting.)*

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to approve the minutes of the Regular Meeting held February 5, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Sixkiller, Roberts, and Mitchell.

Mr. Jared Crisp presented the Claims for examination.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #894 - #944 totaling \$1,547,856.83 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, and Mitchell Nay – none

The Board recognized Mr. Jared Crisp who reported the cut sheets for the generator were approved and ready for assembly at the manufacturing plant.

Mr. Jared Crisp discussed an Oklahoma DEQ punch list item sent to MBI (Mehlburger Brawley Inc.) which is now known as Infrastructure Solutions Inc. and his desire to schedule bids for the sludge removal and tree removal at the flow equalization basin at the 9th Street Lift Station.

Mr. Jared Crisp reported the Pryor Creek City Council approved the recommendation to increase the Inside City Limits Water Rate to \$10.20 minimum and the first 2,000 gallons. \$5.10 per 1,000 gallons on all additional usage, effective February 2024 billing. Mr. Crisp recommended the pass through rate increase from our supplier be applied to all water rates as well as the pass through rate increase to The District Sewer Treatment Rate.

A motion was made by Dr. Rains and seconded by Mr. Roberts to increase the Inside City Limits Water Rate to \$10.20 minimum and the first 2,000 gallons. \$5.10 per 1,000 gallons on all additional usage, effective February 2024 billing. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, and Mitchell. Nay – none

A motion was made by Dr. Rains and seconded by Mr. Roberts to increase the Outside City Limits Water Rate to \$10.70 minimum and the first 1,000 gallons. \$5.35 per 1,000 gallons on all additional usage, effective February 2024 billing. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, and Mitchell. Nay – none

A motion was made by Dr. Rains and seconded by Mr. Roberts to increase the Industrial Water Rate to \$2.85 minimum and the first 1,000 gallons. \$2.85 per 1,000 gallons on all additional usage, effective February 2024 billing. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, and Mitchell. Nay – none

A motion was made by Mr. Roberts and seconded by Dr. Rains to increase The District Sewer Rate to \$4.65 minimum charge and \$5.37 per 1,000 gallons water used, effective February 2024 billing. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Rains, Sixkiller, and Mitchell. Nay – none

Mr. Jared Crisp discussed and recommended the Board enter into an agreement with Tyler Technologies for Utility Meter Data Sync with Scheduler Software, Additional Utility Meter Reader Interface Software, and services for the Mass Meter Swap for Phase I of the Gas and Water Advanced Metering Infrastructure System and all of the Electric Advanced Metering Infrastructure System at a price not to exceed \$37,430.00.

A motion was made by Dr. Rains and seconded by Mr. Roberts to enter into an agreement with Tyler Technologies for Utility Meter Data Sync with Scheduler Software, Additional Utility Meter Reader Interface Software, and services for the Mass Meter Swap for Phase I of the Gas and Water Advanced Metering Infrastructure System and all of the Electric Advanced Metering Infrastructure System at a price not to exceed \$37,430.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, and Mitchell. Nay – none

The Board recognized Mr. Travis Willis who discussed a visual presentation of the valve installation at the 9th Street Lift Station which was combined as a confined space drill for the Pryor Fire Department.

Mr. Travis Willis also presented a visual tour of the nearly completed Warehouse Upgrade after the June 15, 2023 storm damage.

Mr. Travis Willis discussed the purpose of the RHUS TOX Poison Ivy Series offered to employees.

The Board recognized Mrs. Teri Hill who deferred to Mr. Jared Crisp who reported the transfer of ownership of the GRDA radio tower located at Pryor City #2 Substation to the Municipal Utility Board was completed on February 8, 2024.

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

The Board recognized Mr. Jared Crisp who discussed and agreed with Mr. Travis Whitenack's recommendation to promote Mr. Doug Dixon to A Mechanic with Merit in the Natural Gas Department effective February 15, 2024.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. Doug Dixon to A Mechanic with Merit (\$26.89 per hour to \$28.09 per hour) in the Natural Gas Department effective February 15, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, and Mitchell Nay – none

Mr. Jared Crisp who discussed and agreed with Mr. Travis Whitenack's recommendation to promote Mr. Jack Mendivil to C Mechanic with Merit in the Natural Gas Department effective February 15, 2024.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. Jack Mendivil to C Mechanic with Merit (\$25.05 per hour to \$25.42 per hour) in the Natural Gas Department effective February 15, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, and Mitchell Nay – none

There was no Unfinished Business or New Business discussed.

The Board recognized Mr. Ben Sherrer who reported on an inquiry regarding a mowing service contract between the Municipal Utility Board and a Pryor City Councilmember. The Board requested Mr. Sherrer to provide a formal legal opinion before the 2024 mowing season begins.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to adjourn at 6:45 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Rains, and Mitchell Nay – none


Chairman


Secretary

March 4, 2024

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
0945	Payroll	A0224047; Payroll Ending February 28, 2024	\$ 85,683.54
0946	Bank of Commerce	FICA \$14,986.28; Med \$3,504.90; Federal \$9,910.64	\$ 28,401.82
0947	Oklahoma Tax Commission	A0224047; Payroll Ending February 28, 2024	\$ 4,424.00
0948	Oklahoma Centralized Support Registry	A0224047; Payroll Ending February 28, 2024	\$ 986.79
0949	Kansas Payment Center/SG10DM000494	A0224047; Payroll Ending February 28, 2024	\$ 83.54
0950	CNCSPC (Cherokee Nation OCSS)	A0224047; Payroll Ending February 28, 2024	\$ 353.67
0951	Oklahoma State Tax Commission	February 2024 Actual/March 2024 Estimated Sales Tax Payment	\$ 62,820.86
0952	Principal Financial Group	457 Retirement Savings for February 2024	\$ 15,822.91
0953	Principal Financial Group	457 Loan Repayments for February 2024	\$ 3,420.34
0954	Principal Financial Group	MMP Retirement Contributions for February 2024	\$ 28,128.82
0955	AgriLand FS, Inc.	2024284; Fuel	\$ 2,811.01
0956	Amazon Capital Services	2024286; Safety Equipment and Warehouse Supplies	\$ 240.90
0957	Bridgewell Resources, LLC.	2024261; Quote #952, Electric Material	\$ 18,816.00
0958	BlueCross BlueShield Of Oklahoma	Group Medical Coverage for March 2024	\$ 42,681.21
0959	Delta Dental Of Oklahoma	Group Dental Coverage for March 2024	\$ 4,046.18
0960	Dolese Bros. Co.	2024281; Concrete Block	\$ 50.00
0961	Dolese Bros. Co.	2024287; Concrete Blocks	\$ 100.00
0962	P & K Equipment	2024295; Equipment Maintenance	\$ 306.80
0963	Border States Industries Inc.	2024269; Bid #950, Electric Material	\$ 2,799.95
0964	Border States Industries Inc.	2024269; Bid #950, Electric Material	\$ 147.75
0965	Lakeland Office Systems	A0224048; Quarterly Office and Warehouse Copies	\$ 712.78
0966	KGM-Koons Gas Measurement	2024126; Quote #951, Gas Material	\$ 2,250.00
0967	KGM-Koons Gas Measurement	2024293; Gas Material	\$ 4,453.00
0968	MESO/OMUSA	A0224046; 2024 Public Power Conference Registration Fees	\$ 2,625.00
0969	Oklahoma Natural Gas Company	Transportation Fees for January 2024	\$ 23,929.37
0970	Oklahoma Ordnance Works Authority	Purchased Water for February 2024	\$ 73,836.69
0970A	Oklahoma Ordnance Works Authority	Purchased Wastewater Treatment for February 2024	\$ 1,105.69
0971	PACC-Pryor Area Chamber of Commerce	A0224043; State of the Park and City Forum Luncheons	\$ 160.00
0972	Small Arrow Engineering, LLC	A1023228; Natural Gas System Study, Final Payment	\$ 462.50
0973	Stuart C. Irby Co., Inc.	20238402; Bid #948, Electric Material	\$ 64.00
0974	TLS Group, Inc.	2024288; Electric Material, Graham/Rowe LED Traffic Lights	\$ 1,899.30
0975	Utility Supply Company	20238372; Bid #946, Water Material	\$ 1,110.00
0976	UTS-Utility Technology Services Inc.	A1223279; Gas and Water AMI Phase I, Payments #2, #3, and #4	\$ 134,520.00
0977	Vermeer Great Plains	2024283; Tree-Trimming, Chipper Maintenance	\$ 493.05
0978	Core & Main	202415; Marking Paint	\$ 49.80
0979	Core & Main	2024265; Material and Supplies, 9th Street Lift Station	\$ 4,002.47
0980	Capital One Wal-Mart	2024291; Warehouse and Treatment Plant Supplies	\$ 275.93
0981	Mutual Of Omaha	Group AD&D Coverage for March 2024	\$ 1,148.20
0982	Fiber Interactive Technologies	Voice, Fax, Internet, and 911 Service for February 2024	\$ 705.78
0983	Bank of Commerce	A0224045; PCAx Payment #17	\$ 11,518.08
0984	Dearborn Life Insurance Company	Group LTD Coverage for March 2024	\$ 1,544.49
0985	RCI Insurance Group	Workers Compensation Fees for January 2024	\$ 4,077.00
0986	Municipal Utility Board	Utilities for February 2024	\$ 23,482.57
0987	Inlighten	A0124017; Digital Signage, Final Payment	\$ 2,057.00
0988	Hood & Associates CPAs, PC	A0523116; CCP, Fiscal Year Ending 6-30-2023 Audit fees	\$ 5,300.00
0989	VSP Insurance Co. (CT)	Payroll Deduction for March 2024	\$ 847.75
TOTAL			<u>\$ 604,756.54</u>

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	51	85,683.54
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	51	85,683.54

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 2-15-24 TO 2-28-24

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: Jared Crisp by Josi Morrison
 GENERAL MANAGER

APPROVED: Emery Harris by Josi Morrison
 CHAIRMAN

0945

Claim #

PO # A0224-047