



May 20, 2024

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, May 20, 2024, with Chairman Harris presiding. The agenda was posted outside in the Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Mr. Garry Harris, Dr. Ken Rains, Dr. Art Sixkiller, Mr. Mark Roberts, and Ms. Lorri Mitchell.

Guests attending were the Honorable Mayor Zac Doyle and Mrs. Jennifer Adams.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held May 6, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, and Harris Ms. Mitchell abstained which counts as no vote.

The Board recognized Mr. Crisp who presented the claims for approval.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #1271 - #1319 totaling \$617,061.13 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

The Board recognized Mayor Doyle who reported the City of Pryor received a new smartboard because of a recommendation from Mr. Jared Crisp to the GRDA Economic Development & Community Grant Program and it is operational because of assistance from the MUB IT Administrator, Mr. Ryan Stout.

Mayor Doyle also reported the City of Pryor is restructuring the Building Permit process to be more alluring and added a third building inspector.

The Board requested an Engineer's Report from Mr. Jared Crisp who reported the Wastewater Treatment Plant was still on double decant and the FEB (Flow Equalization Basin) was currently at eight (8±) feet with more rain forecasted.

Mr. Jared Crisp also reported the equipment stored at the Wastewater Treatment Plant during the Warehouse Upgrade had been relocated back to the warehouse.

Mr. Jared Crisp discussed and recommended adding Mrs. Josi Morrison, Finance Director, as an authorized officer of the Municipal Utility Board to act on behalf of the Board on the VISA Business Credit Card Accounts.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to add Mrs. Josi Morrison, Finance Director, as an authorized officer of the Municipal Utility Board to act on behalf of the Board on the VISA Business Credit Card Accounts. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none

Mr. Jared Crisp discussed a new Mutual Aid Committee Workshop and Exercise hosted by MESO, GRDA, OMPA, Kansas Municipal Utilities, APPA, and the Department of Energy in Shawnee, Oklahoma on June 23-25, 2024 and recommended the Board allow him and Mr. Travis Willis to attend.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to allow Mr. Jared Crisp and Mr. Travis Willis to attend the American Public Power Association (APPA) Mutual Aid Committee Regional Workshop and Exercise in Shawnee, Oklahoma on June 23-25, 2024, at a cost not to exceed \$1,000.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Jared Crisp confirmed Ms. Mitchell and Dr. Rains were available to attend a Budget Committee Meeting at 8:00 a.m. in the Board Room on Wednesday, May 29, 2024 and anticipated a presentation and recommendation to the Board on June 3, 2024.

The Board recognized Mr. Travis Willis who reported the Municipal Utility Board Warehouse Staff, the Pryor Fire Department, and the Chouteau Fire Department would be participating in a Trench Rescue Training at the South Elliott Pryor Fire Department and the Wastewater Treatment Plant on May 21-22, 2024.

Mr. Travis Willis reported the warehouse upgrade storage bins have been installed and are in use.

Mr. Travis Willis discussed the steel service body RFQ (Request for Quotes) for two (2) new 2024 Ford F350's and his recommendation of Grand Truck Equipment Co., LLC in Tulsa, Oklahoma who quoted the Oklahoma Central Purchasing Contract Price of \$17,018.00 each with an eight-week lead time from factory.

Mr. Jared Crisp reported he authorized Mr. Willis to issue a purchase order in the amount of \$34,036.00 to Grand Truck Equipment Co., LLC in Tulsa, Oklahoma and schedule the installation of the steel service bodies on new trucks #9 and #12 since the bodies are eight weeks lead time from factory, the old trucks are in dire condition, and the total price was less than the non-emergency purchasing authority amount approved by the Board on September 19, 2022.

Mr. Travis Willis reported the MUB electric crew will provide mutual aid to Grand River Dam Authority in changing out thirteen (13) poles at Cherokee Heights before June 30, 2024.

Chairman Harris recognized Mrs. Teri Hill for her Drake Rice Customer Service Award she received during the MESO Conference. Mrs. Hill expressed gratitude for the acknowledgment and then reported tonight's claims listing and the Accounts Payable Open Item process was prepared by the new Finance Director, Mrs. Josi Morrison who was trained by Mrs. Jennifer Adams in preparation for her upcoming retirement.

The Department Foreman's Report was presented with no comments.

Mr. Jared Crisp discussed and agreed with Mr. Jimmy Martin's recommendation to promote Mr. Robert Wilkerson to A Mechanic with Merit/Acting Crew Chief in the Water/Sewer Department effective May 23, 2024.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to promote Mr. Robert Wilkerson to A Mechanic with Merit/Acting Crew Chief in the Water/Sewer Department (\$26.89 per hour to \$28.09 per hour) effective May 23, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts, and Harris Nay – none

Mr. Jared Crisp discussed and agreed with Mr. Jimmy Martin's recommendation to promote Mr. Chris Samples to C Mechanic with Merit in the Water/Sewer Department effective May 23, 2024. Mr. Samples transferred as a Journeyman Tree-Trimner from the electric department to the water/sewer department and maintained his pay rate which was higher than his re-classification.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to promote Mr. Chris Samples to C Mechanic with Merit in the Water/Sewer Department with no change to his rate of pay effective May 23, 2024. 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.

The Board recognized Mr. Ben Sherrer who reported the Publication Notice on the declaratory judgement action in District Court for a judicial determination of the legal relationship between Municipal Utility Board and City of Pryor Creek and related issues has been published per the Court's request. The citizens have forty-five (45) days to make inquiries with the Court so we are currently in a waiting period until mid-June.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 6:24 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, Sixkiller, and Harris Nay – none

  
Chairman

  
Secretary



June 3, 2024

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
1320	Payroll	A0524101; Payroll Ending May 22, 2024	\$ 84,916.37
1321	BOC-Pryor	FICA \$14,883.98; Medic \$3,480.94; Federal \$10,040.47	\$ 28,405.39
1322	Oklahoma Tax Commission	A0524101; Payroll Ending May 22, 2024	\$ 4,394.00
1323	CNCSPC-Cherokee Nation Support	A0524101; Payroll Ending May 22, 2024	\$ 353.67
1324	Kansas Payment Center/SG10DM000494	A0524101; Payroll Ending May 22, 2024	\$ 83.54
1325	Oklahoma Centralized Support Registry	A0524101; Payroll Ending May 22, 2024	\$ 1,101.71
1326	Principal Financial Group	MMP Retirement Contributions for May 2024	\$ 28,155.86
1327	Principal Financial Group	457 Retirement Savings for May 2024	\$ 15,306.71
1328	Principal Financial Group	457 Loan Repayments for May 2024	\$ 3,657.14
1329	Oklahoma State Tax Commission	May 2024 Actual/June 2024 Estimated Sales Tax Payments	\$ 49,423.72
1330	Agriland FS, Inc. Oklahoma	20245249; Fuel	\$ 1,962.87
1331	Amazon Capital Services	20245224; Warehouse Supplies	\$ 173.45
1332	Anixter, Inc.	20243157; Electric Material	\$ 315.00
1333	BlueCross BlueShield Of Oklahoma	Group Medical Coverage for June 2024	\$ 40,788.80
1334	BlueCross BlueShield Of Oklahoma	A0524102; Medical Coverage; May and June Cobra - J. Armontrout	\$ 2,379.08
1335	Brenntag Southwest, Inc.	20245237; Sulphur Dioxide, Chlorine	\$ 2,588.79
1336	CINTAS First Aid & Safety	20245246; First Aid & Safety Supplies	\$ 452.63
1337	CINTAS First Aid & Safety	A0524104; First Aid Supplies for May 2024	\$ 154.35
1338	CFS Inspections	20242100; Truck and Tool Testing	\$ 4,059.00
1339	Delta Dental Of Oklahoma	Group Dental Coverage for June 2024	\$ 3,737.48
1340	Environmental Resource Associates	20243104; Chlorine Residual/PH Study	\$ 232.44
1341	Lakeland Office Systems	A0424076; Canon Imageprograf	\$ 11,996.24
1342	Lakeland Office Systems	A0524102; Warehouse Quarterly Copies	\$ 112.94
1343	P & K Equipment	20245241; Equipment Maintenance	\$ 1,541.66
1344	Green Country Testing Inc.	20245244; Testing	\$ 635.00
1345	Masters Heating Cooling Inc.	20245239; Repairs to A/C at WWTP	\$ 138.00
1346	Oklahoma Natural Gas Company	Transportation Fees for April 2024	\$ 15,899.59
1347	Oklahoma Ordnance Works Authority	Purchased Water for May 2024	\$ 81,698.15
1348	Oklahoma Ordnance Works Authority	Purchased Wastewater Treatment for May 2024	\$ 1,653.34
1349	Pryor Stone Inc.	20245247; Rock; Stockpile	\$ 1,455.65
1350	R & L Tires LLC	20245251; Vehicle Maintenance, 17A	\$ 137.70
1351	Shredders Inc.	20245233; Onsite Shredding for May 2024	\$ 84.00
1352	The Paper	A0524105; Classified for Employment	\$ 56.00
1353	UTS-Utility Technology Services Inc.	20245252; Shipping and Handling Charge	\$ 14.55
1354	Core & Main	20245223; Water Material	\$ 6,095.14
1355	Core & Main	20245234; Water Material	\$ 16,800.00
1356	Walmart/Capital One	20245250; Warehouse Supplies	\$ 257.28
1357	Bobcat WhiteStar Machinery	20245245; Equipment Replacement, Bobcat Track Hoe	\$ 300.00
1358	Mutual Of Omaha	Group AD&D Coverage for June 2024	\$ 895.40
1359	Fiber Interactive Technologies	Voice, Fax, Internet, and 911 Service for May 2024	\$ 859.58
1360	Dearborn Life Insurance Company	Group LTD Coverage for June 2024	\$ 1,477.40
1361	RCI Insurance Group	Workers Compensation Fees for April 2024	\$ 4,223.00
1362	Municipal Utility Board	Utilities for May 2024	\$ 20,687.85
1363	Municipal Utility Board	Petty Cash	\$ 422.29
1364	OMAG	20245238; General Liability Insurance; Addition and Deletion	\$ 993.00
1365	VSP Insurance Co. (CT)	Payroll Deduction for June 2024	\$ 784.96
1366	Bank of Commerce	A0524106; PCAx Payment #20	\$ 11,518.08
TOTAL			<u>\$ 453,378.80</u>

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

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	45	84,916.37
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	45	84,916.37

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM May 9, 24 TO May 22, 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: [Signature]  
 GENERAL MANAGER

APPROVED: [Signature]  
 CHAIRMAN

PO# A0524-101

Claim # 1320