



June 3, 2024

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, June 3, 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. Art Sixkiller, Mr. Mark Roberts, and Ms. Lorri Mitchell. Dr. Ken Rains was absent.

Guests attending were Mrs. Jennifer Adams and Mr. Terry Aylward.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to approve the minutes of the Regular Meeting held May 20, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, and Harris Nay – none

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

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #1320 - #1366 totaling \$453,378.80 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, and Harris Nay – none

The Board recognized Mr. Jared Crisp who reported on the operations at the Wastewater Treatment Plant where the FEB (Flow Equalization Basin) is still at eight (8±) feet.

Mr. Jared Crisp discussed and recommended the change/relocation of the banking financial institution used by the Municipal Utility Board for an Escrow account owned and held by the Municipal Utility Board which is used to process refunds for the Certificate of Deposit for Meters.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to change/relocate the Municipal Utility Board Escrow Account to Bank of Commerce by July 1, 2024. The account will require a single signature authorization from one of the following: Mr. Jared Crisp (General Manager), Mrs. Josi Morrison (Finance Director), Mrs. Emily Hugley (Utility Clerk), or Mrs. Lori Ballew (City Treasurer). The Municipal Utility Board Escrow Account currently located at RCB Bank will be closed by December 31, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board cancel the Regular Meeting scheduled on Monday, July 1, 2024.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to cancel the Regular Meeting scheduled on Monday, July 1, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Sixkiller, and Harris Nay – none

Mr. Jared Crisp discussed and recommended Ms. Lorri Mitchel be re-appointed to a new Five-Year Term ending June 30, 2029.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to re-appoint Ms. Lorri Mitchell to a new Five-Year Term ending June 30, 2029. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, and Harris. Ms. Mitchell abstained which counts as no vote.

Mr. Jared Crisp discussed a visual presentation of the Budget for Fiscal Year ending June 30, 2025 which included a \$775,200.00 allocation to the City of Pryor Creek and a three (3%) percent cost of living adjustment effective on payroll beginning July 4, 2024.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the Budget for Fiscal Year ending June 30, 2025 which included a \$775,200.00 allocation to the City of Pryor Creek and a three (3%) percent cost of living adjustment effective on payroll beginning July 4, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp reported he sent Mr. Travis Willis and all of the Electric Department (total of 11 employees) except for one employee on May 28, 2024 to provide Mutual Aid to Claremore, Oklahoma who had extensive damage from an EF3 rated tornado on May 26, 2024.

Mr. Crisp received a report from the Grand River Dam Authority (GRDA) that as of Friday, May 31, 2024 a total of 109-129 personnel were providing mutual aid to restore power to Claremore's customers and Mr. Crisp agreed to allow our electric department staff to continue providing mutual aid to Claremore through Friday, June 7, 2024.

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

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

There was no Unfinished Business or New Business to discuss.

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

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to adjourn at 6:48 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, and Harris Nay – none


Chairman


Secretary

June 17, 2024

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

| CL# | NAME | PO#/DESCRIPTION | AMOUNT |
|-------|---------------------------------------|---|------------------------|
| 1367 | Payroll | A0624107; Payroll Ending June 5, 2024 | \$ 131,599.47 |
| 1368 | BOC-Pryor | FICA \$21,495.52; Medic \$5,027.26; Federal \$7,943.24 | \$ 34,466.02 |
| 1369 | Oklahoma Tax Commission | A0624107; Payroll Ending June 5, 2024 | \$ 6,728.00 |
| 1370 | Oklahoma Centralized Support Registry | A0624107; Payroll Ending June 5, 2024 | \$ 1,101.71 |
| 1371 | Kansas Payment Center/SG10DM000494 | A0624107; Payroll Ending June 5, 2024 | \$ 83.54 |
| 1372 | CNCSPC-Cherokee Nation Support | A0624107; Payroll Ending June 5, 2024 | \$ 353.67 |
| 1373 | Adcomp Systems, Inc. | A0624116; Document Exchange | \$ 32.13 |
| 1374 | AFLAC Remittance Processing Services | Payroll Deduction for June 2024 | \$ 2,443.71 |
| 1375 | AgriLand FS, Inc. Oklahoma | 20246273; Fuel | \$ 5,072.56 |
| 1376 | Amazon Capital Services | 20245248; Safety Glasses | \$ 41.50 |
| 1377 | Accurate Environmental, LLC | A0624108; Water Samples | \$ 300.00 |
| 1378 | AT&T Mobility | Cellular Service for May 2024 | \$ 1,544.46 |
| 1379 | BlueMark Energy, LLC | Purchased Gas for May 2024 | \$ 9,706.70 |
| 1380 | CINTAS Corporation #063 | 20246257; Uniform Rental for May 2024 | \$ 1,228.67 |
| 1381 | Grand River Dam Authority | Purchased Electric for May 2024 | \$ 505,800.80 |
| 1382 | P & K Equipment | 20246272; Equipment Maintenance | \$ 129.98 |
| 1383 | Green Country Testing, Inc. | 20246270; WWTP Testing | \$ 735.00 |
| 1384 | J Harlen Co., Inc. | 20246259; Small Tools | \$ 1,313.05 |
| 1385 | Airgas USA, LLC | 20246265; Cylinder Rental | \$ 85.51 |
| 1386 | Locke Supply Co. | 20246260; Material and Supplies and Warehouse Maintenance | \$ 805.94 |
| 1387 | Masters Heating Cooling, Inc. | 20246261; Ice Machine Maintenance | \$ 964.00 |
| 1388 | Novus Glass | 20245243; Vehicle Maintenance | \$ 263.20 |
| 1389 | OKAC, LLC | 20246255; C&D Water Training; Samples, Conseen, and Wilkerson | \$ 1,500.00 |
| 1390 | O'Reilly Automotive, Inc. | 20246262; Vehicle Maintenance and Tree Trimming | \$ 555.66 |
| 1391 | PACC | A0624113; Chamber Luncheon; G. Harris and J. Crisp | \$ 40.00 |
| 1392 | Pryor Stone Inc. | 20246271; Rock | \$ 251.72 |
| 1393 | Pryor Waste and Recycling, LLC | Solid Waste Disposal Fee for May 2024 | \$ 122,035.34 |
| 1394 | Pryor Lumber Co., Inc. | 20246258; Warehouse Maintenance | \$ 4,760.52 |
| 1395 | D & H United Fueling Solutions | 20246256; WWTP Above Ground Fuel Filter and Housing | \$ 759.64 |
| 1396 | R & L Tires, LLC | 20246269; Equipment Maintenance | \$ 159.19 |
| 1397 | Retrofit Automation | 20246266; Equipment Maintenance | \$ 360.00 |
| 1398 | TLS Group, Inc. | 20246274; Annual Traffic Light Inspections | \$ 3,105.14 |
| 1399 | Springdale Tractor Co. | 20246268; Spark plugs and air filters; Trk #16 | \$ 44.34 |
| 1400 | Tulsa Emergency Medical Center, Inc. | A0624110; Pre-Employment Exam; H. Patton | \$ 265.00 |
| 1401 | Tractor Supply Credit Plan | 20246263; Material and Supplies and Vehicle Maintenance | \$ 268.62 |
| 1402 | UTS-Utility Technology Services | 202312593; 6" OMNI AMI Water Meter | \$ 6,775.00 |
| 1403 | VISA Business | 20246277; Meals for DEQ Water Class; M. Lincoln and C. Crofford | \$ 306.24 |
| 1404 | Ben Sherrer Law Office, P.C. | A0624114; Attorney Fees for May 2024 | \$ 658.44 |
| 1405 | City of Pryor Creek | Occupational Fee for Solid Waste Collection; May 2024 | \$ 3,737.37 |
| 1406 | City of Pryor Creek | A0823179; C. Black Cleaning Services for June 2024 | \$ 1,454.96 |
| 1407 | City of Pryor Creek | A0624117; Asphalt and Concrete Repair | \$ 7,209.27 |
| 1408 | City of Pryor Creek | A0823178; Allocation to City; Payment #11 and #12 | \$ 129,200.00 |
| 1409 | Municipal Utility Board | Solid Waste Billing Fees for May 2024 | \$ 7,474.74 |
| 1410 | U. S. Postal Service | A0624112; Forever Stamps | \$ 2,040.00 |
| 1411 | TPSI | A0524103; Print/Mailing Bills for May 2024 | \$ 4,143.16 |
| 1412 | Share the Comfort | STC Donations Received in May 2024 | \$ 213.87 |
| 1413 | Visa Control Account | A0624111; Chair for H. Patton; Office Machines | \$ 1,929.32 |
| 1414 | Department of Environmental Quality | A0624109; Annual DEQ Certification Fees for 2024 | \$ 2,438.00 |
| 1415 | Caleb P. Crofford | 20246276; Turnpike Fees and Mileage to Water A Class | \$ 431.92 |
| 1416 | Meltons A/C & Appliance Service | A0624119; Service Call, 6 S. Taylor | \$ 85.00 |
| TOTAL | | | <u>\$ 1,007,002.08</u> |

*** REGISTER TOTALS ***

| | | |
|--------------------------------|----|------------|
| REGULAR CHECKS: | | |
| DIRECT DEPOSIT REGULAR CHECKS: | 54 | 131,599.47 |
| MANUAL CHECKS: | | |
| PRINTED MANUAL CHECKS: | | |
| DIRECT DEPOSIT MANUAL CHECKS: | | |
| VOIDED CHECKS: | | |
| NON CHECKS: | | |
| ----- | | |
| TOTAL CHECKS: | 54 | 131,599.47 |

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 5/23/24 TO 6/5/24

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: David Crisp by [Signature]
GENERAL MANAGER

APPROVED: Carey Morris by [Signature]
CHAIRMAN

PO# : A0624-107

Claim# : 1367