



January 6, 2025

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, January 6, 2025, 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, Ms. Lorri Mitchell, and Mr. Mark Roberts.

Attending guests were the Honorable Mayor Zac Doyle, Mrs. Jennifer Adams, Mrs. Josi Morrison, and Mr. Terry Aylward.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to approve the minutes of the Regular Meeting held December 16, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Rains, and Harris Ms. Mitchell abstained which counted as no vote.

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

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve Claims #0676 - #0724 totaling \$778,689.46 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts, and Harris Nay – none

The Board recognized the Honorable Mayor Zac Doyle who reported a City Councilmember wanted the Municipal Utility Board to consider offering discounted utility rates for the City of Pryor Creek General Fund utility accounts.

Mayor Doyle also reported the incumbent City Clerk for the City of Pryor Creek, Mrs. Hannah Morris, was hired as the Assistant City Clerk and began her re-employment on January 6, 2025.

The Board inquired about the future of the Sertoma Senior Citizen Building to which Mayor Doyle reported he had a meeting scheduled with Sertoma Club Members to discuss future options and hoped to have something to report at the next meeting.

The Board recognized Mr. Jared Crisp for an Engineer's report and he reported if the weather permits the contractor, Reed Environmental, LLC, will be mobilizing equipment next week to the job site for the 9th Street Lift Station Improvements and Sludge Removal Project.

Mr. Jared Crisp also reported the transfer switch for the generator at the Wastewater Treatment Plant is still on backorder from the September 2024 estimated delivery date. The sub-contractor, 2 J's Electric, has completed the prep work and is at a standstill until the transfer switch arrives.

Mr. Jared Crisp updated the Board on the Lift Station Projects.

Mr. Jared Crisp discussed the Oklahoma Corporation Commission's past and upcoming audit of the Gas Department and recommended the Board approve Resolution 2025-01 which is adopting the updated Pryor Municipal Utility Board's Anti-Drug and Alcohol Misuse Prevention Policy.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Resolution 2025-01 adopting the updated Pryor Municipal Utility Board's Anti-Drug and Alcohol Misuse Prevention Policy. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Jared Crisp reported the Municipal Utility Board Safety Coordinator had scheduled an on-site mobile hearing test service at the warehouse on Wednesday, February 5, 2025 between 1:00-5:00 p.m. and extended an invitation to the Board Members and their spouses to participate in the testing.

Mr. Jared Crisp reported he was still reviewing the Oklahoma Ordnance Works Authority 2024 Water Treatment and Waste Treatment Financial Planning and Rate Study to show an updated five-year projection of rates beginning January 1, 2025. It appeared there would be a 2.50% increase every six-months for water rate (an annual 5% increase) and a 3.50% increase every six-months for waste rates (an annual 7% increase) until 2029. Mr. Crisp will prepare rate recommendations to the Board on Tuesday, January 21, 2025 for recommendations to the Pryor Creek City Council on February 4, 2025.

The Board recognized Mr. Travis Willis who reported he received supplies for MUB staff to use to repair the insulation on the new generator which was damaged by a raccoon at the Wastewater Treatment Plant. The supplies cost ±\$94.00 and the Caterpillar Salesman reported a warranty claim would cost ±\$10,000.00.

Mr. Jared Crisp reported the Purple Wave bids to date had already exceeded his expectations on the following surplus items and the auction would close on February 4, 2025.

1. 2016 Chevrolet Silverado 2500 4x4 Crew Cab with Service Body Serial No. 1GC2KUEG0GZ239991 (Truck #4).
Currently \$6,500.00
2. 2014 Dodge Ram 2500 4x4 Crew Cab with Service Body Serial No. 3C6TR5HT8EG286298 (Truck #9).
Currently \$2,050.00
3. 2017 Dodge Ram 2500 4x4 Crew Cab with Service Body Serial No. 3C6TR5HT5HG636328 (Truck #12).
Currently \$5,000.00

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

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

Mr. Jared Crisp discussed and recommended the Board allow three (3) employees to attend the Oklahoma Municipal Assurance Group (OMAG) Severe Weather Expo in Shawnee, Oklahoma on February 25-26, 2025.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to allow Mr. Jared Crisp, Mr. Travis Willis, and Mr. Ryan Stout to attend the Oklahoma Municipal Assurance Group (OMAG) Severe Weather Expo in Shawnee, Oklahoma on February 25-26, 2025 at a cost not to exceed \$600.00. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, Rains, and Harris
Nay – none

There was no Unfinished Business discussed.

Mr. Jared Crisp recognized the MUB Finance Director, Mrs. Josi Morrison, who will begin assisting with the recording of Municipal Utility Board Minutes in preparation for Mrs. Teri Hill's retirement.

The Board recognized Mr. Ben Sherrer who reported a Status Conference is scheduled for January 14, 2025 on the Declaratory Judgement Case Number CV-2024-26 "Municipal Utility Board and City of Pryor Creek, Oklahoma Petitioners, vs. Tyler Brown, et al".

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 6:23 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, Sixkiller, 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
0725	Payroll	A0125012; Payroll Ending January 15, 2025	\$ 85,896.50
0726	BOC-Pryor	FICA \$15,136.02; Medic \$3,539.88; Federal \$9,688.21	\$ 28,364.11
0727	Oklahoma Tax Commission	A0125012; Payroll Ending January 15, 2025	\$ 4,447.00
0728	Oklahoma Centralized Support Registry	A0125012; Payroll Ending January 15, 2025	\$ 842.55
0729	Kansas Payment Center	A0125012; Payroll Ending January 15, 2025	\$ 83.54
0730	CNCSPC-Cherokee Nation Support	A0125012; Payroll Ending January 15, 2025	\$ 395.91
0731	Adcomp Systems, Inc.	A0125008; Quarterly DICE Document Exchange	\$ 28.56
0732	AFLAC Remittance Processing Services	Payroll Deduction for January 2025	\$ 2,481.28
0733	Agriland FS, Inc.	2025116; Fuel	\$ 2,565.46
0734	Amazon Capital Services	202412591; Material and Supplies	\$ 257.38
0735	Amazon Capital Services	2025110; Clothing; T. Callison & Boots; J. Mendivil	\$ 542.42
0736	Accurate Environmental, LLC	A0125007; Water Samples	\$ 350.00
0737	AT&T Mobility	Cellular Service for December 2024	\$ 1,470.24
0738	Brenntag Southwest, Inc.	202412590; Material and Supplies	\$ 2,266.00
0739	CINTAS Corporation #063	202515; Uniform Rental for December 2024	\$ 1,047.70
0740	CINTAS	202516; First Aid Supplies	\$ 509.78
0741	EGW Utilities, Inc.	202410483; Bid # Q957; Material and Supplies	\$ 339.00
0742	EGW Utilities, Inc.	202410495; Equipment Replacement	\$ 5,000.68
0743	Endex Inc. of Tulsa	A0125006; Annual Security System Monitoring	\$ 480.00
0744	Grand River Dam Authority	Purchased Electric; December 2024	\$ 407,369.02
0745	Green Country Testing, Inc.	2025123; WWTP Testing	\$ 365.00
0746	GCMHP	A0125004; Sewer Rebate; CY 2024	\$ 1,013.40
0747	J Harlen Co., Inc.	202411551; Tree Crew	\$ 735.70
0748	Hach Company	202412584; Material and Supplies	\$ 356.15
0749	Airgas USA, LLC	2025115; Monthly Cylinder Rental	\$ 87.99
0750	Locke Supply Co.	2025114; Material and Supplies; Small Tools	\$ 157.39
0751	Masters Heating Cooling, Inc.	202517; Equipment Maintenance	\$ 159.00
0752	Oklahoma One Call System, Inc.	2025111; Annual OKIE 811 Services	\$ 2,266.77
0753	O'Reilly Automotive, Inc.	2025119; Small Tools; Vehicle Maintenance	\$ 409.36
0754	Oklahoma Parts Supply LLC	2025120; Vehicle Maintenance	\$ 84.85
0755	Pryor Waste and Recycling, LLC	Solid Waste Disposal Fee for December 2024	\$ 119,443.58
0756	Pro X Pest Control, LLC	A0125011; Quarterly Pest Control; Office and Warehouse	\$ 100.00
0757	Pryor Lumber Company, Inc.	202519; Material and Supplies	\$ 327.62
0758	R&L Tires, LLC	2025122; Equipment Maintenance	\$ 124.70
0759	Retrofit Automation	202513; Equipment Maintenance	\$ 1,081.83
0760	Mayes County RWD #4	Water Service for WWTP; December 2024	\$ 39.60
0761	Sadler Paper Company	A0125009; Cleaning Supplies	\$ 58.32
0762	Shredders, Inc.	202514; On-Site Shredding; December 2024	\$ 84.00
0763	TLS Group, Inc.	2025113; Annual Maintenance Agreement for CY 2025	\$ 4,482.00
0764	Tractor Supply Credit Plan	202518; Sprayer for Tree Crew	\$ 39.99
0765	Core & Main LP	202412573; Bid #: Q959; Material and Supplies	\$ 11,434.30
0766	Core & Main LP	202412589; Material and Supplies	\$ 212.64
0767	Wal-Mart/Capital One	202511; Office Supplies & Warehouse Supplies	\$ 565.24
0768	Visa Business	2025121; Shipping for Hoppy Repair; Coat; B. Kerns; Bibs; T. Callison	\$ 910.74
0769	Beggs Pharmacy	2025112; (14) Poison Ivy Series	\$ 490.00
0770	City Of Pryor Creek	A0724135; Cleaning Payroll Ending January 3, 2025	\$ 1,454.96
0771	City Of Pryor Creek	A0824164; Allocation to City; Payment #6	\$ 64,600.00
0772	City Of Pryor Creek	Occupational Fee; December 2024	\$ 3,734.28
0773	Kolker & Kolker, Inc.	A0125003; Year End Audit Prep for FY 23-24	\$ 2,335.00
0774	Municipal Utility Board	Solid Waste Billing Fees for December 2024	\$ 7,468.56
0775	TPSI	A0125002; Mailing Bills/Late Notices; December 2024	\$ 4,338.88
0776	Share The Comfort	STC Donations; December 2024	\$ 276.10
0777	Hood & Associates CP's, PC	A0524093; CCP; Audit Services for FY Ending June 30, 2024	\$ 5,000.00
0778	Visa Control Account	A0125005; Dot Compliance Management; APPA Joint Action Conf.; J. Crisp	\$ 1,662.74
0779	DEQ/Stormwater Unit of ECLS	A0125001; WWTP Application Permit	\$ 447.71
0780	Department of Environmental Quality	202410492; C-Sewer Exam; T. McKinney	\$ 62.00
0781	Definiti	A0125010; TPA Fees; 4th Qtr. CY 2024	\$ 772.74
0782	Oklahoma Natural Gas	Transportation Fees for December 2024	\$ 34,067.58
		TOTAL	\$ 815,987.85

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	47	85,896.50
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	47	85,896.50

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 12-25 TO 1-15-25

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: James Ceip by Joe Morrison
GENERAL MANAGER

APPROVED: Green Usher by Joe Morrison
CHAIRMAN

PO: A0125-012

Claim #: 0725