



January 21, 2025

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Tuesday, January 21, 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, Ms. Lorri Mitchell, Dr. Art Sixkiller and Mr. Mark Roberts.

Guests attending were Ms. Violet Kirkendall, Mr. Collin Seco, Mr. Dustin Phelan and Mrs. Josi Morrison.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to approve the minutes of the Regular Meeting held January 6, 2025. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

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 #0725 - #0782 totaling \$815,987.85 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

Honorable Mayor Doyle was absent.

The Board recognized Ms. Violet F. Kirkendall and Mr. Collin Seco of Hood & Associates CPAs, PC who presented the Annual Audit for Fiscal Year ending June 30, 2024. There were no Audit Findings and the Reserve for Extension Capital Improvements was decreased by \$120,355 for a new total of \$1,413,108. The Total Net ending position for Fiscal Year ending June 30, 2024 was \$44,131,008.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to accept the Annual Audit for Fiscal Year ending June 30, 2024 as presented. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, Sixkiller, and Harris Nay – none

The Board recognized Mr. Jared Crisp, who reported that snow has slowed progress with the 9th Street Lift Station Improvements and Sludge Removal Project. Also, in the coming months, he will be inquiring about quotes for inspections on all three (3) water towers in MUB's system to ensure they are in good working condition.

Mr. Jared Crisp discussed and recommended the Board recommend to the Pryor Creek City Council an increase in water rates inside city limits from \$5.22 per 1,000 gallons to \$5.27 per 1,000 gallons, effective February 2025 billing.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to recommend to the Pryor Creek City Council an increase in water rates inside city limits from \$5.22 per 1,000 gallons to \$5.27 per 1,000 gallons, effective February 2025 billing. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Jared Crisp presented a spreadsheet showing all General Fund Utility Accounts for the City of Pryor Creek with the monthly average and the Calendar Year Totals for 2024.

Mr. Travis Willis reported that the Automatic Transfer Switch (ATS) for the generator at the Waste Water Treatment Plant is on hold until further notice due to lack of material to build. He stated that in the state of an emergency we have a resource to lease a mobile generator from Caterpillar, Inc. He reassured the Board that we have a backup feed running to the Waste Water Treatment Plant to help avoid prolonged outages.

Mr. Travis Willis gave an update on the three (3) surplus items listed on Purple Wave Auction that ends February 4, 2025.

Mrs. Teri Hill was absent. Mr. Crisp reported no changes or additional comments to the written annual Identity Theft Prevention Program Red Flag Alert Policies and Procedures Report prepared by Mrs. Josi Morrison and Mrs. Jennifer Adams. Mrs. Jennifer Adams informed the Board of the rebranding of the Employee Assistance Program (EAP) to Lucet and the benefits of its program for all employees and members of their household.

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

There was no Unfinished Business or New Business to discuss.

The Board recognized Mr. Ben Sherrer had no report.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to adjourn at 6:47 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, Sixkiller, and Harris Nay – none


Chairman


Secretary

February 3, 2025

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
0783	Payroll	A0125019; Payroll Ending January 29, 2025	\$ 91,505.02
0784	Bank of Commerce	FICA \$15,918.06; Medic \$3,722.76; Federal \$10,562.65	\$ 30,203.47
0785	Oklahoma Tax Commission	A0125019; Payroll Ending January 29, 2025	\$ 4,750.00
0786	Oklahoma Centralized Support Registry	A0125019; Payroll Ending January 29, 2025	\$ 842.55
0787	Kansas Payment Center/SG10DM000494	A0125019; Payroll Ending January 29, 2025	\$ 83.54
0788	CNCSPC-Cherokee Nation Support	A0125019; Payroll Ending January 29, 2025	\$ 395.91
0789	Principal Financial Group	MMP Retirement Contributions for January 2025	\$ 43,427.88
0790	Principal Financial Group	457 Retirement Savings for January 2025	\$ 25,196.15
0791	Principal Financial Group	457 Loan Repayment for January 2025	\$ 6,919.83
0792	BlueCross BlueShield of Oklahoma	Group Medical Coverage; February 2025	\$ 51,175.92
0793	CBI Wholesale Electric, LLC	2025130; Material & Supplies	\$ 1,768.00
0794	Delta Dental	Group Dental Coverage for February 2025	\$ 4,006.16
0795	Grand Truck Equipment Co, LLC	2025128; Vehicle Maintenance	\$ 491.40
0796	Green Country Testing, Inc.	2025131; WWTP Testing	\$ 653.00
0797	Koons Gas Measurement	202512; Material & Supplies	\$ 837.20
0798	Local Government Testing Consortium, LLC.	A0125017; Annual Service Fee; Random Program Management	\$ 3,055.00
0799	Infrastructure Solutions Group, LLC	A1220296; CCP; Water System Improvements	\$ 1,925.00
0800	R&L Tires, LLC	2025132; Vehicle Maintenance; Equipment Maintenance	\$ 600.38
0801	Sundance Office	2025126; Office Supplies & Warehouse Supplies	\$ 154.70
0802	United Rentals (North America), Inc.	2025125; Forklift Rental	\$ 925.78
0803	Utility Technology Services	202411541; Meter Boxes & Lids for AMI Meters	\$ 2,560.00
0804	Core & Main	20244196; CCP; Bid # 953 Paid In Full	\$ 3,782.60
0805	Core & Main	202410482; Bid # Q957; Material & Supplies	\$ 3,975.00
0806	Core & Main	2025124; Material & Supplies; Small Tools	\$ 1,573.84
0807	Core & Main	2025127; Marking Paint	\$ 162.00
0808	Walmart/Capital One	2025129; Material & Supplies; Computer Maintenance	\$ 272.08
0809	Absolute Technologies	A0125014; Equipment Replacement	\$ 860.99
0810	Mutual Of Omaha	Group AD&D Coverage for February 2025	\$ 1,091.81
0811	Fiber Interactive Technologies	Voice, Fax, Internet and 911 Service; January 2025	\$ 859.58
0812	Bank of Commerce	PCAX Payment #28	\$ 11,518.08
0813	EDTA	A0125013; Annual Subscription For Placer AI	\$ 6,600.00
0814	Kolker & Kolker, Inc.	A0125016; CY 2024 Filing Fees for 1099/1096 Forms	\$ 55.00
0815	Dearborn Life Insurance Company	Group LTD Coverage for February 2025	\$ 1,632.70
0816	Municipal Utility Board	Petty Cash	\$ 423.05
0817	Hood & Associates CPS's, PC	A0524093; CCP; Final Payment; FY Audit Ending June 30, 2024	\$ 1,750.00
0818	Vision Service Plan	Payroll Deduction for February 2025	\$ 865.25
0819	Oklahoma State Sales Tax Commission	January 2025 Actual & February Estimated Sales Tax Payment	\$ 87,450.70
0820	Municipal Utility Board	Utility Services; January 2025	\$ 22,111.46
0821	Oklahoma Municipal Natural Gas Coalition	Purchased Gas; January 2025	\$ 420,430.82
0822	Oklahoma Ordnance Works Authority	Purchased Water; January 2025	\$ 78,934.44
0823	Oklahoma Ordnance Works Authority	Purchased Water for WWTP; January 2025	\$ 1,172.88
		TOTAL	<u>\$ 916,999.17</u>

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	47	91,505.02
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	47	91,505.02

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 1-16-25 TO 1-29-25

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: Jared Crisp GENERAL MANAGER
APPROVED: Garry Harris CHAIRMAN

Claim #: 0783

PO# : A0125-019