



July 7, 2025

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, July 7, 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.

Guests attending were Mrs. Jennifer Adams, Ms. Bridget Nichols, Ms. Emory Willis, Mr. Emmett Willis, and Mr. Terry Aylward.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held June 30, 2025. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris. Dr. Sixkiller abstained which was 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 #0001 - #0028 totaling \$1,108,083.83 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris. Nay – none.

The Board recognized Mr. Jared Crisp for an Engineer's Report which included a discussion on the operations at the Wastewater Treatment Plant and the emergency purchase to replace another pump at the 9<sup>th</sup> Street Lift Station with a 50hp Variable Frequency Drive (VFD) Pump and with a nine to eleven week lead at \$54,700.00 from S & D Electric Motors in Pryor, Oklahoma. There are three pumps at the 9<sup>th</sup> Street Lift Station. A pump went down in 2024 and it was replaced with a 50hp VFD Pump from S & D Electric Motors at a cost of \$51,465.00 and is working great.

In celebration of the July 4, 2025 Independence Day Federal Holiday, the warehouse staffing was limited so the AMI Meter Installation report remained the same as during the Regular Fiscal Year ending June 30, 2025 meeting (*665 installed water meters, 311 installed gas meters, and 142 installed electric meters*).

Mr. Jared Crisp discussed and recommended the Annual Renewal of the Interlocal Agreement between Mayes County and Municipal Utility Board of the City of Pryor Creek for Pictometry Products that began January 27, 2020.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to approve the Annual Renewal of the Interlocal Agreement between Mayes County and Municipal Utility Board of the City of



Pryor Creek for Pictometry Products at the annual cost of \$5,000.00. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Rains, Mitchell, and Harris Nay – none

Mr. Jared Crisp presented three potable water tower inspection name plates and reported the recommended inspection schedule should be every five (5) years which he plans to Budget accordingly in the future. The 9<sup>th</sup> Street Water Tower was erected in 1974 and was last inspected in June 2012. The North Elliott Water Tower was erected in 1954 and the last external inspection was done in 2011 and the last internal inspection was in June 2012. The North Taylor Street Water Tower was erected and last inspected in 2010.

Mr. Jared Crisp reported Infrastructure Solutions Group, LLC solicited proposals from Ten (10) companies and Five (5) elected to submit proposals. Mr. Jared Crisp agreed with the recommendation from Mr. Dale Burke, P.E. to enter into an agreement with Pittsburg Tank & Tower Group for three (3) water tower inspections at a price not to exceed \$3,180.00.

A motion was made by Dr. Rains and seconded by Mr. Roberts to enter into an agreement with Pittsburg Tank & Tower Group of Henderson, Kentucky for three (3) water tower inspections at a price not to exceed \$3,180.00. MOTION CARRIED. Votes cast as follows: Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Jared Crisp presented a Commercial Customer Consumption Ranking Report from June 10, 2024 through July 1, 2025 billing for the top twenty-five (25) natural gas customers. Leaf Forge, LLC came online November 18, 2024 and was already ranked number two (2) while only operating at 30% capacity. Their sister company, Xcaliber International LTD, is located next door and was ranked number six (6). Mr. Crisp believed Leaf Forge, LLC would have been ranked number one (1) on the Consumption Ranking Report if they had been on our natural gas system the full twelve months. Mr. Crisp also stated the proposed investment for the Natural Gas Study would quickly enable growth of our system to the north and east as well as increase the operating capacity of several commercial customers in this area. Therefore, he recommended the Board enter into an agreement with Small Arrow Engineering, LLC for Professional Services (model update, design and construction documents, construction support, etc.) for the Natural Gas Distribution System Upgrades at a price not to exceed \$44,500.00.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to enter into an agreement with Small Arrow Engineering, LLC for Professional Services (model update, design and construction documents, construction support, etc.) for the Natural Gas Distribution System Upgrades at a price not to exceed \$44,500.00. MOTION CARRIED. Votes cast as follows: Roberts, Mitchell, Sixkiller, Rains, and Harris Nay – none

The Board recognized Mr. Travis Willis who reported the installation of the New Generator at the Wastewater Treatment Plant will be toward the end of summer. 2 J's Electric Inc was already committed to complete several school projects before school started in August and the WWTP Superintendent, Mr. Chuck Bley, reported he could not take the plant offline in July and depending on the rainfall if it would be possible in August or maybe even September before the plant can be down for the generator installation.

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

A written Department Foreman's Report was presented with Mr. Jared Crisp adding comments about the new football field and two underground electric outages in the Woodhaven Housing Addition and the Southridge Housing Addition on July 3 and July 6. The electric department began the project to replace and upgrade the underground electric in this area which had been delayed because of the abnormal rainfall and excavating in customer yards.

There was no unfinished business or new business discussed.

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 6:25 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Rains, Mitchell, and Harris Nay – none

  
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Chairman

  
\_\_\_\_\_  
Secretary



July 21, 2025

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
0029	Payroll	A0725153; Payroll Ending July 16, 2025	\$ 92,085.74
0030	BOC-Pryor	FICA \$16,471.34; Medic \$3,852.20; Federal \$11,749.19	\$ 32,072.73
0031	Oklahoma Tax Commission	A0725153; Payroll Ending July 16, 2025	\$ 4,829.00
0032	Oklahoma Centralized Support Registry	A0725153; Payroll Ending July 16, 2025	\$ 842.55
0033	Kansas Payment Center/SG10DM000494	A0725153; Payroll Ending July 16, 2025	\$ 83.54
0034	CNCSPC-Cherokee Nation Support	A0725153; Payroll Ending July 16, 2025	\$ 395.91
0035	Adcomp Systems, Inc.	A0725144; Replace Kiosk Receipt Printer	\$ 584.24
0036	AFLAC Remittance Processing Services	Payroll Deduction for July 2025	\$ 2,481.28
0037	Agriland FS, Inc.	20257292; Fuel	\$ 2,387.32
0038	Amazon Capital Services	20257283; Material and Supplies; Warehouse Supplies	\$ 214.92
0039	Amazon Capital Services	A0725138; Office Supplies	\$ 112.05
0040	Accurate Environmental, LLC	A0725145; Water Samples	\$ 505.00
0041	AT&T Mobility	Cellular Service for June 2025	\$ 1,670.58
0042	C&M Supply, Inc.	20257285; Safety Glasses	\$ 176.30
0043	CINTAS Corporation #063	20256267; CCP; Paid in Full; Uniform Rental June 2025	\$ 1,204.49
0044	Green Country Testing, Inc.	20257298; WWTP Testing	\$ 1,150.00
0045	Hanna Instruments, Inc.	20257288; Material and Supplies	\$ 66.45
0046	Airgas USA, LLC	20257291; Cylinder Rental	\$ 104.85
0047	Locke Supply Co.	20256268; CCP; Paid in Full; Material and Supplies; Small Tools	\$ 245.88
0048	Local Government Testing	A0725152; Pre-Employment Drug Screen; W. Luc Kilgore	\$ 68.00
0049	Melton's A/C & Appliance Service	20257287; Equipment Maintenance	\$ 385.50
0050	Mayes County Assessor	A0725148; Annual Pictometry Agreement	\$ 5,000.00
0051	Muskogee Communications, Inc.	20256240; CCP; Portable/Mobile Radios	\$ 11,898.00
0052	Northwest Transformer Co., Inc.	20257296; Transformer Repairs	\$ 5,071.00
0053	Oklahoma Natural Gas	Transport Fee; June 2025	\$ 29,359.09
0054	Oklahoma Parts Supply, LLC	20256270; CCP; Paid in Full; Vehicle Maintenance	\$ 838.47
0055	Pryor Stone Inc.	20257290; Rock	\$ 233.36
0056	Pryor Waste and Recycling, LLC	Solid Waste Disposal Fee for June 2025	\$ 122,182.81
0057	Pryor Lumber Co., Inc.	20256271; CCP; Paid in Full; Material and Supplies	\$ 105.51
0058	R & L Tires, LLC	20257297; Vehicle Maintenance	\$ 1,264.70
0059	Retrofit Automation	20257284; Equipment Maintenance	\$ 469.34
0060	Mayes County RWD #4	Water Service for WWTP; June 2025	\$ 46.39
0061	Sadler Paper Company	A0725150; Cleaning Supplies	\$ 164.85
0062	Small Arrow Engineering, LLC	A0725146; Engineer Study; Natural Gas Distribution; Payment #1	\$ 6,900.00
0063	Sundance Office	20257281; WWTP & Warehouse Supplies	\$ 678.47
0064	Sun Loans	A0725136; Garnishment; H. Patton	\$ 454.54
0065	NextCare, Inc.	A0725151; Post Accident Drug Screen; C. Keenan	\$ 62.00
0066	Bobcat White Star	20257282; Equipment Maintenance	\$ 2,514.18
0067	Visa Business	20257294; "A" Wastewater License Training; C. Crofford	\$ 494.04
0068	City of Pryor Creek	A0725137; C. Black Cleaning Services	\$ 2,182.44
0069	City of Pryor Creek	Occupational Fee for Solid Waste Collection; June 2025	\$ 3,740.01
0070	Municipal Utility Board	Solid Waste Billing Fees for June 2025	\$ 7,480.03
0071	Oklahoma Corporation Commission	20257293; 2024 Natural Gas Pipeline Safety Annual Assessment	\$ 3,863.72
0072	Share the Comfort	STC Donations Received in June 2025	\$ 231.76
0073	Visa Control Account	A0725149; AMI Conference; Notary Bond Renewal; J. Morrison	\$ 2,580.00
0074	Definiti	A0725147; TPA Fees; 2nd Qtr. CY 2025	\$ 1,014.31
TOTAL			<u>\$ 350,495.35</u>

PAYROLL NO: 1 PRYOR CREEK - M.U.B.

PAYROLL DATE: 7/18/2025

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

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	51	92,085.74
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	51	92,085.74

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 7-3-25 TO 7-16-25**

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 Wallis  
CHAIRMAN

PO # A0725-153

Claim # 0029