



FEBRUARY 20, 2017

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Monday, February 20, 2017, with Chairman Harris presiding. The agenda was posted in the outside Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Mr. Harris, Dr. Lindsey, Ms. Mitchell, Dr. Sixkiller, and Mr. Roberts.

A motion was made by Dr. Lindsey and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held February 6, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Roberts, Sixkiller, Mitchell, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #801 - #853 totaling \$560,425.84 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, Roberts, and Harris Nay – none

The Board recognized Mr. Aaron Baker and Mr. Travis Whitenack who had no comments to share with the Board.

Mr. Jared Crisp reported Mr. Steve Powell started discussions with the US Army Corp of Engineers about a proposed utility easement needed across Corp land along Southeast 49th Street to provide a waterline and natural gas loop to the commercial properties located on South HWY 69 near Wal-Mart. Mr. Crisp also reported he and Mr. Pruet are ready for the Engineer to prepare a re-bid on the Fiber-Optic Project to the Wastewater Treatment Plant.

Mr. Jared Crisp reported the contractor (ElectriComm Inc.) is working at the Substation #3 site and is expecting the control wire and buss material to arrive this week. There should be quite a bit of activity at the site through the projected load date of March 31, 2017. The cut-in line will be coordinated with Grand River Dam Authority and will take about five (5) days.

Mr. Jared Crisp discussed the Annual Public Power Conference at the Embassy Suites Hotel and Conference Center in Norman, Oklahoma on April 23-25, 2017, and recommended the Board allow Mr. Gary Pruet, Mrs. Jan Early, Mr. Travis Willis, and himself to attend at a cost not to exceed \$1,700.

A motion was made by Dr. Lindsey and seconded by Ms. Mitchell to allow Mr. Gary Pruet, Mr. Jared Crisp, Mrs. Jan Early, and Mr. Travis Willis to attend the Annual Public Power Conference at the Embassy Suites Hotel and Conference Center in Norman, Oklahoma on April 23-25, 2017, at a cost not to exceed \$1,700. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Roberts, Sixkiller, and Harris Nay – none

Mr. Jared Crisp reported on the upcoming retirement of Electric Foreman, Mr. Craig Shelton and invited the Board Members to attend a luncheon cookout at the MUB Warehouse near noon on February 28, 2017.

Mr. Crisp reported on the Grand River Dam Authority Customer Meeting he and Mr. Pruett attended on February 15, 2017 and offered a copy of their newsletter to the Board Members. Mr. Crisp also reported Mr. Gary Pruett will join Oklahoma municipal leaders at the State Capital to meet with legislators to discuss reasons why they should not sell Grand River Dam Authority on February 21, 2017.

Mr. Jared Crisp is still reviewing job descriptions and should have a draft completed soon.

Mr. Jared Crisp reported he, Mr. Gary Pruett, and Mr. Roger Eichelberger will be attending the Oklahoma Gas Association (OGA) Board Meeting and "Lunch and Learn" Session at One Williams Center in Tulsa, Oklahoma on February 22, 2017.

Mr. Jared Crisp reported he attended the Mayes County Commissioner's meeting to meet the architect and construction management company selected for the proposed fairground construction.

The Board recognized Mrs. Teri Hill who reported she has received the Third Party Administration (TPA) Municipal Utility Board Retirement Plans Fee Agreement and Acceptance, effective April 1, 2017, and with the Chairman's signature she is ready to return it to Beasley & Company and process the one-time initial fee of \$2,500.00 for both plans.

A written Department Foreman's Report was presented. Mr. Crisp reported a type error because Water Project 16-16 is not a five mile project.

Mr. Jared Crisp discussed Mr. Cody Keenan as Acting Crew Chief and a Coded Welder in the Natural Gas Department. Mr. Crisp recommended Mr. Cody Keenan be promoted to Crew Chief Non-Merit in the Natural Gas Department effective February 23, 2017.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to promote Mr. Cody Keenan to Crew Chief Non-Merit (\$21.42 per hour to \$22.99 per hour) in the Natural Gas Department effective February 23, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Lindsey, Sixkiller, and Harris Nay – none

Mr. Jared Crisp discussed Mr. Robert Wilkerson Jr. as Acting Crew Chief in the Water Department. Mr. Crisp recommended Mr. Robert Wilkerson Jr. be promoted to Crew Chief Non-Merit in the Water Department effective February 23, 2017.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to promote Mr. Robert Wilkerson Jr. to Chief Non-Merit (\$21.42 per hour to \$22.99 per hour) in the Water Department effective February 23, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Lindsey, and Harris Nay – none

There was no unfinished or new business discussed.

The Board recognized Mr. Ben Sherrer who stated he had no public report or information to discuss in EXECUTIVE SESSION for confidential communications concerning pending litigation/action in case number CV-

2016-81 filed in the District Court of Mayes County, Oklahoma, whereby disclosure would seriously impair the ability of the Municipal Utility Board in processing the litigation/action all in accordance with Title 25 Oklahoma Statutes sections 307 (B) (4).

A motion was made by Mr. Roberts and seconded by Dr. Lindsey to adjourn at 7:22 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Lindsey, Mitchell, 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
854	Payroll	A0217057; Payroll Ending 22 February 2017	61,024.43
855	RCB Bank-Pryor	FICA-\$10,854.92; MED-\$2,538.66; FED-\$8,207.80	21,601.38
856	Oklahoma Tax Commission	SWH Payroll Ending 22 February 2017	2,796.00
857	Red Crown Credit Union	Payroll Deduction Ending 22 February 2017	2,850.00
858	Oklahoma Centralized Support Registry	Payroll Deduction Ending 22 February 2017	215.51
859	Principal Financial Group	457 Retirement Savings for February 2017	10,519.45
860	Principal Financial Group	457 Loan Repayment for February 2017	164.00
861	Principal Financial Group	Regular Retirement for February 2017	20,402.93
862	Oklahoma State Tax Commission	February 2017 Sales Tax/March 2017 Estimated Sales Tax	47,775.05
863	AFLAC Remittance Processing Services	Payroll Deduction for February 2017	1,376.26
864	Arkansas Electric Coop., Inc.	201612453; Material & Supplies, Bid #901	177.10
865	Accurate Environmental LLC	A0217043; Water Samples	162.50
866	CBI Wholesale Electric, LLC	2017271; Material & Supplies	48.00
867	CBI Wholesale Electric, LLC	2017280; Heater and Heater Tape	81.00
868	CINTAS Corporation	2017273; First Aid Supplies	167.72
869	CINTAS Corporation	A0217055; First Aid Supplies	93.14
870	C & R Oil Co., Inc.	2017284; Fuel	1,832.02
871	Office Everything of Pryor	A0217053; Office Supplies & Heavy Duty Stapler	343.32
872	Delta Dental of Oklahoma	Group Dental Coverage for March 2017	2,422.96
873	Fastenal Company	2017270; Material & Supplies and Small Tools	261.78
874	Grand River Dam Authority	Purchased Electric for February 2017	341,953.46
875	Grand River Dam Authority	A1016248; Substation #3 69kV Feeder, Payment #6	59,879.51
876	P & K Equipment	2017272; Equipment Maintenance and Supplies	114.19
877	Green Country Paper Supply, LLC	2017276; Cleaning and Paper Supplies	336.77
878	Green Country Paper Supply, LLC	2017386; Cleaning and Paper Supplies	58.90
879	Green Country Testing, Inc.	2017275; Testing	750.00
880	Heath Consultants Incorporated	2017244; CGI Test and Calibration	159.91
881	Bob Howard Dodge	201612455; Equipment Replacement, Trk #12 & Trk #17	54,679.00
882	Jaybelle Construction, LLC	A1116284; N. Airport Road Bore Final Payment	1,239.60
883	Lakeland Office Systems	A0117019; Equip. Replacement, Network Printer/Scan/Fax	5,961.00
884	Landmark Surveying, LLC	A0217060; Survey Fee for Hwy 20 East Gas Project	450.00
885	Locke Supply Co.	2017387; Material & Supplies and Small Tools	342.44
886	Marketing Alliance	A0217058; Website Repair	775.30
887	MESO / OMUSA	A0217056; Training, Substation Registrants, R. Hinton	99.00
888	Oklahoma Ordnance Works Authority	Purchased Water for February 2017	41,026.48
889	Poly Pro Inc.	2017390; Material & Supplies	220.72
890	Pryor Stone	2017281; Gravel	785.19
891	Sheraton Midwest City Hotel	A0117005; Travel Expense, G. Pruett and J. Crisp	388.00
892	Sheraton Midwest City Hotel	A0217050; Travel Expense, G. Pruett	89.00
893	Signal Service Company	2017279; Equipment Maintenance, Traffic Controller	1,900.00
894	TNG Power Equipment Inc.	2017265; Equipment Maintenance, Walker Mower	1,534.13
895	Vermeer Great Plains	2017282; Pole Saw Blades	99.80
896	HD Supply Waterworks	2017130; Material & Supplies	720.49
897	HD Supply Waterworks	2017263; Soft Copper Tubing	165.00
898	Wal-Mart Community/RFCSELLC	2017274; Warehouse Supplies	119.93
899	Absolute Technologies	A0317063; Wireless Keyboard, J. Early	34.99
900	Beasley & Company	A0217054; TPA Initial Set-Up Fee, Retirement Plans	2,500.00
901	Ben Sherrer Law Office, P.C.	A0217061; Attorney Fees for February 2017	400.00
902	Mutual of Omaha	Group AD&D Coverage for March 2017	770.51
903	City of Pryor Creek	AT&T Service for February 2017	281.88
904	City of Pryor Creek	Workman's Comp & Fees for January 2017	5,419.99
905	Dearborn National Life Insurance Co.	Group LTD Coverage for March 2017	1,168.52
906	Municipal Utility Board	Petty Cash	673.63
907	Municipal Utility Board	Utility Service for February 2017	17,632.67
908	Technical Programming Services, Inc.	A0217062; Bill & Late Message Print/Mailing, Feb 2017	3,283.44
909	Vision Service Plan of Oklahoma	Payroll Deduction for March 2017	530.70
910	Wesco Distribution Inc.	201612452; Material & Supplies, Bid #901	568.28
TOTAL			<u>721,426.98</u>

2-23-2017 10:20 AM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 2/24/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	19	25,022.72
DIRECT DEPOSIT REGULAR CHECKS:	30	36,001.71
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	49	61,024.43

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM Feb 9, 2017 TO Feb 22, 2017

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: Devi M. Hill for Larry Pruitt
 GENERAL MANAGER

APPROVED: Larry Harris by (Jmh)
 CHAIRMAN

PO # A0217-057
 Claim 0854