



MARCH 6, 2017

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Monday, March 6, 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. Sixkiller, Ms. Mitchell, Mr. Roberts, and Dr. Lindsey.

A motion was made by Dr. Lindsey and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held February 20, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Roberts, Mitchell, Sixkiller, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #854 - #910 totaling \$721,426.98 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Lindsey, and Harris Nay – none

The Board recognized Mrs. Cydney Baron who had no comments.

The Board also recognized Mr. and Mrs. Travis Willis, Mr. Ryan Hinton, Mr. Aaron Baker and Mr. Travis Whitenack who had no comments.

The Board recognized Mr. Steve Powell who reported he scheduled a meeting with the Wastewater Treatment Plant Superintendent, Mr. Mike Peters, on March 9, 2017 to complete the application for renewal of Discharge Permit which is due by April 3, 2017. Mr. Powell also reported the Wastewater Treatment Plant and Lagoons are functioning well and he continues to work on the necessary upgrades from normal wear.

Mr. Powell will secure the necessary signatures from JayBelle Construction to close the North Airport Road Bore Project and send them to Mr. Crisp and Mr. Pruet. Mr. Powell plans to contact the Muskogee Office for 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; stating this is a common request and he does not foresee any issues. Dr. Lindsey requested Mr. Powell to visit with Mr. Mike Peters regarding a follow up report on the generator issues at the Wastewater Treatment Plant.

Mr. Jared Crisp reported Grand River Dam Authority is scheduled to begin installing the cut-in line at Substation #3 next week and should be completed in five (5) to ten (10) days. Mr. Dub Hargrove, the Project Inspector, believes the project is eighty-five percent (85%) complete and should be finished by March 31, 2017.

Mr. Jared Crisp recommended the Board allow Mr. Terry Adams to attend the Oklahoma Department of Environmental Quality "C" Wastewater Lab Class at Accurate Training Center in Stillwater, Oklahoma on March 27-30, 2017 at a cost not to exceed \$650.00.

A motion was made by Dr. Lindsey and seconded by Mr. Roberts to allow Mr. Terry Adams to attend the Oklahoma Department of Environmental Quality "C" Wastewater Lab Class at Accurate Training Center in Stillwater, Oklahoma on March 27-30, 2017 at a cost not to exceed \$650.00. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Jared Crisp recommended the Board allow him and Mr. Mike Lincoln to attend the Oklahoma Department of Environmental Quality "B" Water Operator Class at Accurate Training Center in Tulsa, Oklahoma on April 10-13, 2017 at a cost not to exceed \$1,150.00.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to allow Mr. Jared Crisp and Mr. Mike Lincoln to attend the Oklahoma Department of Environmental Quality "B" Water Operator Class at Accurate Training Center in Tulsa, Oklahoma on April 10-13, 2017 at a cost not to exceed \$1,150.00. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Lindsey, Roberts, and Harris Nay – none

Mr. Jared Crisp gave a progress report on the federal mandated timed traffic control with the railroad crossings on US69 intersections at Southeast 1st Street and State Highway 20.

Mr. Crisp also reported HB 1852 was successfully defeated at this time but the Oklahoma Legislature may still pursue the request of additional funds from Grand River Dam Authority to address the shortfall in the State's Budget so staff will continue to monitor the House Appropriations and Budget Committee.

Mr. Jared Crisp reported it is time to start working on the 2018 Budget and he plans to begin gathering information on salaries, benefits, etc. for each department in an effort to maintain our experienced personnel and entice quality replacements as deemed necessary. The Board will be asked in the near future for direction of continuing the practice of a two member Budget Committee to review salaries and benefits for all departments or the possibility of splitting into two committees with two members serving on a Personnel Committee and two members serving on a Budget Committee. Mr. Harris requested this be included on the next Agenda for discussion.

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 the retirement of Mr. Craig Shelton on February 28, 2017, and recommended Mr. Travis Willis be promoted to acting Electric Department Foreman at a salary of Lead Lineman with Merit (\$29.66 per hour to \$30.94 per hour) for a minimum of 90 days, effective March 9, 2017.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to promote Mr. Travis Willis to acting Electric Department Foreman at a salary of Lead Lineman with Merit (\$29.66 per hour to \$30.94 per hour) for a minimum of 90 days, effective March 9, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Lindsey, Mitchell, and Harris Nay – none

Mr. Jared Crisp recommended Mr. John Thomas be promoted to Journeyman Lineman with Merit in the Electric Department (\$29.19 per hour to \$29.66 per hour) effective March 9, 2017.

A motion was made by Dr. Lindsey and seconded Ms. Mitchell to promote Mr. John Thomas to Journeyman Lineman with Merit in the Electric Department (\$29.19 per hour to \$29.66 per hour) effective March 9, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Roberts, Sixkiller, and Harris Nay – none

Mr. Jared Crisp requested the Board consider the re-employment of a former employee, Mr. Brent Childers, in the electric department as a Journeyman Lineman Non-Merit (\$29.19 per hour) contingent upon passing the pre-employment exam and drug screening. Mr. Childers worked 25 years for the Municipal Utility Board and resigned because of health issues that caused poor attendance. Mr. Crisp reported Mr. Childers health has improved and was assured it would not be an issue if he was re-hired. Mr. Crisp also reported that Mr. Childers would start with the same requirements as a new hire, including a twelve (12) month probation period and that he would likely transfer to Electric Serviceman when Mr. John Thomas retires.

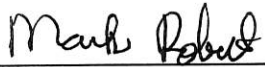
Dr. Sixkiller requested comments from Mr. Travis Willis, acting Electric Department Foreman, who stated “Mr. Childers’s knowledge of the electric system would be a valuable asset to him and the electric department.” Mr. Willis has stayed in contact with Mr. Childers on a regular basis since his resignation and he believes Mr. Childers health will not interfere with his attendance. He also assured the Board that the probationary period should reveal any issues or concerns and he agreed with Mr. Jared Crisp’s recommendation to re-hire Mr. Brent Childers’s contingent upon passing the pre-employment exam and drug screening.

A motion was made by Mr. Roberts and seconded by Dr. Lindsey to approve the re-employment of Mr. Brent Childers to a probationary Journeyman Lineman Non-Merit (\$29.19 per hour) contingent upon passing the pre-employment exam and drug screening. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Lindsey, Sixkiller, Mitchell, and Harris Nay – none

There was no unfinished or new business discussed.

The Board recognized Mr. Ben Sherrer who stated he had no 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 Ms. Mitchell to adjourn at 7:37 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Lindsey, 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
911	Payroll	A0317064; Payroll Ending 8 March 2017	61,565.36
912	RCB-Pryor	FICA-\$10,971.16 Med-\$2,565.80 Federal \$8,442.32	21,979.28
913	Oklahoma Tax Commission	SWH; Payroll ending 8 March 2017	2,788.00
914	Red Crown Credit Union	Payroll Deduction Ending 8 March 2017	2,850.00
915	Oklahoma Centralized Support Registry	Payroll Deduction Ending 8 March 2017	215.51
916	Accurate Environmental LLC	A0317069; Water Samples	112.50
917	Alliance Health-Pryor	A0317074; UA Collection	35.70
918	AutoZone Inc.	2017397; Equipment and Vehicle Maintenance	98.82
919	B & B Meter Service	20173102; Material & Supplies	1,250.00
920	C & R Oil Co., Inc.	20173114; Fuel	1,501.01
921	Bank of America Lockbox Services-CNEG	Purchased Gas for February 2017	107,996.65
922	CBI Wholesale Electric, LLC	2017398; Breakers	1,466.40
923	Chouteau Lime Co., Inc.	2017391; Material Supplies and Small Tools	250.10
924	CINTAS Corporation 063	20173103; Uniform Rental for February 2017	1,552.44
925	Clark's Upholstery	2017392; Seat Repair, Trk #11	150.00
926	Office Everything of Pryor	A0317071; Office Chairs, Shipping Fee, and Supplies	454.19
927	Enviro-Tec America	2017389; SIR Reports for January 2017	75.00
928	Flowers by Teddie Rae	A0317073; Planter for Rick Oxford	70.00
929	Premier Signs & Design	20173100; Lettering for Trk #12 & Trk #17	199.50
930	Green Country Testing, Inc.	20173108; Testing	680.00
931	Hercules Industries, Inc.	2017245; Locks & Keys	552.04
932	J & R Equipment LLC	2017277; Hose Winder & Counter Kit, Trk #19	727.34
933	Airgas USA, LLC	20173104; Monthly Cylinder Rental & Pipe Wrap	73.01
934	Mid America Outfitters	201719; FR Clothing for Huddleston and Cox	339.98
935	Mike's Tire & Car Care	20173106; Tires for Trk #2	473.86
936	Pikepass Government Account Services	A0317067; Turnpike Fees for January & February 2017	63.06
937	Oklahoma Natural Gas Company	Transportation Fee for February 2017	6,043.52
938	Pryor Automotive Supply	2017395; Small Tools and Supplies	483.20
939	Pryor Stone	20173115; Gravel	203.68
940	Pryor Waste Recycling, LLC	Garbage Billing For February 2017	86,567.41
941	Pryor Lumber Co., Inc.	2017396; Material & Supplies	298.87
942	Mayes County RWD 4	WWTP Water Service for February 2017	17.00
943	Sadler Paper Company	A0317068; Paper Supplies	89.14
944	Sherwin-Williams	2017394; Paint and Brushes	94.21
945	Tractor Supply Credit Plan	20173101; Small Tools and Supplies	348.15
946	U S Cellular	Cellular Service for March 2017	627.02
947	Warren CAT	20173110; Equipment Maintenance, CAT Backhoe	68.00
948	HD Supply Waterworks	2017269; Material & Supplies	200.00
949	HD Supply Waterworks	2017283; Material & Supplies	214.80
950	Fred H. Sordahl, Inc., PC	A0317066; Attorney Fee for February 2017	375.00
951	City of Pryor Creek	Occupational Fee for February 2017 Garbage Billing	2,818.98
952	City of Pryor Creek	Pro-Rated Allocation to City; Payment #8	62,500.00
953	Metlife	Payroll Deduction for March 2017	46.58
954	Municipal Utility Board	Garbage Billing Fee for February 2017	5,637.95
955	Municipal Utility Board	Petty Cash	219.66
956	Pryor Printing Inc.	A0317070; Daily Utility Deposit Refund Record Book	124.17
957	WA-RO-MA d/b/a/ C.A.R.D.	Share the Comfort, February 2017	144.83
958	VISA Control Account Card Services	A0317065; Inventory Software and Misc. Expenses	642.87
TOTAL			375,284.79

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PAYROLL CHECK REGISTER

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

PAYROLL DATE: 3/10/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	20	24,519.42
DIRECT DEPOSIT REGULAR CHECKS:	34	37,045.94
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	54	61,565.36

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 3-2-2017 TO 3-9-2017

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: Hannah Moore for Garry Pruitt
GENERAL MANAGER

APPROVED: Garry Harris by HM
CHAIRMAN

CLAIM # 0911

PO # A0317-064