



MARCH 20, 2017

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

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

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #911 - #958 totaling \$375,284.79 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, and Roberts Nay – none

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

The Board recognized Mr. Steve Powell who reported he did not discuss the generator issue when he met with the Wastewater Treatment Plant Superintendent, Mr. Mike Peters, because of the vast testing required to meet the Oklahoma Department of Environmental Quality application deadline for the renewal of the Discharge Permit by April 3, 2017. Mr. Powell expects the discharge permit to remain at the current level and reminded the Board this is a slow process and it may take up to nine months before the permit is actually issued.

Mr. Powell reported he has an appointment on March 22, 2017 at 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.

Mr. Powell assured the Board he will visit with Mr. Mike Peters regarding a follow up report on the generator issues at the Wastewater Treatment Plant.

Mr. Gary Pruett reported Grand River Dam Authority killed the 69kV line between Substation #1 and #2 so they could begin the installation of the cut-in line at Substation #3, and stay on schedule. However, there will be a delay on the Municipal Utility Board side at Substation #3 because the wrong wire (25kV shielded wire) was delivered to the site. The proper wire must be installed before testing can begin and there is a six-seven week delivery date. Mr. Pruett

also reported a minimal cost increase due to the specs; the design called for 1,200 feet of Hi-Dri Jacket Wire and we need 1,350 feet of Hi-Dri Jacket Wire which was ordered last week.

Mr. Gary Pruett discussed the possibility of establishing a Personnel Committee and a Budget Committee which is recommended by Chairman Harris. Dr. Art Sixkiller and Dr. Robert Lindsey volunteered to serve on the Personnel Committee and designated Mr. Garry Harris as their alternate. Ms. Lorrie Mitchell and Mr. Mark Roberts volunteered to serve on the Budget Committee and Dr. Art Sixkiller volunteered to be an alternate on the Budget Committee.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to accept the designated Personnel Committee of Dr. Art Sixkiller and Dr. Robert Lindsey with Mr. Garry Harris as an alternate and to accept the designated Budget Committee of Ms. Lorrie Mitchell and Mr. Mark Roberts with Dr. Art Sixkiller as an alternate. MOTION CARRIED. Votes cast as follows: Mitchell, Sixkiller, Lindsey, and Roberts Nay – none

Mr. Gary Pruett reported the Municipal Utility Board has only two (2) Bulk Water Meters which cost approximately \$1,100 each and a contractor (Oklahoma Tower & Energy of Owasso, Oklahoma) failed to return one of our bulk water meters or respond to any form of communication the warehouse sent. Mr. Pruett recommended the Board increase the Bulk Water Meter Security Deposit to \$1,500.00 and increase the Bulk Water Security Deposit for contractor's who use their own water meter to \$500.00.

A motion was made by Dr. Sixkiller and seconded by Dr. Lindsey to increase the Bulk Water Meter Security Deposit to \$1,500.00 and to increase the Bulk Water Security Deposit to \$500.00 for contractor's who use their own Bulk Water Meter. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Lindsey, Mitchell, and Roberts Nay – none

Mr. Gary Pruett presented a draft of a "Public Power Educational Flyer" prepared by Municipal Electric Systems of Oklahoma (MESO) to be shared in the future with customers and legislators.

Mr. Jared Crisp reported he has completed the job descriptions and they are ready for review by the department foreman's before he presents them to the Board for review.

Mr. Jared Crisp also gave a progress report on the Pryor High School Construction Project. The Municipal Utility Board Water Department will be inspecting the relocation of an existing eight-inch (8") waterline that will be relocated outside the proposed parking lot that will be installed by the high school contractor.

Mr. Jared Crisp reported the ongoing internal investigation of an accident on March 8, 2017 in the Warehouse Shop when two (2) employees were injured. One employee has returned to work but is still under the care of an eye specialist twice a week. The other employee has open wounds on his leg and is under home health care with some possible plastic surgery needs. A worker's compensation statement from the crew chief is still pending.

The Board recognized Mrs. Teri Hill who reported Ms. Jessica Gore will be returning as a 2nd year Summer College Employee on May 18, 2017 and will receive the customary \$0.50 per hour pay increase (\$8.50 per hour). Mrs. Kacee Smalley will begin Family Medical Leave for maternity reasons near June 2, 2017 and former utility billing clerk, Mrs. Rena Wood, will be assisting with the utility billing during the months of June and July at a professional service rate of pay.

Mr. Jared Crisp reported Mr. Kalin Kaul will be returning as a 4th year Summer College Employee at the Wastewater Treatment Plant and will receive the customary \$0.50 per hour pay increase (\$9.50 per hour).

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

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 Dr. Sixkiller and seconded by Ms. Mitchell to adjourn at 7:39 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, and Roberts 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
959	Payroll	A0317077; Payroll Ending 22 March 2017	60,492.28
960	RCB Bank-Pryor	FICA-\$10,800.28; MED-\$2,525.88; FED-\$8,254.98	21,581.14
961	Oklahoma Tax Commission	SWH Payroll Ending 22 March 2017	2,767.00
962	Red Crown Credit Union	Payroll Deduction Ending 22 March 2017	2,850.00
963	Oklahoma Centralized Support Registry	Payroll Deduction Ending 22 March 2017	215.51
964	Principal Financial Group	457 Retirement Savings for March 2017	10,502.51
965	Principal Financial Group	457 Loan Repayment for March 2017	239.00
966	Principal Financial Group	Regular Retirement for March 2017	20,050.18
967	Oklahoma Emp. Security Commission	1st QTR CY2017 Unemployment Tax	5,368.30
968	Oklahoma State Tax Commission	March 2017 Sales Tax/April 2017 Estimated Sales Tax	37,234.04
969	Arkansas Electric Coop., Inc.	20173105; Material & Supplies	26.00
970	Accurate Environmental LLC	20173130; Class C WWLab Operator, T. Adams	440.00
971	Accurate Environmental LLC	20173141; Class B Water Operator, J. Crisp/M. Lincoln	880.00
972	Accurate Environmental LLC	A0317069; Water Samples	162.50
973	Action Awards & Screen Printing	20173125; T-shirts, Childers, Cox, & Huddleston	138.00
974	APGA Security & Integrity Foundation	A0317075; SHRIMP/DIMP Online Access Renewal	395.00
975	B & B Meter Service	20173148; Material & Supplies	478.00
976	Blackwell Lock & Keys	20173119; Service Call & Keys	150.00
977	CBI Wholesale Electric, LLC	20173147; Material & Supplies	106.24
978	Chouteau Lime Co., Inc.	20173143; Weed Killer	170.00
979	CINTAS Corporation	20173132; Trauma Cabinet & Supplies	310.24
980	CINTAS Corporation	A0317080; First Aid Supplies	90.31
981	C & R Oil Co., Inc.	20173131; Fuel	1,194.08
982	Office Everything of Pryor	A0317071; Shipping Fee and Warehouse Supplies	104.47
983	Wesco Distribution Inc.	201612452; Bid #901; Electric Material & Supplies	1,128.42
984	Electricomm Inc.	A1116285; Bid #899, Sub #3 Above Ground Pmt #1	195,801.94
985	Enviro-Tec America	20173134; SIR Reports for February 2017	75.00
986	Summit Truck Group dba Frontier Int.	2017388; ICP Sensor, Trk #13	70.56
987	ABS Communications Corporate	2017267; Phone Case, M. Peters	79.99
988	Green Country Testing, Inc.	20173144; Testing	1,510.00
989	Groebner & Associates, Inc.	20173117; Material & Supplies	439.15
990	JL Matthews Company Inc.	2017260; Small Tools	257.55
991	Airgas USA, LLC	20173137; Nitrogen for Substations	47.58
992	Locke Supply Co.	20173138; Small Tools and Material	313.65
993	Mid America Outfitters	20173136; FR Jacket & Overalls, B. Childers	419.98
994	Mid-Continent Concrete Co.	20173128; Concrete	136.50
995	Muskogee Communications, Inc.	20173124; Handheld Radio Battery	80.65
996	Northern Safety & Industrial	20173113; Safety Glasses and Raingear for B. Childers	387.07
997	Northwest Transformer Co., Inc.	20173120; Transformer	584.00
998	NSI Lab Solutions	2017385; Material & supplies	112.00
999	Card Services	20173121; Submersible Pump for Substation #3	129.99
1000	Southeaster Testing Laboratory, Inc.	20173107; Glove and Sleeve Testing	705.20
1001	Techline Inc.	20173109; Traveling Ground	169.00
1002	Techline Inc.	20173123; Small Tools	442.00
1003	Trace One Calibrations	20173127; Equipment Main., Flow Meter Rotor Shaft	1,607.40
1004	United Healthcare	Group Medical Coverage for April 2017	51,240.48
1005	Vermeer Great Plains	2017278; Steel Tree Climbing Gaffs	239.99
1006	HD Supply Waterworks	2017246; Material & Supplies	402.00
1007	HD Supply Waterworks	2017399; 3' Marking Sticks	42.14
1008	HD Supply Waterworks	20173116; Pryor High School Water Meter	978.00
1009	HD Supply Waterworks	20173118; Material & Supplies	386.32
1010	Wal-Mart Community/RFCSLLC	20173122; Warehouse Supplies	147.79
1011	Absolute Technologies	A0317076; USB High Performance Flash Drive	45.90
1012	Mutual of Omaha	Group AD&D Coverage for April 2017	771.46
1013	City of Pryor Creek	AT&T Service for March 2017	323.26
1014	C.F.H.I. dba The Times	A0317081; Publishing Legal Notice, Fiber Optic Installation	49.37
1015	Kolker & Kolker Inc.	A0317083; Windows Inventory System 10 Upgrade	15,445.00
1016	Dearborn National Life Insurance Co.	Group LTD Coverage for April 2017	1,168.52
1017	Municipal Utility Board	Petty Cash	214.68
1018	Municipal Utility Board	Utility Service for March 2017	16,267.54
1019	Oklahoma Whitaker Training Center	A0317078; Annual Lease Agreement	3,000.00
1020	Technical Programming Services, Inc.	A0317072; Bill & Late Message Print/Mailing, March 2017	3,250.15
1021	S Bard D, Inc.	A0317079; Pre-employment Exam, B. Childers	80.00
1022	Vision Service Plan of Oklahoma	Payroll Deduction for April 2017	548.04
1023	Department of Environmental Quality	2017393; Exam Fees for T. Adams, J. Crisp, & M. Lincoln	186.00
1024	Adams, Terry	A0317082; Meal Reimbursement, T. Adams	41.70
1025	Beasley & Company	A0417084; 4th Qtr. Retirement TPA Service Fee	1,250.00
TOTAL			466,520.77

3-23-2017 10:02 AM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 3/24/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	19	23,425.58
DIRECT DEPOSIT REGULAR CHECKS:	31	37,066.70
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	50	60,492.28

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 3-9-17 TO 3-22-17

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: Jeri M. Hice for Gary Pruett
 GENERAL MANAGER

APPROVED: Garry Harris by Jmh
 CHAIRMAN

PO # A0317-077

claim 0959