



JUNE 5, 2017

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Monday, June 5, 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. Art Sixkiller, Ms. Lorri Mitchell, and Dr. Robert Lindsey. Mr. Garry Harris was absent.

Mr. Pruett reported a \$28.30 increase to Bid #904 because we received 210 feet instead of 200 feet on line #21. The new total for Bid #904 is \$56,929.44.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to increase Bid #904 by \$28.30 because we received 210 feet instead of 200 feet on line #21 which makes a new total of \$56,929.44 and approve the minutes of the Regular Meeting held May 15, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, and Roberts.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #1190 - #1275 totaling \$584,820.34 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, and Roberts. Nay – none.

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

The Board recognized Mr. Powell who reported he has submitted the completed OPDES (Oklahoma Pollutant Discharge Elimination System) Program request to ODEQ (Oklahoma Department of Environmental Quality) for review and expects ODEQ to return a draft which is tied to the recent inspection at the treatment plant in August.

Mayor Tramel arrived at 7:07 p.m.

Mr. Steve Powell also reported the sludge management project is still under internal review but he should have it to Mr. Pruett and Mr. Crisp soon. Mr. Powell reported he continues to assist Mr. Kenny Smith with the register issue at Filter Plant #2 and he is expecting the replacement part on Wednesday and the repairs completed by the end of the week.

Mr. Steve Powell reported the installation of the fiber-optic line by Fiber Interactive Technologies has been delayed by the excessive rainfall but work should begin on Wednesday, June 7, 2017. Mr. Powell received operational quotes from R. W. Vaught Technical Services and Fiber Interactive Technologies for the connection of the fiber optic cable between the 9th Street Lift Station and the Wastewater Treatment Plant and they are still under review so no action was taken on Agenda Item 4c.

The Board recognized Mayor Tramel who reported the City Council will be awarding the 2017-2018 Street Project from bids received and he will provide a list of the streets included in the project to the Municipal Utility Board for coordination.

The Board recognized Mr. Gary Pruett who reported Substation #3 is online and operational. He also reported the Electric Crew continues to gradually add more load without any issues.

Mr. Gary Pruett reported the Fiscal Year End Meeting will be held at 5 o'clock p.m. on Friday, June 30, 2017, and recommended the cancellation of the Regular Meeting scheduled on Monday, July 3, 2017.

A motion was made by Dr. Lindsey and seconded by Ms. Mitchell to cancel the Regular Meeting scheduled on Monday, July 3, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Sixkiller, and Roberts Nay – none

Mr. Gary Pruett discussed and recommended the re-appointment of Mr. Garry Harris to a new Five-Year Term ending June 30, 2022.

A motion was made by Dr. Lindsey and seconded by Ms. Mitchell to approve the re-appointment of Mr. Garry Harris to a new Five-Year Term ending June 30, 2022 and to request confirmation of the re-appointment from the Pryor Creek City Council. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Sixkiller, and Roberts Nay – none

Mr. Gary Pruett will prepare a letter to the Mayor requesting the confirmation of the re-appointment of Mr. Garry Harris to a new Five-Year Term ending 30 June 2022.

Mr. Gary Pruett reported he will be attending the Mid-America Industrial Park Administrative Staff meeting with the water customers on Friday, June 9, 2017, to discuss a proposed water rate increase of four cents (\$0.04) effective July 1, 2017 to the Oklahoma Ordnance Works Authority Board of Directors. Mr. Pruett reported, effective January 1, 2017, the Oklahoma Ordnance Works Authority increased the water rates six cents (\$0.06) per 1,000 gallons on the first 5,000,000 gallons and five cents (\$0.05) per 1,000 gallons on all additional purchases which was not passed on to Municipal Utility Board Customers. With an increase of almost ten cents (\$0.10) per 1,000 gallons in our wholesale price, Mr. Pruett asked the Board to consider passing the increases on to our customers with Council approval. No action was taken on Agenda Item 5d.

Mr. Gary Pruett discussed the bushing issue at Pryor Substation #2. Mr. Pruett recommended the bushing replacement parts for the McGraw Edison transformer be purchased with the assistance of Grand River Dam Authority from ABB Inc. of Alamo, Tennessee at a cost of \$10,848.00 plus freight. Mr. Pruett expects delivery in eight to ten weeks.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve the purchase of two (2) replacement bushings for the McGraw Edison Transformer at Pryor #2 Substation from ABB Inc. of Alamo, Tennessee at a cost of \$10,848.00 plus freight. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, and Roberts Nay – none.

The Board recognized Mr. Jared Crisp who reported he met with the Personnel Committee (Dr. Sixkiller and Dr. Lindsey) and the Budget Committee (Ms. Lorri Mitchell and Mr. Roberts) and both were positive

meetings. Mr. Crisp will continue to make minor revisions to the 2018 Needs Assessment and Budget as invoices are received and claims are paid. He plans to present the 2018 Needs Assessment and Budget at the Fiscal Year End Meeting scheduled for 5 p.m. on June 30, 2017.

Mr. Jared Crisp also reported the annual Consumer Confidence Report was included with the May 2017 billing and all required documents have been submitted. He also reported a gas line replacement from Gaither Road to the Mayes County Fairgrounds will begin tomorrow as well as a water line loop project from Graham Avenue to the cemetery.

Oklahoma Workforce contacted Mr. Jared Crisp regarding an Oklahoma State Funded Program for persons between the ages of 18-24 who have a GED or High School Diploma and are currently enrolled in a trade school. This program is designed to get this age group into a work environment at no cost to the employer. Mr. Crisp is considering this program and if he chooses to proceed, he would use the Workforce Staff to paint meters and fire hydrants.

Mr. Jared Crisp and Mr. Steve Powell reported they are preparing for the Lead and Copper Water Testing due this summer. Mr. Powell reported the Municipal Utility Board is only required to participate in a lead and copper water test every three years because our previous test were so low.

Mr. Pruettt presented a pamphlet regarding utility payment options prepared by Mrs. Hannah Moore and reported he plans to periodically include the payment option pamphlet with the utility bills.

The Board recognized Mrs. Teri Hill who reported Municipal Utility Board Clerk, Mrs. Kacee Smalley, delivered a healthy baby girl on June 2, 2017 and has begun her FMLA (Family Medical Leave Act).

A written Department Foreman's Report was presented.

Mr. Gary Pruettt discussed the replacement of a four-inch (4") pneumatic boring tool used mostly by the gas and electric department and occasionally by the water department that is included in the 2017 Budget. Mr. Pruettt received two quotes; Ditch Witch quoted a four-inch (4") boring tool complete with one hundred feet (100') of hose, oiler, couplings and a five and one-half inch (5½") expander for \$6,811.61 and Vermeer quoted a five inch (5") boring tool complete with all of the accessories except the expander for \$9,977.11. Mr. Pruettt recommended the quote from Ditch Witch, which met specs and is a lighter weight and lower cost.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to purchase a four-inch (4") pneumatic boring tool complete with one hundred feet (100') of hose, oiler, couplings and a five and one-half inch (5½") expander from Ditch Witch at a cost of \$6,811.61. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, and Roberts
Nay – none

There was no unfinished or new business discussed.

The Board recognized Mr. Ben Sherrer who had no confidential communications concerning pending litigation/action in case number CV-2016-81 filed in the District Court of Mayes County, Oklahoma.

Mr. Gary Pruett reported Mr. Sordahl and Mr. Ritchie began taking a Deposition from Mr. Jerry Douglas on June 2, 2017, but had to recess due to a health complaint by Mr. Jerry Douglas. No date was set to complete the Deposition from Mr. Jerry Douglas.

A motion was made by Dr. Sixkiller and seconded by Dr. Lindsey to adjourn at 7:36 o'clock p.m. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Lindsey, Mitchell, 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
1276	Payroll	A0617144; Payroll Ending 14 June 2017	58,985.83
1277	RCB-Pryor	FICA-\$10,529.42 Med-\$2,462.50 Federal \$7,685.29	20,677.21
1278	Oklahoma Tax Commission	SWH; Payroll ending 14 June 2017	2,606.00
1279	Red Crown Credit Union	Payroll Deduction Ending 14 June 2017	3,175.00
1280	Oklahoma Centralized Support Registry	Payroll Deduction Ending 14 June 2017	203.97
1281	Accurate Environmental LLC	A0617137; Water Samples	112.50
1282	AutoZone, Inc.	20176272; Vehicle Maintenance, Trk #2	54.59
1283	Brenntag Southwest Inc.	20175251; Chlorine	932.90
1284	Bank of America Lockbox Services-CNEG	Purchased Gas for May 2017	28,551.94
1285	CINTAS Corporation 063	20176261; Uniform Rental for May 2017	1,698.57
1286	C & R Oil Company	20176276; Fuel	1,445.60
1287	Ditch Witch of Tulsa	20176279; Equipment Maintenance, Trencher Tires	480.00
1288	Electricomm Inc.	A1116285; Bid #899, Substation #3, Final Payment	27,034.55
1289	Electricomm Inc.	A0117020; Substation #3 Testing, Final Payment	2,175.00
1290	Enviro-Tec America	20176260; SIR Reports for May 2017	75.00
1291	The Flower Shop	A0617135; W.A. Graham Wreath & Childers Memorial Plant	100.00
1292	G & M Auto and Wrecker Service	20176273; Vehicle Maintenance, Trk #4	36.96
1293	Grand River Dam Authority	Purchased Electric for May 2017	445,571.71
1294	P & K Equipment	20176268; Small Tools, Tree-Trimmers	949.98
1295	Green Country Surveying, PLLC	A0617143; Material & Supplies, Hubs & Whiskers	58.60
1296	Green Country Testing, Inc.	20176275; Testing	270.00
1297	Airgas USA, LLC	20176278; Cylinder Rental	60.05
1298	Kriz-Davis Company	20175195; Bid #902, Electric Material	491.00
1299	Mehlburger Brawley	A0617140; General Engineer Services	2,095.00
1300	Mid America Outfitters	20175191; Uniform Sweatshirts	986.75
1301	Mike's Tire & Car Care	20176263; Equipment and Vehicle Maintenance	315.30
1302	OfficeSupply.com	20176265; Warehouse Paper & Soap Supplies	506.49
1303	O'Reilly Automotive, Inc.	20176262; Equipment and Vehicle Maintenance	237.64
1304	Pryor Automotive Supply	20176266; Small Tools and Vehicle Maintenance	16.51
1305	Pryor Waste Recycling, LLC	Refuse Billing for May 2017	88,043.74
1306	Pryor Lumber Co., Inc.	20176271; Small Tools and Supplies	573.38
1307	Mayes County RWD 4	WWTP Water Service for May 2017	17.00
1308	Sherwin Williams	20176269; Paint	63.92
1309	Southern Cross Corporation	20174176; Flame Pak Repair and Calibration	904.03
1310	Stuart C. Irby Co., Inc.	20175196; Bid #902, Electric Material	966.00
1311	Tractor Supply Credit Plan	20176274; Small Tools, Material, and Supplies	309.79
1312	HD Supply Waterworks	20175204; Bid #903, Gas Material	701.00
1313	HD Supply Waterworks	20175240; 12-volt pump	873.60
1314	HD Supply Waterworks	20175256; Tapping Saddle	114.43
1315	Fred H. Sordahl, Inc., PC	A0617141; Attorney Fees for May 2017	1,902.50
1316	City of Pryor Creek	Occupational Fee for May 2017	2,867.73
1317	City of Pryor Creek	Final Pro-Rated Allocation to City; Payment #11 & #12	125,000.00
1318	Metlife	Payroll Deduction for June 2017	46.58
1319	Municipal Utility Board	Refuse Billing Fee for May 2017	5,735.46
1320	Pryor Printing Inc.	A0617138; Annual Leave Applications	50.00
1321	WA-RO-MA d/b/a/ C.A.R.D.	Share the Comfort, May 2017	116.08
1322	DEQ-Administrative Services A/R	A0617142; Certification License Renewal FY2016-2017	2,622.00
1323	Oklahoma Natural Gas Company	Transportation Fee for May 2017	6,040.45
		TOTAL	<u>836,852.34</u>

6-15-2017 10:06 AM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 6/16/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	18	21,461.00
DIRECT DEPOSIT REGULAR CHECKS:	33	37,524.83
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	51	58,985.83

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 6-1-17 TO 6-14-17

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. Hill for Gary Pruett
 GENERAL MANAGER

APPROVED: Garry Harris by Jmh
 CHAIRMAN

PO # A0617-144

Claim

1276