



JULY 17, 2017

The Municipal Utility Board met in a Regular Session at 7:00 o'clock p.m. on Monday, July 17, 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. Garry Harris, Dr. Robert Lindsey, Ms. Lorri Mitchell, and Mr. Mark Roberts. Dr. Art Sixkiller was absent.

Mr. Pruett reported Line #24 of Bid #902 increased \$113.02 because we received an additional 312.58 feet of wire and makes the new Bid #902 total \$39,613.99.

A motion was made by Ms. Mitchell and seconded by Dr. Lindsey to approve the \$113.02 increase on Line #24 of Bid #902, making the new total \$39,613.99, and approve the minutes of the Regular Meeting held June 30, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Lindsey, Roberts, and Harris Nay – none

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve Claims #1 - #56 totaling \$1,092,965.78 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Lindsey, and Harris Nay – none

The Board recognized Mr. Travis Willis who had no report or comments.

The Board recognized Mr. Steve Powell who updated the Board on the mandated Lead and Copper Testing he completed with the assistance of Mr. Don Dunn. They collected twenty (20) samples from eligible sites and delivered them for testing on Wednesday, July 12, 2017. Mr. Powell is expecting favorable test results on Friday, July 21, 2017, which would result in a three year span before another required testing of the system.

Mr. Powell also reported the City of Pryor Creek Asphalt Street Projects are scheduled to begin on South Elliott at Southeast 11th Street and work toward Southeast 17th Street. Mr. Powell met with Mr. Kenny Smith to discuss the shut-off valves effected by the street projects and reported the project would not interfere with any traffic signal loops.

The Board recognized Mr. Gary Pruett who discussed the 2017 MESO (Municipal Electric Systems of Oklahoma) Line Workers Rodeo and Safety Training hosted by Grand River Dam Authority at the Mid-America Industrial Park Expo Center on September 27-28, 2017 and recommended the Board allow six (6) members of the Electric Department to participate in the training at a cost of \$79.00

each. Mr. Pruett believes it would be an excellent experience for our Electric Department to assist with building and preparing the competition field and to serve as support staff during the Line Workers Rodeo.

A motion was made by Dr. Lindsey and seconded by Ms. Mitchell to allow six (6) members of the Electric Department to participate in the 2017 MESO (Municipal Electric Systems of Oklahoma) Line Workers Rodeo and Safety Training hosted by Grand River Dam Authority at the Mid-America Industrial Park Expo Center on September 27-28, 2017, at a cost of \$79.00 each and to assist with building and preparing the competition field and serving as support staff during the Line Workers Rodeo. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Roberts, and Harris Nay – none

Mr. Pruett reported the former Assistant General Manager, Mr. Andy Richard, is recovering from a stroke and he plans to visit him during his hospitalization for physical therapy when Mr. Richard is ready to receive visitors.

Mr. Pruett reported Mr. Bill Cowan is retiring after 21½ years of dedicated service to the Municipal Utility Board and the Citizens of Pryor Creek. Mr. Pruett invited the Board Members to attend an appreciation picnic lunch at the MUB Warehouse to be held in his honor at noon on Friday, July 21, 2017.

The Board recognized Mr. Jared Crisp who reported he attended a State Legislative Forum on Friday, July 14, 2017, which was hosted by Grand Lake Association and Grand River Dam Authority at Shangri-La on Grand Lake.

Mr. Crisp also reported on the installation of new utility lines for the Pryor Public School Building Projects at the High School and the new Vocational Agricultural Building.

Mr. Crisp reported he has met with several parties interested in developing new duplexes to be served by the Municipal Utility Board.

Mr. Crisp reported a meeting was arranged by Mayes County's Legal Counsel through Legal Counsel for the Municipal Utility Board regarding water service to the Mayes County Fairgrounds and is scheduled at 9:30 a.m. on July 18, 2017, in the Municipal Utility Board Room.

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

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

The Board recognized Mr. Pruett who discussed and recommended the promotion of Mr. Travis Willis to Electric Department Foreman Non-Merit, effective July 13, 2017.

A motion was made by Dr. Lindsey and seconded by Ms. Mitchell to promote Mr. Travis Willis to Electric Department Foreman Non-Merit (\$30.94 per hour to \$31.98 per hour), effective July 13, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Roberts, and Harris Nay – none

The Board recognized Mr. Pruett who discussed and conceded to the recommendations from Mr. Jared Crisp and Mr. Travis Willis to re-classify Mr. James Cox to a Groundman on the Electric Crew during the remainder of his probationary period, effective July 13, 2017.

A motion was made by Dr. Lindsey and seconded by Mr. Roberts to re-classify Mr. James Cox to a Groundman on the Electric Crew during the remainder of his probationary period (\$18.35 per hour to \$20.44 per hour), effective July 13, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Roberts, Mitchell, and Harris Nay – none

Mr. Pruett reported the promotion of Mr. Willis and the re-classification of Mr. Cox will create an opening for a Journeyman Lineman and an opening in the Tree-Trimming Crew. He also has an opening in the Gas Department due to the resignation of Mr. Andrew Holman. If Mr. Cox proves worthy of management's expectations, the plan is to enroll Mr. Cox in the MESO (Municipal Electric Systems of Oklahoma) Basic Lineman Apprentice School so he can work his way to Journeyman.

The Board recognized Mr. Pruett who discussed and recommended the promotion of Mr. Spencer Steffey to "B" Mechanic Non-Merit in the Natural Gas Department, effective July 13, 2017.


A motion was made by Ms. Mitchell and seconded by Mr. Roberts to promote Mr. Spencer Steffey to "B" Mechanic Non-Merit in the Natural Gas Department (\$20.13 per hour to \$20.44 per hour), effective July 13, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Lindsey, and Harris Nay – none

There was no unfinished or new business discussed.

The Board recognized Mr. Fred Sordahl who had no report.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 7:40 o'clock p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, 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
57	Payroll	A0717178; Payroll Ending 26 July 2017	59,793.35
58	RCB Bank-Pryor	FICA-\$10,614.34 MED-\$2,482.44 FED-\$7,618.69	20,715.47
59	Oklahoma Tax Commission	SWH Payroll Ending 26 July 2017	2,577.00
60	Red Crown Credit Union	Payroll Deduction Ending 26 July 2017	3,175.00
61	Oklahoma Centralized Support Registry	Payroll Deduction Ending 26 July 2017	203.97
62	Principal Financial Group	457 Retirement Savings for July 2017	9,997.53
63	Principal Financial Group	457 Loan Repayment for July 2017	537.84
64	Principal Financial Group	Regular Retirement for July 2017	14,625.71
65	Oklahoma Tax Commission	July 2017 Actual & August 2017 Estimated Sales Tax	52,436.04
66	ABB, Inc.	20176270; CCP, City #2 Bushings	10,848.00
67	AFLAC	Payroll Deduction for July 2017	1,273.92
68	Datamatic, Inc.	A0717179; Bumper for Handheld Devise	10.00
69	Accurate Environmental LLC	A0717168; Water Samples/Copper & Lead-LCR Testing	967.50
70	Accurate Environmental LLC	A0717174; THMs and HAAs Water Testing	745.00
71	Accurate Environmental LLC	A0817185; Water Samples	50.00
72	Brenntag Southwest, Inc.	20177319; Chlorine	759.32
73	CBI Wholesale Electric, LLC	20177330; Control Room Monitor Relays	421.20
74	Chouteau Lime Company	20178341; Weed/Stump Killer and Weld Shop Supplies	507.70
75	Chupp Implement Company	20177326; Tractor Maintenance	59.58
76	Chupp Implement Company	20178346; Bush Hog Blades	88.96
77	CINTAS Corporation	20177321; First Aid Supplies, July 2017	106.59
78	CINTAS Corporation	A0717171; First Aid Supplies, July 2017	108.24
79	C & R Oil Co., Inc.	20177325; Fuel	2,374.99
80	C & R Oil Co., Inc.	20177335; Fuel	1,528.09
81	Office Everything of Pryor	A0717169; Shipping Fee, Paper, and Supplies	519.38
82	Delta Dental of Oklahoma	Group Dental Coverage for August 2017	2,261.86
83	Ditch Witch of Tulsa	20177328; Air Mole Maintenance	101.70
84	Ditch Witch of Tulsa	20178349; Trencher Maintenance	62.21
85	Fastenal Company	20177327; Safety Glasses	155.68
86	Brand FX, LLC	20177312; Door and Lock Maintenance, Trk #4	492.97
87	Summit Truck Group	20177322; Water Pump, Trk #13	191.79
88	Summit Truck Group	20177333; Relay, Trk #16	74.13
89	Grand River Dam Authority	Purchased Electric for July 2017	681,362.25
90	Grand River Dam Authority	A0717156; Substation #3 69kV Feeder, Payment #11	59,879.51
91	P & K Equipment	20178347; Chainsaw Chain, Trk #16	30.99
92	Green Country Testing, Inc.	20177320; Testing	490.00
93	Green Country Testing, Inc.	20178338; Testing	320.00
94	J. Harlen Co., Inc.	20177314; Hat Light and LED Conversion Kit	552.13
95	Hi-Line Tool Company	20177311; Tamp Testing and Repair	556.31
96	ISCO Industries	20175197; CCP, Bid #903, Gas Material	9,400.00
97	Lakeland Office Systems	A0717173; Quarterly Warehouse Copies (5,460 Total)	149.83
98	Locke Supply Co.	20178337; Material and Small Tools	675.01
99	Mac's Hydraulic Jack Service, Inc.	20176286; CCP, Vehicle Maintenance, Trk 13A	1,362.64
100	OMUSA-MESO	A0817186; DOT/PHMSA Drug and Alcohol Testing	654.00
101	Mike's Tire & Car Care	20177332; Vehicle Maintenance	63.69
102	Morgan's Collision Services, Inc.	20177323; Tractor Maintenance	618.83
103	Northern Safety & Industrial	20177309; Hard Hats and Brow Pads	864.25
104	O'Reilly Auto Parts	20178344; Vehicle Maintenance	573.15
105	Oklahoma Natural Gas Company	Transportation Fee for June 2017	6,040.08
106	Oklahoma Ordnance Works Authority	Purchased Water for July 2017	67,115.62
107	Poly Pro Inc.	20177331; Electrofuse Maintenance	556.82
108	Pryor Automotive Supply	20178343; Maintenance and Supplies	804.84
109	Pryor Lumber Co., Inc.	20178345; Material and Small Tools	294.42
110	Mayes County RWD 4	WWTP Water Service for July 2017	17.00
111	Sadler Paper Company	A0717181; Mop Head Loop and Soap Dispenser	55.58
112	Sadler Paper Company	A0817187; Cleaning and Paper Supplies	166.14
113	ATC Group Services, LLC	20177329; Testing	1,532.00
114	Stuart C. Irby Co.,	20175196; CCP, Bid #902 Electric Material	566.10
115	Systems Forms and Supplies	20177308; Warehouse Report Books	136.60
116	United Healthcare	Group Medical Coverage for August 2017	47,598.22
117	U S Cellular	Cellular Service for July 2017	632.39
118	HD Supply Waterworks	20175207; CCP, Bid #904 Water Material	7.70
119	Wal-Mart Community/RFCSELLC	20178339; Warehouse and Office Supplies	322.42
120	White Star Machinery	20178348; Trachoe Maintenance	63.46
121	Ben Sherrer Law Office, P.C.	A0717182; Attorney Fee for July 2017	200.00
122	Mutual of Omaha	Group AD&D Coverage for August 2017	725.62
123	Advantage Testing	A0717175; Pre-employment Testing, A. Johnson	60.00
124	City of Pryor Creek	AT&T Service for July 2017	326.13
125	City of Pryor Creek	Workman's Comp & Fees for June 2017	7,939.25
126	Kolker & Kolker Inc.	A0717183; Audit Preparation for FY2016-2017	2,285.00
127	Dearborn National Life Insurance Co.	Group LTD Coverage for August 2017	1,101.27
128	Municipal Utility Board	Petty Cash	708.36
129	Municipal Utility Board	Utility Service for July 2017	15,182.68
130	Pryor Printing Inc.	A0717180; Business Cards, J. Adams & T. Willis	100.00
131	Technical Programming Services Inc.	A0717176; Bill/Late Message Print and Mailing, July 2017	3,204.37
132	Vision Service Plan of Oklahoma	Payroll Deduction for August 2017	524.20
133	Green Country Shredding & Recycling Inc.	A0717177; Quarterly On-site Shredding Service	165.00
134	Reed, Kathryn L.	A0817184; Final Bill Refund at 317 North Sawyer Street	279.14
		TOTAL	<u>1,104,033.72</u>

7-27-2017 10:06 AM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 7/28/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	17	19,469.03
DIRECT DEPOSIT REGULAR CHECKS:	34	40,324.32
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	51	59,793.35

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 7-13-17 TO 7-26-17

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 Pruitt
GENERAL MANAGER

APPROVED: Garry Harris by Jmh
CHAIRMAN

PO # A0717-178

Claim

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