



AUGUST 7, 2017

The Municipal Utility Board met in a Regular Session at 7:00 o'clock p.m. on Monday, August 7, 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.

Mr. Pruettt reported Line #6 of Bid #904 decreased \$49.80 because we received twenty (20') feet less copper tubing which makes a new total of \$56,879.64 for Bid #904.

A motion was made by Ms. Mitchell and seconded by Dr. Lindsey to approve the \$49.80 decrease on Line #6 of Bid #904, which makes a new total of \$56,879.64 and approve the minutes of the Regular Meeting held July 17, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Lindsey, and Roberts Dr. Sixkiller abstained and is counted as a no vote.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #57 - #134 totaling \$1,104,033.72 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, and Roberts Nay – none

Mr. Steve Powell was detained in a meeting with the City of Pryor Creek Board of Adjustments that began at 6 o'clock p.m. in the Council Chambers so the Board recognized Mr. Pruettt who discussed and recommended the renewal of the Municipal Property Protection Plan with OMAG (Oklahoma Municipal Assurance Group) through Integrated Insurance Services for the annual premium (August 22, 2017 through August 22, 2018) of \$16,002.45.

Mr. Powell arrived at 7:15 o'clock p.m.

A motion was made by Dr. Lindsey and seconded by Dr. Sixkiller to approve the renewal of the Municipal Property Protection Plan with OMAG (Oklahoma Municipal Assurance Group) through Integrated Insurance Services for the annual premium (August 22, 2017 through August 22, 2018) of \$16,002.45. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Sixkiller, Mitchell, and Roberts Nay – none

Mr. Pruettt reported the Oklahoma Municipal League (OML) requested MESO (Municipal Electric Systems of Oklahoma) to host five (5) training sessions during the 2017 annual conference. As a MESO Board Member, Mr. Pruettt is expected to assist in the training sessions and requested the Board allow him to attend the 2017 Annual Oklahoma Municipal League (OML) Conference on

September 12-14, 2017 at the Cox Convention Center in Tulsa, Oklahoma. The registration and three (3) nights lodging should not exceed \$660.00.

A motion was made by Ms. Mitchell and seconded by Dr. Lindsey to allow Mr. Gary Pruett to attend the 2017 Annual Oklahoma Municipal League (OML) Conference on September 12-14, 2017 at the Cox Convention Center in Tulsa, Oklahoma at a cost not to exceed \$660.00. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Lindsey, Sixkiller, and Roberts Nay – none

The Board recognized Mr. Steve Powell who gave a progress report on the connection of the new fiber optic cable between the 9th Street Lift Station and the Wastewater Treatment Plant which will enable the internet and telephone service at the plant when completed. Mr. Powell also reported the SCADA system would not be interrupted during the transition of this fiber-optic connection.

The Board recognized Mr. Jared Crisp who discussed the purchase and installation process of the GenerLink standby generator connection/transfer device. The Municipal Utility Board Electric Department will only install a *new* connection/transfer device purchased under the GenerLink Power Provider Guideline Form which includes a Municipal Utility Board \$100.00 service fee and installation waiver.

Mr. Crisp reported on meetings with several contractors working on project proposals located in our service area. Mr. Crisp also reported a meeting is scheduled in the Municipal Utility Board Room on August 8, 2017 with representatives from Rural Water District #1 and Mayes County Legal Counsel.

Mr. Crisp reported the interviews for the Tree-Trimming position has been completed and the position was offered, pending the results of the pre-employment exam and tests, to Mr. Cedrick Grass who is a Certified Right of Way Applicator. Next month Mr. Crisp will begin interviewing for the open position in the gas department and he reported the open position in the water department will not be filled until the injured Crew Chief returns to work.

The Board recognized Mrs. Teri Hill who reported Govpay Network LLC recently upgraded their software. During the migration an error occurred which caused Wells Fargo Propay to withhold our credit card funds and deposit incorrect settlement amounts which created a reconciliation nightmare for the City Treasurer and herself. The City Treasurer, Mrs. Lois Thompson, confirmed all necessary fund corrections have been deposited. Mrs. Hill also reported all card payments and settlement deposits have been reconciled through August 3, 2017 and she received an email from Mr. Tony Garay of Govpay Network LLC stating the Municipal Utility Board should see daily deposits as we have been accustomed to since 2014 with no funds ever held back again. Mrs. Hill reported the agreement with Govpay Network LLC can be terminated by either party at any time with or

without cause by providing 90 days' notice to the other party. This is the first unsatisfactory incident and she would only recommend terminating the contract if funds continue to be withheld.

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

The Board recognized Mr. Pruett who discussed Bid #905, the sale of scrap copper, brass, metal, etc. and recommended the best per pound bid from Wheeler Scrap Metals of Muskogee, Oklahoma.

A motion was made by Dr. Sixkiller and seconded by Dr. Lindsey to award Bid #905, the sale of scrap copper, brass, metal, etc. to the best per pound bid from Wheeler Scrap Metals of Muskogee, Oklahoma MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Lindsey, Mitchell, and Roberts Nay – none

There was no unfinished or new business discussed.

The Board recognized Mr. Ben Sherrer who had no report.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to adjourn at 7:46 o'clock 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
135	Payroll	A0817193; Payroll Ending 9 August 2017	60,915.18
136	RCB-Pryor	FICA-\$10,790.12 Med-\$2,523.50; Federal \$7,566.69	20,880.31
137	Oklahoma Tax Commission	SWH; Payroll ending 9 August 2017	2,629.00
138	Red Crown Credit Union	Payroll Deduction Ending 9 August 2017	3,175.00
139	Oklahoma Centralized Support Registry	Payroll Deduction Ending 9 August 2017	203.97
140	AFLAC	Payroll Deduction for August 2017	1,273.92
141	Accurate Environmental, LLC	A0817185; Water Samples	112.50
142	AutoZone Inc.	20178354; Vehicle Maintenance, Trks #2 & #15	184.41
143	B & B Meter Service	20178351; Meter Repair	1,741.75
144	Bank of America Lockbox Service; CNEG	Purchased Gas for July 2017	18,131.16
145	CINTAS Corporation 063	20178355; Uniform Rental for July 2017	1,692.25
146	CINTAS Corporation First Aid & Safety	20178359; First Aid Supplies	214.41
147	CINTAS Corporation First Aid & Safety	A0817194; First Aid Supplies	65.49
148	Clifford Power Systems Inc.	20178361; Equipment Maintenance, Generator Alarms	314.35
149	C & R Oil Co., Inc.	20178367; Fuel	1,660.15
150	Office Everything of Pryor	A0817201; Office Supplies & Notary Seals, J. Early/T. Hill	101.81
151	WESCO Distribution Inc.	20177317; Safety Equipment, Electric Department	1,396.45
152	Enviro-Tec America	20178357; SIR Reports for July 2017	75.00
153	G & M Auto and Wrecker Service	20178370; Vehicle Maintenance, Trk #5	421.18
154	ABS Communications Corporate	20177324; Phone Case, M. Peters	79.99
155	P & K Equipment	20178365; Chainsaw Maintenance, Trk #16	88.81
156	Green Country Testing, Inc.	20178363; Testing	515.00
157	HACH Company	20178358; Material & Supplies, Treatment Plant	250.03
158	ISCO Industries, Inc.	20178353; Material & Supplies, Water Department	102.10
159	J L Matthews Company, Inc.	20178360; Payroll Deduction Reimbursement, J. Cox	549.42
160	Airgas USA, LLC	20178356; Cylinder Rental	60.05
161	Airgas USA, LLC	20178368; Substation Nitrogen	47.58
162	Kamen Industrial Technologies	20178342; Equipment Maintenance, Trencher	26.08
163	Lakeland Office Systems	A0817198; Quarterly Office Copies (Total Count 31,598)	507.32
164	Mehlburger Brawley	A0817199; Engineer Services for July 2017	575.00
165	OfficeSupply.com	20178350; Warehouse Paper Supplies	199.04
166	Pikepass Government Account Services	A0817195; Turnpike Fees for July 2017	25.57
167	Oklahoma Natural Gas Company	Transportation Fee for July 2017	6,040.01
168	Pryor Stone	20178362; Crusher Run	161.32
169	Pryor Waste Recycling, LLC	Garbage Billing for July 2017	88,033.05
170	S & D Electric Motor Inc.	20178366; Vehicle Maintenance, Trk #5	85.00
171	Techline Inc.	20177310; Material & Supplies, Electric Department	1,296.20
172	Tractor Supply Credit Plan	20178352; Material & Small Tools	237.36
173	United Healthcare	Group Medical Coverage for September 2017	49,140.24
174	U S Cellular	Cellular Service for August 2017	644.48
175	HD Supply Waterworks	20177334; Marking Paint	338.04
176	Fred H. Sordahl Inc.	A0817190; Attorney Fees for July 2017	425.00
177	City of Pryor Creek	Occupational Fee for July 2017	2,867.14
178	City of Pryor Creek	A0817196; Allocation to City of Pryor Creek, Payment #1	62,500.00
179	Integrated Insurance Services, Inc.	A0817189; Liability Insurance on MUB Property	16,002.45
180	Metlife	Payroll Deduction for August 2017	69.87
181	Municipal Utility Board	Garbage Billing Fee for July 2017	5,734.27
182	Pryor Printing Inc.	A0817191; City Treasurer Original Receipt Books	213.15
183	Pryor Printing Inc.	A0817197; Share the Comfort Receipt Books	142.00
184	WA-RO-MA d/b/a/ C.A.R.D.	Share the Comfort, July 2017	181.62
185	S Bar D, Inc.	A0817200; Pre-employment Exam, Cedrick Grass	80.00
186	VISA Control Account	A0817192; Misc.	44.70
187	Donnie Halfhill Construction, LLC	A0817203; Bulk Water Deposit Refund	1,490.00
TOTAL			353,940.18

8-10-2017 9:53 AM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 8/11/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	18	20,660.58
DIRECT DEPOSIT REGULAR CHECKS:	37	40,254.60
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	55	60,915.18

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 8/27/17 TO 8/19/17

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: Hannah Moore for Gary Pruett
GENERAL MANAGER

APPROVED: Garry Harris by Hwy
CHAIRMAN

PO # A0817-193
CLAIM # 135