



SEPTEMBER 5, 2017

The Municipal Utility Board met in a Regular Session at 7:00 o'clock p.m. on Tuesday, September 5, 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, Ms. Lorri Mitchell, Dr. Art Sixkiller, and Mr. Mark Roberts.

The Board recognized Mr. Jared Crisp who discussed an increase to Bid# 902 Electric Material, Line item 27 in the amount of \$28.50 due to Kriz-Davis sending an additional 6 insulators. The increase brings the new total to \$39,642.49.

A motion was made by Mr. Roberts and seconded by Mr. Sixkiller to approve the minutes of the Regular Meeting held August 21, 2017 including increase to Bid# 902 Electric Material, Line item 27 in the amount of \$28.50 due to Kriz-Davis sending an additional 6 insulators. The increase brings the new total to \$39,642.49. MOTION CARRIED. Votes cast as follows: Ayes – Harris, Roberts, Mitchell, and Sixkiller.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #188 - #226 totaling \$315,517.51 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Mitchell, and Harris Nay – none

The Board recognized Mr. Randy Chitwood who had no comments.

The Board recognized Mr. Steve Powell who reported on the Draft ODEQ Application for Permit to Discharge, for the Pryor Creek Wastewater Treatment Facility. Mr. Powell discussed the parameters required for the proposed draft permit that has been developed for our facility. Items outlined: 1) September 25, 2017 is the deadline to respond in writing with any questions or comments. He also discussed that E. coli limits have been established and have taken the place of fecal coliform limits in the permit renewal and that testing for copper discharge and hardness of water must be performed monthly for one (1) year. 2) ODEQ restated the requirement of electronic reporting and sharing of Clean Water Act National Pollutant Discharge Elimination System program data to the state or EPA is required and must be maintained efficiently. Mr. Powell closed by stating he has nothing to contest at this time and will submit a response letter to ODEQ by September 25, 2017.

Mr. Crisp discussed amending the Service Charge Policy and said amendments beginning 1 November 2017. Fees discussed:

Current	Proposed Changes
Connection Fee - \$10.00	Connection Fee - \$20.00
Insufficient Check Fee - \$5.00	Insufficient Check Fee - \$20.00
After Hours Service Fee - \$40.00	After Hours Service Fee - \$50.00

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve amending the Service Charge Policy and said amendments as stated above beginning 1 November 2017. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Harris, and Roberts. Nay – none

Mr. Crisp gave the Assistant General Manager's Report. He discussed the review of a proposal from Cox Communication to the City of Pryor Creek and its impact on our current communication services provided by AT&T which is packaged with the City of Pryor Creek. Mr. Crisp stated he and Mr. Pruett have decided to not take action until more information is gathered as to how the City will proceed on this matter.

Mr. Crisp updated the board on the status of the requested 5 items from Rural Water District #1 in regards to transfer of ownership and operation to the Municipal Utility Board. He stated Rural Water District #1 is still in the process of providing the requested items.

Mr. Crisp reported that the recent Oklahoma Gas Association Annual Conference he, Mr. Gary Pruett, Mr. Roger Eichelberger, and J.R. Wood attended on August 28-30, 2017 was beneficial as the classes were very informative. He also stated each representative was thankful for the opportunity to attend.

The Board recognized Mrs. Hannah Moore. She stated Mrs. Teri Hill had submitted the Office Manager's Report in writing that included her appreciation for being given the opportunity to attend the Oklahoma Municipal Human Resource Professional Meeting at OMAG on August 24, 2017 along with Mr. Jared Crisp, Mrs. Jennifer Adams and Mrs. Hannah Moore. Mr. Crisp added that this forum gives our office resource tools to be able to process Human Resource issues more efficiently. He informed the Board, OMAG plans to have bi-monthly meetings on various topics and our staff will attend in person or by webinar depending on the subject discussed.

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 had no report.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to adjourn at 7:38 o'clock p.m. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Harris, Roberts, and Mitchell 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
227	Payroll	A0917215; Payroll Ending 6 September 2017	62,479.76
228	RCB-Pryor	FICA-\$11,202.54 Med-\$2,620.00 Federal \$8,432.56	22,255.10
229	Oklahoma Tax Commission	SWH; Payroll ending 6 September 2017	2,827.00
230	Red Crown Credit Union	Payroll Deduction Ending 6 September 2017	3,200.00
231	Oklahoma Centralized Support Registry	Payroll Deduction Ending 6 September 2017	203.97
232	Accurate Environmental, LLC	A0917226; Water Samples	112.50
233	B & B Meter Service	20177336; Material & Supplies	8,067.25
234	B & B Meter Service	20179396; Regulator for Centennial Park	3,215.83
235	B & B Meter Service	20179400; Material & Supplies	3,981.00
236	Black Mesa Security, LLC	A0817212; Drive-thru Drawer Maintenance	936.07
237	Chouteau Lime Company	20179390; Material & Supplies	96.75
238	CINTAS Corporation 063	20179399; Uniform Rental for August 2017	1,856.50
239	CINTAS Corporation First Aid & Safety	20179393; First Aid Supplies	65.21
240	CINTAS Corporation First Aid & Safety	A0917217; First Aid Supplies	46.96
241	C & R Oil Co., Inc.	20179389; Fuel	2,618.62
242	Office Everything of Pryor	A0917220; Office & Warehouse Supplies	71.86
243	Enviro-Tec America	20179388; SIR Reports for August 2017	75.00
244	Fastenal Company	20178381; Batteries & Safety Glasses	179.23
245	Praxair Distribution Inc.	20179397; Cylinder Lease	70.40
246	Grand River Dam Authority	Purchased Electric for August 2017	614,392.28
247	Grand River Dam Authority	A0717156; Sub #3 69kV Feeder, Final Payment	1,017,192.99
248	P & K Equipment	20179405; Material & Supplies	37.07
249	Green Country Testing, Inc.	20179384; Testing	550.00
250	Airgas USA, LLC	20179394; Cylinder Rental	60.05
251	Kriz-Davis Company	20175195; CCP, Bid #902	598.50
252	Locke Supply Co.	20179391; Material & Small Tools	425.33
253	Mehlburger Brawley	A0917228; Engineer Service for August 2017	542.50
254	Mike's Tire & Car Care	20179403; Tires, Trk #13 and Backhoe	1,775.51
255	Pikepass Government Account Services	A0917222; Turnpike Fees for August 2017	69.65
256	O'Reilly Auto Parts	20179386; Equipment Maintenance & Supplies	105.66
257	Overhead Door of Tulsa	20179395; Warehouse Maintenance, garage door	187.50
258	Pryor Automotive Supply	20179387; Vehicle and Equipment Maintenance	884.48
259	Pryor Stone	20179398; Gravel	795.02
260	Pryor Waste Recycling, LLC	Refuse Billing for August 2017	87,169.67
261	Pryor Lumber Co., Inc.	20179385; Equipment Maintenance and Material	349.38
262	R. W. Vaught Technical Services	A0917227; Cone Valve #2 Radio Replacement	1,978.00
263	Mayes County RWD #4	WWTP Water Service, August 2017	50.39
264	Signal Service Company	20179383; Traffic Light Maintenance	355.00
265	Techline Inc.	20178377; Material & Supplies	147.72
266	TNG Power Equipment Inc.	20179382; Equipment Maintenance, Walker Mower	404.40
267	Tractor Supply Credit Plan	20179392; Material & Small Tools	162.76
268	United Healthcare	Group Medical Coverage for October 2017	47,985.30
269	Ben Sherrer Law Office, P.C.	A0917218; Attorney Fees for August 2017	200.00
270	Fred H. Sordahl Inc., PC	A0917216; Attorney Fees for August 2017	350.00
271	City of Pryor Creek	Occupational Fee for August 2017	2,838.62
272	City of Pryor Creek	AT&T Service for August 2017	326.70
273	City of Pryor Creek	A0817196; Allocation to City of Pryor Creek, Payment #2	62,500.00
274	Metlife	Payroll Deduction for September 2017	46.58
275	Municipal Utility Board	Refuse Billing Fee for August 2017	5,677.23
276	Postmaster	A0917224; Forever Postage Stamps	1,225.00
277	WA-RO-MA d/b/a/ C.A.R.D.	Share the Comfort, August 2017	112.82
278	VISA Control Account	A0917221; Misc., Small Tools, Travel, and Training	1,692.48
279	Tulsa Motor Acceptance, LLC	A0817209; Garnishment, J. Richford	167.31
280	One Grand Properties, LLC	A0917223; Partial Commercial Deposit #51874 Refund	10,000.00
281-	Listing of eleven (11)		
291	Administrative Employees	A0917219; Clothing Reimbursement	1,650.00
292	Bank of America Lockbox Service; CNEG	Purchased Gas for August 2017	19,022.02
293	Municipal Utility Board	A0917223; Re-issue Commercial Deposit #51874	10,000.00
TOTAL			2,004,386.93

9-07-2017 10:00 AM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 9/08/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	19	22,137.30
DIRECT DEPOSIT REGULAR CHECKS:	37	40,342.46
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	56	62,479.76

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 8-24-2017 TO 9-6-2017

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 Gary Pruitt
GENERAL MANAGER

APPROVED: Garry Harris by HM
CHAIRMAN

CLAIM # 227
PO # A0917-215