



September 18, 2017

The Municipal Utility Board met in a Regular Session at 7:00 o'clock p.m. on Monday, September 18, 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, Mr. Mark Roberts and Dr. Art Sixkiller.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held September 5, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #227 - #293 totaling \$2,004,386.93 for payment. MOTION CARRIED. Votes cast as follows: Ayes –Sixkiller, Mitchell, Roberts, and Harris Nay – none

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

Mr. Pruett recommended the Board move to the Addendum Item.

The Board recognized Mr. Kurt Schultz and Ms. Lisa Robertson of Courtside Benefits Group, LLC, who presented an employee benefit agenda for Medical, Dental, Life, and Vision. The discussion confirmed the following:

1. The medical group coverage through United Healthcare is unchanged because the Municipal Utility Board and the City of Pryor Creek Plans are already separated.
2. The dental group coverage with Delta Dental of Oklahoma can be carved out of the City of Pryor Creek Plan with no negative impact and a guaranteed same price till January 1, 2019.
3. The \$15,000 group life and AD&D benefit and the additional voluntary life and AD&D benefit through Mutual of Omaha can be carved out of the City of Pryor Creek Plan with no negative impact and a guaranteed same price till January 1, 2019.
4. The voluntary group vision coverage through Vision Service Plan of Oklahoma can be carved out of the City of Pryor Creek Plan with a small impact to twenty-six (26) employees. The current VSP Signature Plan would increase \pm five (5%) percent or the plan could be changed to VSP Choice at a reduced cost with only two differences; a minimal reduction in the frame discount and no option for sunglasses. Mr. Schultz noted the \pm five (5%) percent increase on the VSP Signature Plan would be recommended at renewal even if the group does not separate.

A motion was by Dr. Sixkiller and seconded by Mr. Roberts to confirm and to continue Courtside Benefits Group, LLC, Kurt Schultz President, of Tulsa, Oklahoma as the Municipal Utility Board's Agent

of Record for health, dental, accidental death and dismemberment, long-term disability, Wageworks benefits/cobra services, AFLAC, and vision employee benefits. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, and Harris Nay – none

The Board recognized Mr. Steve Powell who reported the Draft ODEQ Application for Permit to Discharge, for the Pryor Creek Wastewater Treatment Facility has been developed and is under review by Mr. Mike Peters, Mr. Jared Crisp, and Mr. Gary Pruett with a September 25, 2017 deadline to respond in writing with any questions or comments. Phase II of the ODEQ Application for Permit to Discharge will be the public hearing phase and can take forty-five to sixty (45-60) days.

Mr. Steve Powell also reported the contractor, R. W. Vaught Technical Services, still has not started work 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. Mr. Powell has been unable to confirm the reason for the extended delay and if work has not begun by the next Board Meeting, Mr. Powell will prepare an optional recommendation to complete the project for consideration by the Board.

The Board recognized Mr. Pruett who discussed and recommended the proposal from Jaybelle Construction to provide construction services for Project #17-5, Waterline Replacement along Graham Avenue at a cost of \$6,600.00 for four hundred (400') feet (\$16.50 per linear foot of limestone) at a depth of four (4') feet. Mr. Pruett believes Jaybelle can open the ditch in limestone in two to four (2-4) days and our crew would require three weeks if our equipment could withstand the abuse.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to allow Jaybelle Construction to provide construction services for Project #17-5, Waterline Replacement along Graham Avenue at a cost of ± \$6,600.00 (\$16.50 per linear of foot of limestone) at a depth of four (4') feet. MOTION CARRIED. Votes cast as follows: Ayes –Sixkiller, Roberts, Mitchell, and Harris Nay – none

The Board recognized Mr. Jared Crisp who reported one complete ornamental street light globe replacement cost of ± \$750.00. Our electric crew replaced an ornamental street light, located behind City Hall, with an LED bulb and an acorn at a cost of ± \$240.00 and requested those attending to view the light difference to the other ornamental street lights. Grand River Dam Authority fiscal year is January 1 – December 31 and they have earmarked funds for the Municipal Utility Board during fiscal year 2017 and fiscal year 2018. Depending on the earmarked funds, the 2017 fiscal year allotment from GRDA could be used to replace about ± thirty (30) ornamental street lights with new LED bulbs and acorns for the beautification of Main Street. Mr. Travis Willis, Electric Department Foreman, stated his crew could replace an ornamental street light bulb in about fifteen (15) minutes and would not have a problem scheduling this project. Mr. Gary Pruett added, the 2018 fiscal year allotment from GRDA could be used to help replace the Main Street intersection lights with the

more efficient LED bulbs and further improve the lighting and beautification of Main Street.

The Board recognized Mrs. Teri Hill who presented a written report that included the necessary justification requested by the RCB Call Center in conjunction with Agenda Item 6e. When the agreement was made with RCB Bank in July 2015, the average participation was 585 customers and the average receivable total was \$95,000.00. Due to the additional participation of customers including one (1) large housing complex she has deemed it is necessary to permanently increase the ACH (Automated Clearing House) direct deposit limit from \$150,000 to \$250,000. Mrs. Lorri Mitchell added this is a security requirement initiated by the Automated Clearing House (ACH) policies to protect the electronic network for financial transactions in the United States.

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

Mr. Pruett recommended the Board declare the items listed on Exhibit "A" as surplus and offer it for sale to the highest bidder through the use of "sealed bids".

A motion was made Ms. Mitchell and seconded by Dr. Sixkiller to declare the Exhibit "A" equipment listed as surplus and offer it for sale to the highest bidder through the use of "sealed bids". MOTION CARRIED. Votes cast as follows: Mitchell, Sixkiller, Roberts, and Harris Nay – none

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve the necessary requirements to permanently increase the ACH (Automated Clearing House) direct deposit limit from \$150,000 to \$250,000. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Sixkiller, and Harris Nay – none

There was no unfinished or new business discussed.

The Board recognized Mr. Fred Sordahl who reported he had been in conversations with Mr. Kim Ritchie regarding the scheduling of a date to complete Mr. Jerry Douglas's deposition for case number CV-2016-81 filed in the District Court of Mayes County. Mr. Sordahl also acknowledged the void at the Board Table created by the passing of Dr. Robert Lindsey who served the Board since July 1, 1976.

Regretfully, Mr. Pruett requested the Board Members to submit possible candidates for consideration in filling the Board Member vacancy.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 7:57 o'clock p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, and Harris Nay – none


Chairman


Secretary

2 October 2017

THE FOLLOWING CLAIMS ARE PRESENTED TO THE MUB FOR EXAMINATION
AND APPROVAL; SUBJECT TO TAXES, CREDITS, ETC.:

CL#	NAME	PO#/DESCRIPTION	AMOUNT
294	Payroll	A0917231 Payroll Ending 20 September 2017	59,484.02
295	RCB Bank-Pryor	FICA-\$10,732.96 MED-\$2,510.08 FED-\$8,251.80	21,494.84
296	Oklahoma Tax Commission	SWH Payroll Ending 20 September 2017	2,753.00
297	Red Crown Credit Union	Payroll Deduction Ending 20 September 2017	3,175.00
298	Oklahoma Centralized Support Registry	Payroll Deduction Ending 20 September 2017	203.97
299	Principal Financial Group	457 Retirement Savings for September 2017	10,181.34
300	Principal Financial Group	457 Loan Repayment for September 2017	537.84
301	Principal Financial Group	Regular Retirement for September 2017	19,187.93
302	Oklahoma Tax Commission	Sept 2017 Actual & October 2017 Estimated Sales Tax	43,931.30
303	AFLAC	Payroll Deduction for September 2017	1,273.92
304	Arkansas Electric Cooperative Inc.	20175193; CCP, Bid #902, Electric Material	3,484.58
305	Accurate Environmental LLC	A0917226; Water Samples	112.50
306	Action Awards & Screen Printing	20178378; Employee t-shirts	1,697.00
307	CBI Wholesale Electric, LLC	20179418; Elliott Street Traffic Light Relay	62.37
308	C & R Oil Co., Inc.	20179414; Fuel	2,858.58
309	Office Everything of Pryor	A0917220; Office Supplies & Shipping Fee	129.41
310	Green Country Testing, Inc.	20179408; Testing	390.00
311	Green Country Testing, Inc.	20179425; Testing	320.00
312	Jaybelle Construction, LLC	A0917230; Project #17-5 Limestone Ditch	6,600.00
313	Kriz-Davis Company	20175217; CCP, FR Sweatshirts	1,728.24
314	Kriz-Davis Company	20178371; Ornamental LED bulb and globe	236.50
315	Mid America Outfitters	20179410; Rasco FR Hats	143.96
316	Mike's Tire & Car Care	20179423; Tires for Trk #7 and Trk #17 flat repair	623.56
317	Northern Safety & Industrial	20179404; Raingear; D. Dixon & C. Grass	306.66
318	OfficeSupply.com	20179402; 15 gallon Trash bags	52.92
319	Oklahoma Natural Gas Company	Transportation Fee for August 2017	6,040.07
320	Poly Pro Inc.	20179415; Mini Mac Tool Repair	127.50
321	Pryor Stone	20179424; Project #17-5 Screenings	159.30
322	Sadler Paper Company	A0917235; Janitorial Paper Supplies	86.49
323	ATC Group Services, LLC	20179413; Testing	1,532.00
324	Sherwin-Williams	20179419; Paint and Brushes	125.48
325	Techline Inc.	20178377; High Pressure Sodium Bulbs	84.96
326	U S Cellular	Cellular Service for September 2017	619.13
327	Core & Main LP (Formerly HD Supply)	20179407; Permatex Pipe Dope	178.68
328	Core & Main LP (Formerly HD Supply)	20179409; Tapping Saddle	54.50
329	Wal-Mart Community/SYNCB	20179416; Office and Warehouse Supplies	125.92
330	Dearborn National Life Insurance Co.	Group LTD Coverage for October 2017	1,179.76
331	Municipal Utility Board	Petty Cash	274.62
332	Municipal Utility Board	Utility Service for September 2017	15,146.52
333	Pryor Printing Inc.	A0917236; Daily Utility Deposit Record Books	118.28
334	Technical Programming Services Inc.	A0917225; Bill/Late Message Print/Mailing for Sept 2017	1,971.68
335	Tulsa Motor Acceptance, LLC	A0817209; Garnishment, J. Richford	167.31
336	Alpha & Omega Homes	A0917234; Refund on Gas Bore, Misc. Receipt #43809	50.00
337	Moore, Hannah	A0917232; Reimbursement, Travel to Incode Training	148.62
338	Stout, Ryan E.	A0917233; Reimbursement, Safety Glasses & Exam	176.00
339	Green Country Surveying, PLLC	A0917237; Survey Fee, Project #17-11	300.00
TOTAL			209,636.26

9-21-2017 12:39 PM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 9/22/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	17	19,873.40
DIRECT DEPOSIT REGULAR CHECKS:	34	39,610.62
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	51	59,484.02

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 9-7-17 TO 9-20-17

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: Jerri M. Hill for Gary Pruett
GENERAL MANAGER

APPROVED: Garry Harris by Jmb
CHAIRMAN

PO# A0917-231

claim # 294