



October 2, 2017

The Municipal Utility Board met in a Regular Session at 7:00 o'clock p.m. on Monday, October 2, 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.

The Board recognized Mr. Gary Pruett who discussed an increase to Bid# 902 Electric Material, Line item 25 in the amount of \$3.80 due to an additional 3 pounds more of wire than bid. The increase brings the new total to \$39,646.29.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to approve the minutes of the Regular Meeting held September 18, 2017 and an increase to Bid# 902 Electric Material, Line item 25 in the amount of \$3.80 due to an additional 3 pounds more of wire than bid. The increase brings the new total to \$39,646.29. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #294 - #339 totaling \$209,636.26 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Harris, and Sixkiller. Nay – none

The Board recognized Mr. Steve Powell, PE of Infrastructure Solutions Group. Mr. Powell reported on the process regarding the Project Cost Estimate for the Pryor Creek STP Sludge Removal from Lagoon at the Wastewater Treatment Plant. Mr. Pruett added that the sludge removal process has only been performed two (2) other times since the plant was brought online in 1989. Mr. Pruett informed the Board this was not a capital improvement project and it would be placed under operations and maintenance or unrestricted reserves.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to authorize the engineer and staff to solicit bids for the removal and disposal of sludge from the onsite lagoon at the Wastewater Treatment Plant. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Harris, Sixkiller, and Roberts. Nay – none

The Board recognized Mr. Pruett who reported the contractor, R. W. Vaught Technical Services, has withdrawn their bid for work on the connection of the new fiber optic cable between the 9<sup>th</sup> Street Lift Station and the Wastewater Treatment Plant which will enable the internet and telephone service at the plant. Mr. Pruett and Mr. Powell recommended the Board reject the bid of RW Vaught Technical Services and award the bid to Fiber Interactive Technologies, LLC in the amount of \$15,541.13.

Mr. Pruett presented a photo of the completed Pryor Substation #3 to the Board that Phillip Carroll, Vice President of the Power Group for Finley Engineering presented to the Municipal Utility Board.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to reject the bid of RW Vaught Technical Services and award the bid to Fiber Interactive Technologies, LLC in the amount of \$15,541.13. MOTION CARRIED. Votes cast as follows: Ayes – Harris, Sixkiller, Roberts, and Mitchell. Nay – none

The Board recognized Mr. Jared Crisp who reported that Mr. Rick Oxford of the Water/Sewer Department has been off work for the past 142 days since being injured. Mr. Oxford returned to work October 2, 2017. Mr. Crisp stated he has been assisting Gas Foreman, Roger Eichelberger with updating Emergency Gas Procedures. He also added that he received a Safety Grant for the Utility Warehouse from OMAG. The Municipal Utility Board can apply every two (2) years and the grant matches 2 to 1 from OMAG up to \$2,000.00. His plans are to remodel the existing bathroom and to install an Emergency Station that would include an eye wash and shower station as well as purchase a cabinet for Gas Cans and a Gas Detector for Confined Spaces. Mr. Crisp is working to change safety procedures since the accident involving Mr. Cowan and Mr. Oxford.

The Board recognized Mrs. Hannah Moore who reported for Mrs. Teri Hill who was absent. Mrs. Hill wanted to inform the Board that we are enrolled in Tyler Technologies' Disaster Recovery Support service. During the recent historic hurricane season that has impacted hundreds of their clients, Tyler Technologies was able to provide efficient technical support so that we may implement Multi-pay in Incode. Mrs. Moore presented a written report and thanked the Board and staff for the opportunity for her and Mrs. Shelly Hammer to attend the Regional Incode Training sessions in McAlester, Oklahoma.

A written Department Foreman's Report was presented with one comment. Mr. Pruettt stated there is a Relief Valve issue at our regulator station at 5<sup>th</sup> and Adair and has an estimated cost of \$5,000.00 from KGM to replace it.

Mr. Pruettt recommended Mr. James Cox to Regular Employee with the promotion to First Year Apprentice Lineman, Non-Merit effective 5 October 2017. He stated Mr. Cox has proven to be a valuable employee and has shown adaptability and willingness to embrace new processes.

A motion was made Mr. Roberts and seconded by Ms. Mitchell to approve Mr. James Cox to Regular Employee with the promotion to First Year Apprentice Lineman, Non-Merit (\$20.44 to \$22.63 per hour) effective 5 October 2017. MOTION CARRIED. Votes cast as follows: Sixkiller, Roberts, Mitchell and Harris. Nay – none

There was no unfinished or new business discussed.

The Board recognized Mr. Ben Sherrer who had nothing to report.

A motion was made by Mr. Roberts and seconded by Mr. Sixkiller to adjourn at 7:40 o'clock p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Harris, and Sixkiller. 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
340	Payroll	A1017241; Payroll Ending 4 October 2017	61,889.50
341	RCB-Pryor	FICA-\$10,969.22 Med-\$2,565.40 Federal \$7,413.73	20,948.35
342	Oklahoma Tax Commission	SWH; Payroll ending 4 October 2017	2,669.00
343	Red Crown Credit Union	Payroll Deduction Ending 4 October 2017	3,175.00
344	Oklahoma Centralized Support Registry	Payroll Deduction Ending 4 October 2017	556.51
345	Oklahoma Employment Security Comm.	3rd Qtr. 2017 Unemployment Tax Fee	486.72
346	Accurate Environmental, LLC	A1017252; Water Samples	112.50
347	AutoZone, Inc.	201710442; Vehicle & Equipment Maintenance	382.53
348	Brenntag Southwest, Inc.	20179411; Chlorine and Sulfur Dioxide	1,362.62
349	Bank of America Lockbox Service; CNEG	Purchased Gas for September 2017	19,426.74
350	CBI Wholesale Electric, LLC	20179427; Garage Supplies & Material	272.11
351	Chouteau Lime Company	201710433; Weed Killer for Trk #16	460.00
352	CINTAS Corporation 063	201710445; Uniform Rental for September 2017	1,817.52
353	CINTAS Corporation First Aid & Safety	201710441; First Aid Supplies	102.11
354	C & R Oil Co., Inc.	201710440; Fuel	801.20
355	C & R Oil Co., Inc.	201710452; Fuel	1,617.11
356	Office Everything of Pryor	A1017253; Office Supplies	57.24
357	Wesco Distribution Inc. DBA Diversified Electric	20174188; CCP, Restocking Fee	38.40
358	Enviro-Tec America	201710449; SIR Reports for September 2017	75.00
359	The Flower Shop, LLC	A1017243; Memorial Plant, R. Morris	50.00
360	Grand River Dam Authority	Purchased Electric for September 2017	557,568.72
361	P & K Equipment	201710434; Equipment Maintenance and Small Tools	84.33
362	J. Harlen Co., Inc.	20179426; Equipment Replacement, 60-inch Pole Tamp	1,550.03
363	ISCO Industries	20179412; Material & Supplies	339.40
364	Locke Supply Co.	201710430; Material & Supplies	42.99
365	Mehlbürger Brawley	A1017249; Engineer Services for September 2017	920.00
366	Northwest Transformer Co., Inc.	201710451; Transformers	1,473.00
367	O'Reilly Auto Parts	201710438; Small Tools and Vehicle Maintenance	108.18
368	Oklahoma Ordnance Works Authority	Purchased Water for September 2017	58,055.06
369	Poly Pro Inc.	201710429; Adapters	251.00
370	PowerLine Industries Inc.	20179421; Equipment Maintenance	284.25
371	Pryor Automotive Supply	201710435; Vehicle and Equipment Maintenance Supplies	614.71
372	Pryor Stone	201710439; Gravel	1,242.00
373	Pryor Waste Recycling, LLC	Refuse Billing for September 2017	88,033.26
374	Professional Pest Control Co. Inc.	A1017250; Quarterly Pest Control, City Hall Downstairs	65.00
375	Pryor Lumber Co., Inc.	201710437; Material & Supplies	145.61
376	Mayes County RWD #4	WWTP Water Service, September 2017	84.93
377	Signal Service Company	201710431; Traffic Light Maintenance	265.70
378	The Paper	A1017251; Legal Publication, Surplus Sealed Bids	109.42
379	Tractor Supply Credit Plan	20179422; Material & Supplies	1,045.76
380	Uline Supply Specialists	201710432; Ice Scoops	25.02
381	United Healthcare	Group Medical Coverage for November 2017	47,775.66
382	Warren CAT	20179401; Equipment Maintenance, Backhoe	588.92
383	Core & Main LP	20179420; Small Tool; Spa Pump	885.00
384	CINTAS Corporation First Aid & Safety	A1017242; First Aid Supplies	88.65
385	Ben Sherrer Law Office, P.C.	A1017238; Attorney Fees for September 2017	200.00
386	Beasley & Company	A1017247; Quarterly Retirement Plan TPA Service Fee	1,250.00
387	Fred H. Sordahl Inc., PC	A1017240; Attorney Fees for September 2017	485.00
388	City of Pryor Creek	Occupational Fee for September 2017	2,866.96
389	City of Pryor Creek	A0817196; Allocation to City of Pryor Creek, Payment #3	62,500.00
390	City of Pryor Creek	Workman's Comp & Fees for August 2017	5,349.51
391	Kolker & Kolker Inc.	A1017239; FY2016-2017 Audit Preparations	5,935.00
392	Metlife	Final Payroll Deduction, October 2017	46.58
393	Municipal Utility Board	Refuse Billing Fee for September 2017	5,733.92
394	Oklahoma Municipal League	A0817188; OML Conference Registration, G. Pruet	230.00
395	Pryor Printing	A1017246; Envelopes, Cash and #10 Window	585.14
396	Ink Images	A1017248; Pipeline Emergency Mailer (4,500)	1,350.00
397	Technical Programming Services Inc.	A0917225; Bill Print & Mailing for September 2017	1,301.05
398	WA-RO-MA d/b/a/ C.A.R.D.	Share the Comfort, September 2017	119.69
399	VISA Control Account	A1017244; Equipment Maintenance & Travel	609.52
400	Tulsa Motor Acceptance, LLC	A0817209; Garnishment, J. Richford	167.31
401	ABS Communications Inc.	A1017254; Five (5) iPhone 7 Cases & One iPhone 8 Case	479.88
TOTAL			<u>967,156.32</u>

10-05-2017 9:46 AM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 10/06/2017

\*\*\* REGISTER TOTALS \*\*\*

REGULAR CHECKS:	18	19,783.05
DIRECT DEPOSIT REGULAR CHECKS:	37	42,106.45
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	55	61,889.50

\*\*\* NO ERRORS FOUND \*\*\*

\*\* END OF REPORT \*\*

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR  
DATE: FROM SEP 21, 2017 TO OCT 4, 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 Penett  
GENERAL MANAGER

APPROVED: Garry Harris by HM  
CHAIRMAN

PO# A1017-241

CLAIM# 340