



December 4, 2017

The Municipal Utility Board met in a Regular Session at 7:00 o'clock p.m. on Monday, December 4, 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. Ken Rains, Ms. Lorri Mitchell, Dr. Art Sixkiller, and Mr. Mark Roberts.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held November 20, 2017. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #530 - #564 totaling \$262,487.57 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

The Board recognized Mr. Chris Calvert and Mr. Travis Willis who had no comments.

The Board recognized Mr. Steve Powell who reported eight (8) contractors attended the November 21, 2017, Lagoon Sludge Removal Pre-Bid meeting which included a tour of the site at the wastewater treatment plant. After the pre-bid meeting, an Addendum was issued to address the method used for the bid and the bid opening was scheduled for 2 o'clock p.m. on December 6, 2017, in the Municipal Utility Board Room.

The Board recognized Mr. Gary Pruettt who recommended the Municipal Utility Board observe the Christmas Eve and Christmas Day Holidays on December 25 & 26, 2017 (Monday and Tuesday) to allow staff to complete the Regular December Billing before the holiday.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell for the Municipal Utility Board to observe the Christmas Eve and Christmas Day Holidays on December 25 & 26, 2017 (Monday and Tuesday) to allow staff to complete the regular billing before the holiday. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, Sixkiller, and Harris Nay – none

Mr. Pruettt discussed the replacement of Truck #10 in the Gas Department which is a 2017-2018 budget item and changes in the 2018 Oklahoma State Contract. Mr. Pruettt recommended a 2018 Ford F150 4x4 extended cab pickup be purchased through the Oklahoma State Contract from John Vance Auto Group, located in Guthrie, Oklahoma, at the cost of \$27,309.50.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to replace Truck #10 in the Gas Department with a 2018 Ford F150 4x4 extended cab pickup to be purchased through the Oklahoma State Contract from John Vance Auto Group, located in Guthrie, Oklahoma, at the cost of \$27,309.50. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Rains, Mitchell, and Harris Nay – none

Mr. Pruett deferred the discussion of the selection of a telephone service provider for the Municipal Utility Board to Mr. Jared Crisp.

Mr. Crisp reported AT&T did not provide a quote for the Municipal Utility Board to retain our current telephone service separated from the City of Pryor Creek Plexar System. Mr. Crisp discussed the quotes received from Cox Communication, Fiber Interactive Technologies, and Dee's Communication then recommended using the current telephone systems at 12 North Rowe Street, Suite A and the Pryor Warehouse (7 West Graham Avenue).

The Board recognized Mr. Chris Calvert of Fiber Interact Technologies who discussed his previous quote and requested the opportunity to provide a service agreement using the current telephone systems at 12 North Rowe Street, Suite A and the Pryor Warehouse (7 West Graham Avenue).

After some discussion, a motion was made by Dr. Sixkiller and seconded by Dr. Rains to table Agenda Item 5c to the next Board Meeting. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Pruett presented the 2016 Oklahoma Average Revenue per kWh in cents provided by the American Public Power Association (APPA) which included Public Owned, Investor-Owned, and Cooperative providers. This report revealed in 2016 the Pryor Municipal Utility Board was below the Oklahoma average revenue (in cents).

The Board recognized Mr. Jared Crisp who discussed the coin presented to each Board Member from the GREC (Grand River Energy Center) Dedication.

The Board recognized Mrs. Teri Hill who reported RCB Business Development Staff provided additional check scan training in our business office today. She also reported Mr. John Hawkins and Representatives from Beasley and Company (our third party retirement administrators) will be meeting with MUB employees on December 6, 2017 to discuss the Money Purchase Retirement Plan, the 457 Retirement Savings Plan, and the new fee schedules.

A written Department Foreman's Report was presented with Mr. Pruett noting the correction on the report in the Water section.

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 7:26 o'clock p.m. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, 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
565	Payroll	A1217303; Payroll ending 13 December 2017	60,995.21
566	RCB-Pryor	FICA-\$10,848.90 Med-\$2,537.22 Federal \$7,811.25	21,197.37
567	Oklahoma Tax Commission	SWH; Payroll ending 13 December 2017	2,666.00
568	Red Crown Credit Union	Payroll Deduction Ending 13 December 2017	3,225.00
569	Oklahoma Centralized Support Registry	Payroll Deduction Ending 13 December 2017	556.51
570	AFLAC	Payroll Deduction for December 2017	1,273.92
571	Arkansas Electric Coop., Inc.	201711486; Bid #906, Electric Material	4,976.84
572	Arkansas Electric Coop., Inc.	201711486; Bid #906, Electric Material	4,313.12
573	Accurate Environmental, LLC	A1217304; Water Samples	112.50
574	Action Awards & Screen Printing	201711509; Work Shirts, T. Ables	84.00
575	AutoZone Inc.	201712523; Small Tools, Trk #1	118.19
576	Constellation Newenergy-Gas Div., LLC	Purchased Gas for November 2017	75,993.66
577	CINTAS Corporation 063	201712529; Uniform Rental for November 2017	2,139.88
578	CINTAS Corporation First Aid & Safety	201712512; First Aid Supplies	83.93
579	C & R Oil Co., Inc.	201712535; Fuel	2,050.63
580	C & H Sales and Service Company, Inc.	201711495; Transformer Testing	1,955.00
581	Dataflow	A1217299; W-2 Forms, Transmittals & 1095-C ACA Forms	218.39
582	Enviro-Tec America	201712531; SIR Reports for November 2017	75.00
583	ABS Communications Corporate	201711508; Phone Charging Cord, K. Smith	24.99
584	Grand River Dam Authority	Purchased Electric for November 2017	331,089.43
585	P & K Equipment	201712513; Small Tool, Chainsaw and Oil for Trk #16	315.83
586	P & K Equipment	201712537; Equipment Maintenance, Gator	340.16
587	Heath Consultants Incorporated	201711496; Odorator Testing and calibration	404.50
588	JL Matthews Company, Inc.	201712514; Small Tool, Little Mule Wire Grips	241.34
589	JL Matthews Company, Inc.	201712515; Small Tool, Payroll Deduction, B. Childers	91.90
590	JL Matthews Company, Inc.	201712525; Fall Restraints, B. Childers	542.77
591	Airgas USA, LLC	201712518; Shop/Garage Supplies	209.34
592	Kriz-Davis Company	201711483; Bid #906, Electric Material	589.62
593	Locke Supply Company	201712516; Material & Supplies	227.27
594	Mike's Tire & Car Care	201712534; Vehicle Maintenance, Trk #17	32.00
595	Northwest Transformer Co., Inc.	201712530; Material & Supplies	2,157.00
596	Pikepass Government Account Services	A1217307; Turnpike Fees for November 2017	38.75
597	O'Reilly Auto Parts	201712526; Vehicle and Equipment Maintenance	721.97
598	Pryor Automotive Supply	201712522; Vehicle and Equipment Maintenance Supplies	859.63
599	Pryor Stone	201712520; Stockpile Gravel	1,142.40
600	Pryor Waste Recycling, LLC	Refuse Billing for November 2017	87,952.80
601	Pryor Lumber Co., Inc.	201712527; Material & Supplies	1,091.56
602	Mayes County RWD #4	WWTP Water Service, November 2017	17.00
603	Roberts Auto Center	201712536; Vehicle Maintenance, Trk #22	66.60
604	Sadler Paper Company	A1217302; Cleaning and Paper Supplies	133.92
605	Southeastern Testing Laboratory, Inc.	201711476; Gloves	644.65
606	Southwest Distributing	201712528; Vehicle Maintenance, Trk #13	425.25
607	Stuart C. Irby Co., Inc.	201711485; Bid #906, Electric Material	5,194.83
608	Signal Service Company	201712538; Equipment Maintenance, Traffic Lights	1,153.61
609	Techline Inc.	201711484; Bid #906, Electric Material	2,164.74
610	Tractor Supply Credit Plan	201712521; Maintenance and Supplies	186.69
611	Wallpaper & More/The Gallery	A1217305; Frame Work	68.27
612	Core & Main LP	201711500; Material & Supplies, Honda Pump for Trk #4	88.39
613	Core & Main LP	201711503; Lube and Spa Pump for Trk #7	950.00
614	Core & Main LP	201712510; Water Pump for Trk #4	399.07
615	White Star Machinery	201711505; Equipment Maintenance, Trackhoe	1,259.95
616	White Star Machinery	201712524; Equipment Maintenance, Trackhoe	126.92
617	Absolute Technologies	A1217310; Toner and two (2) Wireless Keyboard/Mouse	480.98
618	Fred H. Sordahl Inc., PC	A1217300; Attorney Fees for November 2017	260.00
619	Advantage Testing	A1217306; Pre-Employment Testing, T. Ables	60.00
620	City of Pryor Creek	Occupational Fee for November 2017	2,864.47
621	City of Pryor Creek	AT&T Telephone Service for November 2017	309.97
622	City of Pryor Creek	Workman's Comp & Fees for October 2017	5,890.01
623	City of Pryor Creek	A0817196; Allocation to City of Pryor Creek, Payment #5	62,500.00
624	Kolker & Kolker Inc.	A1217301; Consultant Fees for November 2017	385.00
625	Municipal Utility Board	Refuse Billing Fee for November 2017	5,728.95
626	Municipal Utility Board	Petty Cash	826.35
627	Postmaster	A1217308; Annual Post Office Box Fee for Box 249	274.00
628	Technical Programming Services Inc.	A1117291; Late Message Print/Mailing, November 2017	302.83
629	Technical Programming Services Inc.	A1217298; Bill Print/Mailing, December 2017	739.98
630	WA-RO-MA d/b/a/ C.A.R.D.	Share the Comfort Collections for November 2017	86.21
631	Tyler Technologies, Inc.	A1217311; Annual DDRS Maintenance for CY2018	2,000.00
632	VISA Control Account	A1217312; Training and Travel	219.54
TOTAL			<u>705,916.59</u>

12-14-2017 10:29 AM

PAYROLL CHECK REGISTER

PAGE: 2

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

PAYROLL DATE: 12/15/2017

*** REGISTER TOTALS ***

REGULAR CHECKS:	16	18,478.99
DIRECT DEPOSIT REGULAR CHECKS:	35	42,516.22
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	51	60,995.21

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 11-30-17 TO 12-13-17

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 Pruett
GENERAL MANAGER

APPROVED: Garry Harris by Smh
CHAIRMAN

claim # 565

PO # A 1217-303