



April 16, 2018

The Municipal Utility Board met in a Regular Session at 7:00 o'clock p.m. on Monday, April 16, 2018, 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. Ken Rains, Mr. Mark Roberts, and Dr. Art Sixkiller.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held April 2, 2018. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #995 - #1060 totaling \$773,502.53 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

Ryan Stout was the only guest in attendance.

The Board recognized Mr. Steve Powell who reported on the North Elliott Street Water Tower Re-Painting. The bid advertisement was printed in The Paper on April 15, 2018 and will print again on April 22, 2018. He already had several inquiries from contractors so he is expecting a competitive bid.

Mr. Powell is preparing a draft to review with Staff on the cost to purchase and install another Muffin Monster sewage grinder at the 9th Street Lift Station to help maximize the life expectancy of the existing pumps.

Mr. Powell updated the Board on the Sludge Removal and Disposal at the Wastewater Treatment Plant.

Mr. Powell is planning to work on an alternate easement route for the gas and water line extensions from Southeast 49th Street to Oakwood Drive since the Corp of Engineers Environmental Group denied our request for an easement across their property.

The Board recognized Mr. Gary Pruett who reported no action is necessary on Agenda Item 5a. (*A change order with Tonto Environmental, LLC on the Sludge Removal and Disposal at the Wastewater Treatment Plant.*)

Mr. Pruett reported he will be attending the (Municipal Electric Systems of Oklahoma, Inc.) MESO Annual Public Power Conference in Tulsa, Oklahoma on April 22-24, 2018, with Mr. Jared Crisp, Mr. Travis Willis, and Mrs. Jennifer Adams. The GRDA Customer Group will also meet with (Grand River Dam Authority) GRDA

Representatives during the conference. Mr. Pruett also discussed the "Small Cell Technology Legislation" and the concerns of the GRDA Customer Group and MESO Members if the current telecom push to locate their technology on municipal electric distribution poles is approved.

The Board recognized Mr. Crisp who discussed the limited selection for jeans from the uniform contractors and the consideration of bringing back the previous clothing reimbursement that allows the employees to select their style preference. Mr. Crisp recommended revising the annual \$300.00 Clothing Allowance Benefit to include the gas, water, and treatment plant personnel with the administrative personnel beginning with the new fiscal year (July 1, 2018). The Electric Staff would be required to use their clothing allowance on fire-retardant (FR) clothing in compliance with the Arc Flash Protection Policy. Therefore he recommended the Annual Clothing Allowance Benefit for the electric personnel be \$500.00 beginning with the new fiscal year (July 1, 2018). His recommendations would not increase the current uniform and clothing budget. Mr. Crisp is giving the current contractor, CINTAS Corporation, the required sixty (60) day notice to discontinue providing service when the contract ends June 24, 2018, and is preparing a new Uniform Bid Contract that would not include jeans.

Mr. Crisp discussed allowing personnel to volunteer to participate in a community activity that would use the MUB canopy and hand-out miscellaneous items with the MUB logo printed on them. Personnel would not receive any compensation nor be required to participate in the Third Thursday Block Party sponsored by Pryor Main Street Inc. beginning in June and ending in October. The Board expressed pleasure in the employees wanting to make MUB present in a community activity.

Mr. Crisp also reported Mr. Ryan Stout established a Facebook Page for the Municipal Utility Board and recently granted administrative rights to Mrs. Jennifer Adams and Mrs. Hannah Moore who will frequently share information on the page to be more present in the community.

The Board recognized Mrs. Teri Hill who reported on the introduction of the OK-W-4 form by the Oklahoma Tax Commission in response to changes in the federal tax law. The new federal tax brackets may impact the Oklahoma Individual Income Tax liabilities and employers were encouraged to advise new and current employees of the new form. The new OK-W-4 form will allow employees to make changes to their Oklahoma withholding without changing their IRS W-4 form.

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

Mr. Pruett discussed and recommended the promotion of Mr. Travis Whitenack to "B" Mechanic with Merit effective April 19, 2018.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the promotion of Mr. Travis Whitenack to "B" Mechanic with Merit (\$20.44 per hour to \$20.90 per hour) effective April 19, 2018. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Pruett discussed and recommended the purchase of an Altec Model LR7-58 Articulating Telescopic Aerial Devise with Chip Dump Body on a 2019 Freightliner M2-106 Regular Cab 4x2 Truck through the National Joint Powers Alliance from Altec Industries, Inc. at the cost of \$138,972.00 and a possible delivery date in May 2018.

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to approve the purchase of an Altec Model LR7-58 Articulating Telescopic Aerial Devise with Chip Dump Body on a 2019 Freightliner M2-106 Regular Cab 4x2 Truck through the National Joint Powers Alliance from Altec Industries, Inc. at the cost of \$138,972.00 and a possible delivery date in May 2018. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Sixkiller, Mitchell, Roberts, and Harris Nay – none

Mr. Pruett discussed the water and wastewater department material bid and recommended the Best Low Combination Bid #907 in the amount of \$44,743.50.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve the Best Low Combination Bid #907 in the amount of \$44,743.50. MOTION CARRIED. Votes cast as follows: Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Pruett discussed the gas department material bid including line items #13 and #28 before recommending the Best Low Combination Bid #908 in the amount of \$28,653.72.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the Best Low Combination Bid #908 in the amount of \$28,653.72. MOTION CARRIED. Votes cast as follows: Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

There was no unfinished or new business to discuss.

There was no Attorney's report.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to adjourn at 7:42 o'clock p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none


Chairman


Secretary

May 7, 2018

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
1061	Payroll	A0518090; Payroll ending April 18, 2018	58,742.25
1062	RCB Bank-Pryor	FICA-\$10,555.24 MED-\$2,468.60 FED-\$7,067.34	20,091.18
1063	Oklahoma Tax Commission	SWH Payroll Ending April 18, 2018	2,874.00
1064	Red Crown Credit Union	Payroll Deduction Ending April 18, 2018	3,210.00
1065	Oklahoma Centralized Support Registry	Payroll Deduction Ending April 18, 2018	556.51
1066	Principal Financial Group	457 Retirement Savings; April 2018	10,569.38
1067	Principal Financial Group	457 Loan Repayment; April 2018	716.56
1068	Principal Financial Group	Regular Retirement Contribution; April 2018	19,360.84
1069	Oklahoma State Tax Commission	April 2018 Sales Tax/May 2018 Estimated Tax	43,482.23
1070	Payroll	A0518098; Payroll ending May 2, 2018	60,689.18
1071	RCB Bank-Pryor	FICA-\$10,921.70 MED-\$2,554.26 FED-\$7,568.97	21,044.93
1072	Oklahoma Tax Commission	SWH Payroll Ending May 2, 2018	2,962.00
1073	Red Crown Credit Union	Payroll Deduction Ending May 2, 2018	3,210.00
1074	Oklahoma Centralized Support Registry	Payroll Deduction Ending May 2, 2018	610.30
1075	AFLAC	Payroll Deduction for April 2018	1,403.66
1076	Altec Industries, Inc.	20184166; Equipment Replacement, Truck #16	138,972.00
1077	American Water Works Association	20184149; Material & Supplies	422.65
1078	Accurate Environmental LLC	A0418081; Water Samples	112.50
1079	Accurate Environmental LLC	A0518100; THMs and HAAs Sample Testing	745.00
1080	Tyden Brooks	20183125; Material & Supplies	1,102.89
1081	Chouteau Lime Company, Inc.	20185190; Material & Supplies	522.40
1082	Cintas First Aid & Safety Corporation	20184167; First Aid Supplies	90.58
1083	Cintas First Aid & Safety Corporation	A0418089; First Aid Supplies for April 2018	60.20
1084	C & R Oil Co., Inc.	20184174; Fuel	1,436.48
1085	C & R Oil Co., Inc.	20185188; Fuel	2,641.05
1086	Community Care HMO Inc.	Group Medical Coverage for May 2018	40,136.13
1087	Office Everything of Pryor	A0418088; Shipping Fees	84.05
1088	Delta Dental of Oklahoma	Group Dental for May 2018	2,476.12
1089	Electro Industries/Gauge Tech	20184164; Shark Meter for Substation #2	773.00
1090	Enviro-Tec America	20184178; March 2018 SIR Reports	75.00
1091	Grand River Dam Authority	Purchased Electric for April 2018	351,549.60
1092	P & K Equipment	20184165; Equipment Maintenance	293.12
1093	P & K Equipment	20184186; Equipment Maintenance and Supplies	83.63
1094	Green Country Testing Inc.	20184175; Testing	795.00
1095	Groebner & Assoc. Inc.	20184171; Material & Supplies	146.50
1096	Galls, LLC	20184155; Stinger LED Flashlight	132.99
1097	Lakeland Office Systems	A0518101; Quarterly Warehouse Copies (6,951)	174.11
1098	Locke Supply Company	20184185; Material & Supplies	282.56
1099	Mehlburger Brawley	A0418071; Engineer Fee, N. Elliott Tower Re-paint, Pmt. #2	6,800.00
1100	Mehlburger Brawley	A0518099; General Engineer Fees for April 2018	1,285.00
1101	MESO/OMUSA	A0418093; 2018 Public Power Conference	1,660.00
1102	Mid-Continent Concrete Co.	20184184; Concrete	297.00
1103	Oklahoma Natural Gas Company	Transportation Fee for March 2018	2,395.01
1104	Oklahoma Natural Gas Company	Transportation Fee for March 2018	3,648.30
1105	Oklahoma Ordnance Works Authority	Purchased Water for April 2018	54,879.52
1106	Pinkley Sales Co.	2018273; Material & Supplies	3,949.49
1107	Pryor Automotive Supply	20185192; Equipment Maintenance and Supplies	453.89
1108	Pryor Lumber Co., Inc.	20185191; Material & Supplies	288.02
1109	Sadler Paper Company	A0418095; City Hall Maintenance Paper & Cleaning Supplies	104.35
1110	Tonto Environmental, LLC	A1217313; Sludge Removal & Disposal, Payment #3	15,471.35
1111	Tonto Environmental, LLC	A0318058; Clean Out Wet Wells @ 9th Street Lift Station	10,640.00
1112	The Paper	A0418094; Legal Publishing, N. Elliott Tower Re-Paint	55.55
1113	U S Cellular	A0418091; Cellular Service for April 2018	639.00
1114	Core & Main LP	20183136; Material & Supplies	558.54
1115	Core & Main LP	20184182; Material & Supplies	934.00
1116	Wal-Mart Community/SYNCB	20184177; Warehouse Supplies	70.35
1117	White Star Machinery	20184180; Equipment Maintenance	457.81
1118	Absolute Technologies	20184181; Battery Backup for North Water Tower	99.00
1119	Ben Sherrer Law Office, P.C.	A0318068; Attorney Fees for April 2018	200.00
1120	Mutual of Omaha	Group AD&D for May 2018	753.86
1121	City of Pryor Creek	AT&T Service for April 2018	215.04
1122	City of Pryor Creek	Workman's Compensation & Fees for March 2018	5,718.87
1123	Dearborn National Life Insurance Co.	Group LTD Coverage for May 2018	1,124.12
1124	Municipal Utility Board	Petty Cash	506.20
1125	Municipal Utility Board	Utility Services for April 2018	16,235.82
1126	Pryor Printing Inc.	A0418097; City Treasurer Original Receipt Books	223.81
1127	Technical Programming Services Inc.	A0418080; Bill Print/late Message Mailing for April 2018	3,730.06
1128	S Bar D, Inc.	A0418070; Pre-employment Exam, J. Armontrout	80.00
1129	Vision Service Plan	Payroll Deduction for May 2018	580.88
1130	Green Country Shredding & Recycling	A0418092; Quarterly On-site Shredding	270.00
TOTAL			926,955.42

4-19-2018 10:21 AM

PAYROLL CHECK REGISTER

PAGE: 2

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

PAYROLL DATE: 4/20/2018

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	16,588.98
DIRECT DEPOSIT REGULAR CHECKS:	35	42,153.27
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	49	58,742.25

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 4-5-18 TO 4-18-18

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: Seri M. Hill for Gary Pruett
GENERAL MANAGER

APPROVED: Darry Harris by Jmb
CHAIRMAN

PO # A0418 - 090

claim # 1061

5-03-2018 11:17 AM

PAYROLL CHECK REGISTER

PAGE: 2

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

PAYROLL DATE: 5/04/2018

*** REGISTER TOTALS ***

REGULAR CHECKS:	16	17,062.62
DIRECT DEPOSIT REGULAR CHECKS:	40	43,626.56
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	56	60,689.18

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 4-19-18 TO 5-2-18

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 Pruitt
GENERAL MANAGER

APPROVED: Danny Harris by Jimh
CHAIRMAN

PO # A0518 - 098

claim #

1070