



June 18, 2018

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

Mr. Pruet reported the following changes to Bid #909. He stated Line item 30 had an increase of \$231.90 due to receipt of 354.58 more feet of C41336 MCM ACSE wire than quoted. The new total on Bid #909 is \$88,410.58.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to accept the \$231.90 increase to Bid #909 totaling \$88,410.58 and approve the minutes of the Regular Meeting held June 4, 2018. MOTION CARRIED. Votes cast as follows: Ayes – Harris, Roberts, Mitchell, Sixkiller and Rains Nay – none

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #1233 - #1296 totaling \$1,094,525.34 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains and Harris. Nay – none

Chairman Harris recognized Pryor Creek Councilman Randy Chitwood, MUB Electric Foreman Travis Willis, and Terry Aylward of The Paper.

Chairman Harris recognized Mr. Steve Powell who reported on several projects. He began with the Grinder at the 9th Street lift station project. He stated the cut sheets on the grinder have been received and are being reviewed. He also stated they are working towards a preconstruction meeting date.

Mr. Powell reported on the N. Elliott Street Water Tower Painting and Repair project. He stated there will be a pre-construction meeting Tuesday, 19 June 2018 at 2:00 p.m.

Mr. Powell also reported on the Warehouse Lot Repair & Taylor St. Side Swale. He stated the signed contracts will be going to the contractors and they will schedule a pre-construction meeting.

Mr. Powell reported on a violation regarding a hard water test required by ODEQ per our permit. January 2018 a test for hardness of water in the perineal stream was missed. A letter has been drafted regarding the violation and has been signed and sent to ODEQ by Wastewater Treatment Superintendent Mike Peters. Mr. Powell felt confident this will remedy the issue.

Chairman Harris moved to item 5a. Mr. Gary Pruett recommended the board re-appoint Mr. Mark Roberts to a new Five-Year Term ending 30 June 2023.

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to approve the reappointment of Mr. Mark Roberts to a new Five-year Term ending 30 June 2023. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Rains, Harris and Roberts. Nay – none

Chairman Harris moved to Agenda Item 5b. Mr. Gary Pruett acknowledged the receipt of approved plans from ODEQ for the water/wastewater improvements at the Mayes County Fairgrounds. He stated the waterline project has been completed and the wastewater project is estimated to take two (2) to three (3) weeks.

Chairman Harris moved to Agenda Item 5c. Mr. Gary Pruett discussed canceling the Regular Meeting scheduled for Monday, 2 July 2018 due to the fact there would be a Fiscal Year End Special Meeting on Friday, 29 June 2018.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to cancel the Regular Meeting scheduled for Monday, 2 July 2018. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Harris, Roberts and Mitchell. Nay – none

Mr. Gary Pruett informed the Board the MUB has received notification that Oklahoma Ordinance Works Authority (OOWA) will be increasing the water rates by 3%. He further stated that he and Mr. Crisp would be meeting with OOWA to inquire as to why this rate was happening in such a short period since the last increase.

The Board recognized Mr. Jared Crisp who discussed the Budget for Fiscal Year Ending 30 June 2019. He reported that he, Mr. Pruett and Ms. Hill met with the Budget Committee members Ms. Mitchell and Dr. Rains and had finalized the budget. In his report he discussed the following key items.

- Needs for a new Dump Truck
- Rising workers Compensation costs
- Building Inspector funding of 25,000 budgeted upon approval by the Board. The city has not officially requested funds but may do so in the future.
- 4% cost of living increase beginning 12 July 2018 for all regular and probationary employees.
- 2% additional salary increase for Water/Sewer and Gas Department Foremen, Office Manager and Head Clerk positions.
- 4% additional salary increase for Electric Department Foreman and Journeyman Lineman.
- With salary adjustments, the overall increase would be approximately 4.5%.
- Merit increases in budget for year resulting in an additional \$115,000.00 to the overall budget; of that \$88,000.00 will be towards hiring a Journeyman Lineman and an Intern.

Mr. Crisp discussed the goal of competitive staff pay when comparing to other companies in close proximity. He expressed his goal to retain personnel for the stability of the MUB as a whole.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the Budget for Fiscal Year Ending 30 June 2019 as presented. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Harris, Roberts, Mitchell and Sixkiller. Nay – none

Mr. Crisp reported for Ms. Hill who was on vacation. He stated the medical insurance change to United Health Care will take effect 1 July 2018 and informed the Board of the 44 employees, 2 declined coverage, 23 employees have elected the Gold plan and 19 employees have elected the Platinum plan.

Mr. Crisp also stated that MUB and GRDA are partnering this upcoming Thursday, 21 June 2018 for the kick-off of the Third Thursday Block Party presented by Pryor Main Street. MUB and GRDA will have materials for public awareness and Ms. Jennifer Adams, Mr. Kenny Smith and Mr. Travis Willis will participate at the event from 5 to 8 p.m. on Adair Street.

Chairman Harris moved to item 6c. A written Department Foreman's Report was presented with no additional comments.

Chairman Harris moved to item 6d. Mr. Pruett stated he received no bids for Bid # 911 the Sale of Scrap Copper, Brass, Metal, Etc. No action was taken per direction of Mr. Sordahl.

Chairman Harris moved to item 6e. Mr. Pruett recommended the re-classification of Hayden Powell to Regular Employee with the promotion to 2nd year Apprentice Lineman with Merit effective 14 June 2018.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the re-classification of Hayden Powell to Regular Employee with the promotion to 2nd year Apprentice Lineman with Merit effective 14 June 2018. MOTION CARRIED. Votes cast as follows: Ayes – Harris, Roberts, Mitchell, Sixkiller and Rains. Nay – none

Chairman Harris moved to item 6f. Mr. Pruett recommended the re-classification of Mr. Alex Johnson to a Regular Employee with the promotion to Apprentice I Tree-Trimmer Non-Merit effective 14 June 2018.

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to approve the re-classification of Mr. Alex Johnson to a Regular Employee with the promotion to Apprentice I Tree-Trimmer Non-Merit effective 14 June 2018. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains and Harris. Nay – none

Chairman Harris moved to item 6g. Mr. Pruett recommended the promotion of Mr. Spencer Steffey to B-Mechanic with Merit effective 14 June 2018.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve the promotion of Mr. Spencer Steffey to B-Mechanic with Merit effective 14 June 2018. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Rains, Harris and Roberts. Nay – none

Mr. Gary Pruett recognized Ms. Hannah Moore who was filling in for Ms. Teri Hill.

There was no unfinished or new business to discuss.

The Board recognized Mr. Fred Sordahl who had no Attorney's report.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 7:35 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, 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 |
|-------|--|---|-------------------|
| 1297 | Payroll | A0618154; Payroll Ending 27 June 2018 | 65,201.23 |
| 1298 | RCB Bank-Pryor | FICA-\$11,572.16; MED-\$2,706.42; FED- \$8,172.31 | 22,450.89 |
| 1299 | Oklahoma Tax Commission | SWH Payroll Ending 27 June 2018 | 3,208.00 |
| 1300 | Red Crown Credit Union | Payroll Deduction Ending 27 June 2018 | 3,150.00 |
| 1301 | Oklahoma Centralized Support Registry | Payroll Deduction Ending 27 June 2018 | 775.24 |
| 1302 | Principal Financial Group | 457 Retirement Savings for June 2018 | 15,928.73 |
| 1303 | Principal Financial Group | 457 Loan Repayment for June 2018 | 1,039.86 |
| 1304 | Principal Financial Group | Regular Retirement for June 2018 | 28,798.01 |
| 1305 | Arkansas Electric Coop., Inc. | 20185202; Bid #909 | 203.55 |
| 1306 | Accurate Environmental, LLC | A0618140; Water Samples | 112.50 |
| 1307 | B & B Meter Service | 20186275; Material & Supplies | 2,965.50 |
| 1308 | CBI Wholesale Electric, LLC | 20186265; Small Tools, Trk #2 | 25.45 |
| 1309 | CINTAS Corporation | 20186262; First Aid Supplies | 145.55 |
| 1310 | CINTAS Corporation | A0618146; First Aid Supplies | 119.32 |
| 1311 | Clark's Upholstery | 20186266; Vehicle Maintenance, Trk #2 | 350.00 |
| 1312 | C & R Oil Co., Inc. | 20186272; Fuel | 2,618.44 |
| 1313 | Diversified Electric Supply dba WESCO Dist. Inc. | 20186261; Material & Supplies | 253.00 |
| 1314 | 4imprint Inc. | 20186236; Logo Pens for Third Thursday Activity | 421.81 |
| 1315 | Green Country Testing Inc. | 20186268; Testing | 265.00 |
| 1316 | J Harlen Co., Inc. | 20186259; Magnetic Gaff Guards, H. Powell | 26.40 |
| 1317 | Kriz-Davis Company dba Border State Ind. Inc. | 20185204; Bid #909 | 4,917.20 |
| 1318 | Mac's Hydraulic Jack Service Inc. | 20186260; Equipment Maintenance, 334D Trackhoe | 289.52 |
| 1319 | Mike's Tire & Car Care | 20186267; Vehicle Maintenance, Trk #2 | 30.00 |
| 1320 | Northern Safety & Industrial | 20186252; Rainwear for Dill, Martin, & Armontrout | 445.88 |
| 1321 | Pikepass Government Account Services | A0618147; Turnpike Fees, May 2018 | 61.10 |
| 1322 | OTC Brands, Inc. | 20186237; Supplies for Third Thursday Activity | 52.95 |
| 1323 | Stuart C. Irby Co., Inc. | 20185205; Bid #909 | 516.00 |
| 1324 | U S Cellular | A0618150; Cellular Service for June 2018 | 601.60 |
| 1325 | Core & Main | 20184168; Bid #907 | 3,800.00 |
| 1326 | Core & Main | 20186245; Labor for 6-inch Hot Tap | 400.00 |
| 1327 | Core & Main | 20186254; Reading Tubes | 114.00 |
| 1328 | Wal-Mart Community/SYNCB | 20186264; Supplies | 72.01 |
| 1329 | Ben Sherrer Law Office, P.C. | A0618153; Attorney Fee for June 2018 | 200.00 |
| 1330 | Fred H. Sordahl, Inc. | A0618152; Attorney Fee for June 2018 | 575.00 |
| 1331 | Fiber Interactive Technologies | Telephone Services for June 2018 | 141.88 |
| 1332 | Municipal Utility Board | Petty Cash for June 2018 | 269.51 |
| 1333 | Municipal Utility Board | Utility Service for June 2018 | 19,375.00 |
| 1334 | Pryor Printing Inc. | A0618149; Annual Leave Applications | 62.00 |
| 1335 | Ink Images | A0618151; Consumer Confidence Report 2017 | 938.00 |
| 1336 | Technical Programming Services Inc. | A0618141; Bill Print & Mailing for June 2018 | 752.62 |
| TOTAL | | | <u>181,672.75</u> |

6-28-2018 10:05 AM

PAYROLL CHECK REGISTER

PAGE: 2

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

PAYROLL DATE: 6/29/2018

*** REGISTER TOTALS ***

| | | |
|--------------------------------|----|-----------|
| REGULAR CHECKS: | 14 | 18,577.87 |
| DIRECT DEPOSIT REGULAR CHECKS: | 37 | 46,623.36 |
| MANUAL CHECKS: | | |
| PRINTED MANUAL CHECKS: | | |
| DIRECT DEPOSIT MANUAL CHECKS: | | |
| VOIDED CHECKS: | | |
| NON CHECKS: | | |
| | | ----- |
| TOTAL CHECKS: | 51 | 65,201.23 |

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 6-14-2018 TO 6-27-2018

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 Pruett
GENERAL MANAGER

APPROVED: Garry Harris by HM
CHAIRMAN

PO# A0618-154

Claim# 1297

June 29, 2018

Claims Contracts Pending through June 30, 2018

| PO # | BID # | COMPANY | REC'D BEFOR E INV | GL # | AMOUNT OWED |
|-----------|-------|-------------------------------|----------------------------|--------------|----------------------|
| 20182-95 | | ALTEC INDUSTRIES | N | 5160-30 | \$ 129,934.00 |
| 20184-170 | 908 | CORE & MAIN | N | 5104-10 | \$ 5,857.50 |
| 20184-172 | 908 | HG FLAKE | N | 5104-10 | \$ 567.00 |
| 20185-201 | 909 | ANIXTER, INC. | Y | 5104-30 | \$ 20,111.25 |
| | | | N | 5104-30 | \$ 142.00 |
| 20185-204 | 909 | KRIZ-DAVIS | N | 5104-30 | \$ 37,297.18 |
| 20185-206 | 909 | TECHLINE, INC. | N | 5104-30 | \$ 1,659.00 |
| 20186-263 | | STUART C. IRBY | N | 5104-30 | \$ 522.00 |
| 20186-269 | | LOCKE SUPPLY CO | Y | 5104-10 | \$ 30.55 |
| | | | | 5104-20 | \$ 61.83 |
| | | | | 5104-30 | \$ 30.46 |
| | | | | 5104-40 | \$ 30.86 |
| | | | | 5104-50 | \$ 85.10 |
| | | | | 5104-20-50 | \$ 26.95 |
| | | | | 5105-20 | \$ 33.13 |
| | | | | 5105-30 | \$ 92.21 |
| | | | | 5105-20-50 | \$ 10.79 |
| | | | | 5119-70 | \$ 27.87 |
| 20186-270 | | O' REILLY AUTO PARTS | Y | 5106-10 | \$ 14.28 |
| | | | | 5106-30 | \$ 182.17 |
| | | | | 5106-20-50 | \$ 90.98 |
| 20186-271 | | PRYOR LUMBER | Y | 5104-50 | \$ 1.58 |
| | | | | 5105-20-50 | \$ 80.03 |
| | | | | 5116-ALL | \$ 3.40 |
| 20186-273 | | PRYOR AUTOMOTIVE SUPPLY | Y | 5104-10 | \$ 7.79 |
| | | | | 5105-10 | \$ 89.27 |
| | | | | 5105-20, -50 | \$ 38.99 |
| | | | | 5106-10 | \$ 15.63 |
| | | | | 5116-ALL | \$ 58.16 |
| 20186-274 | | TRACTOR SUPPLY CO | Y | 5104-30 | \$ 36.18 |
| | | | | 5104-40 | \$ 3.99 |
| | | | | 5105-30 | \$ 19.99 |
| | | | | 5105-40 | \$ 13.99 |
| | | | | 5116-40 | \$ 37.99 |
| 20186-276 | | CINTAS CORPORATION | Y | 5110-70 | \$ 1,063.52 |
| | | | | SUBTOTAL: | \$ 198,277.62 |
| A0418-071 | | INFRASTRUTURE SOLUTIONS GROUP | N | 5113-20 | \$ 14,750.00 |
| A0518-116 | | TANKPRO, INC. | N | 5116-20 | \$ 224,230.00 |
| A0618-132 | | HOOD & ASSOCIATES, CPAs P.C. | N | 5141-70 | \$ 4,250.00 |
| A0618-133 | | TRI-STAR CONSTRUCTION, LLC | N | 5119-70 | \$ 105,355.00 |
| A0618-134 | | BETYCO, INC. | N | 5116-50 | \$ 85,798.00 |
| | | | | TOTAL | \$ 632,660.62 |