



October 1, 2018

The Municipal Utility Board met in Regular Session at 7:00 o'clock p.m. on Monday, 1 October 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.

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to accept the minutes as read for the Meeting held September 17, 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 Ms. Mitchell to approve Claims #341 - #392 totaling \$283,784.97 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains and Harris. Nay – none

Chairman Harris recognized Mr. Steve Powell who reported on several projects. He began with an update on the Wastewater Treatment Plant regarding e-coli violations and procedures. He is working on the next steps to ensure there is a plan for future needs.

Mr. Powell stated the Grinder for the 9th Street lift station project was delivered last week. Due to weather, the installation was postponed. He is hopeful that it will be installed this week, weather permitting.

Mr. Powell also reported the Warehouse Parking Lot Repair & Taylor St. Side Swale was complete and ready for use.

Mr. Powell reported on the N. Elliott Street Water Tower Painting and Repair project. He stated the project was almost complete. The tower has been painted and the Pryor Tigers decal has been placed. It is scheduled to be filled on October 2nd and then to be tested. Once testing is complete it will go back into service.

Mr. Crisp added to Mr. Powell's report by showing the Board before and after photos of the above discussed projects.

The Board recognized Mr. Jared Crisp who discussed the need to contract Jaybelle Construction, LLC for a 4" Gas Bore project along NE 1st between Ora and Bailey. He explained the benefits of using a contractor versus the MUB staff. In short the project would take two (2) days instead of three (3) weeks to complete and would maintain the area for the public in an efficient manner. Also there would not be much cost difference for a contractor to perform the work instead of MUB staff.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to award Jaybelle Construction, LLC for construction services not to exceed \$15,000.00. MOTION CARRIED. Votes cast as

follows: Ayes – Rains, Harris, Roberts, Mitchell and Sixkiller. Nay – none

Mr. Crisp discussed sending Ryan Stout to attend the OGITA Technology and Education Conference in Midwest City, Oklahoma on October 18-19, 2018 to gather with other Information Technology personnel in the state for the benefit of the Municipal Utility Board.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to allow Ryan Stout to attend the OGITA (Oklahoma Government Information Technology and Education Conference in Midwest City, Oklahoma on October 18-19, 2018 not to exceed \$300.00. MOTION CARRIED. Votes cast as follows: Ayes –Harris, Roberts, Mitchell, Sixkiller and Rains. Nay – none

Mr. Crisp discussed the pending contract with Grand River Dam Authority for fiber-optic installation, operation, and maintenance agreement. He stated it consisted of 37,000 linear feet of 96ct fiber that would connect from Substation 1 to Substation 2 then on to Substation 3 back to Substation 1. The overall project would benefit Pryor Public Schools, the City and GRDA. The Municipal Utility Board would provide the labor and GRDA would provide the materials.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to approve to sign the contract with Grand River Dam Authority for fiber-optic installation, operation, and maintenance agreement. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains and Harris. Nay – none

Mr. Crisp wanted to make the Board aware that the Excavator is in need of repair or replacement. He stated that he had the equipment estimated for repair and it would run between \$6,000 and \$7,000. He also stated the replacement was estimated at \$30,000 to \$40,000 and the trade-in value would be about \$3,000 after repairs were completed.

Mr. Crisp continued with upcoming items:

- October 9th Ms. Violet Kirkendall will be in the office to conduct the fiscal audit.
- October 10th the staff will be offered flu vaccinations at the warehouse.
- October 26th the MUB will be hosting a retirement celebration for Mr. Gary Pruett at the Graham Community Building from 3 to 5 p.m. A special meeting will have to be posted to meet the required guidelines of the Open Meeting Act.
- November 15th the staff will be receiving hearing testing.

Ms. Moore reported for Ms. Hill who was on vacation. She thanked the Board and administration for allowing her and Ryan Stout to attend the “Our Local Power” campaign roll out at OMPA at Edmond, OK on September 18th, 2018. She also thanked them for allowing her and Darla Coats with the Mayor’s Office to attend the 2018 Digital Economic Development Marketing Best Practice Workshop hosted by GRDA and Ady Advantage in Tahlequah, OK on September 27th, 2018.

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

There was no unfinished or new business to discuss.

The Board recognized Mr. Ben Sherrer who had no Attorney's report.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to adjourn at 7:35 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Rains, Harris and Roberts. 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
393	Payroll	A1018245; Payroll Ending October 3, 2018	65,784.49
394	RCB-Pryor	FICA-\$11,950.46; Med-\$2,794.84 Federal \$7,873.64	22,618.94
395	Oklahoma Tax Commission	SWH; Payroll Ending October 3, 2018	3,261.00
396	Red Crown Credit Union	Payroll Ending October 3, 2018	3,310.00
397	Oklahoma Centralized Support Registry	Payroll Ending October 3, 2018	1,030.62
398	Datamatic, Inc.	A0918215; Keyboard Covers for Meter Reading Devices	54.44
399	Accurate Environmental, LLC	A1018253; Water Samples	112.50
400	Arcman Corporation	A0718185; Meter Lamp	493.70
401	AutoZone, Inc.	201810450; Brakes, Truck #2	173.67
402	Brenntag Southwest, Inc.	201810452; Equipment Maintenance, Chlorinators	1,379.45
403	CBI Wholesale Electric, LLC	201810457; Square D Heater	32.25
404	Chouteau Lime Co., Inc.	201810441; Material & Supplies, Spray for Tree-Trimmers	460.00
405	CINTAS Corporation 063	201810446; Uniform Rental for September 2018	772.03
406	CINTAS First Aid & Safety	201810439; First Aid Supplies	100.07
407	CINTAS First Aid & Safety	A1018238; First Aid Supplies for September 2018	51.97
408	C & R Oil Co., Inc.	20189430; Fuel	3,199.07
409	Office Everything of Pryor	A1018249; Warehouse & Office Supplies	143.56
410	Dataflow Print & Design	A0918233; W3 & W2 Forms and Envelopes	93.76
411	Dolese Bros. Co.	20189427; Concrete	199.13
412	Dolese Bros. Co.	201810435; Concrete	442.50
413	Enviro-Tec America	201810434 SIR Reports for September 2018	75.00
414	Fastenal Company	20189415; Safety Glasses and Batteries	26.80
415	Finley Engineering Company, Inc.	A0818206; Milsoft Model Update, Payment #2	1,304.02
416	Finley Engineering Company, Inc.	A0818207; ArcFlash Review Update, Payment #1	3,337.62
417	Flowers by Teddie Rae	A1018243; Fresh Arrangement, D. Dunn	60.00
418	ABS Communications Corporate	20188347; Otterbox, K. Smith	39.99
419	Grand River Dam Authority	Purchased Electric for September 2018	589,394.56
420	Green Country Testing, Inc.	20189429; Testing	410.00
421	Hamill Metals	20189431; Material & Supplies	170.80
422	Airgas USA, LLC	201810453; Supplies & Cylinder Lease	664.74
423	Locke Supply	201810438; Material & Warehouse Maintenance	845.53
424	Infrastructure Solutions Group, LLC	A0418071; CCP, Engineer Fee, N. Elliott St Tower, Pmt #5	6,800.00
425	Infrastructure Solutions Group, LLC	A1018246; Engineer Fees for August & September 2018	14,502.50
426	MESO/OMUSA	A0718155; Cyber Security Training, J. Crisp & R. Stout	100.00
427	MESO/OMUSA	A1018247; JT&S Dues for 2nd Qtr. FY2018-2019	1,163.75
428	Mid-America Outfitter	20189428; FR Bibs, Coats, and Hoodie	989.94
429	Mid-America Outfitter	201810437; FR Long Sleeve Carhartt Tee's	847.49
430	Northwest Transformer Co., Inc.	20189432; Material & Supplies	1,808.00
431	OfficeSupply.com	20189426; Cleaning Supplies	602.83
432	DEQ Administrative Services A/R	201810443; B Wastewater Exam Fees, Reeves & Gilmore	124.00
433	O'Reilly Auto Parts	201810445; Material and Vehicle Maintenance	173.10
434	Oklahoma Ordnance Works Authority	Purchased Water for September 2018	67,651.22
435	Pryor Area Chamber of Commerce	A1018250; October Forum Fee	24.00
436	Pryor Automotive Supply	201810444; Equipment Maintenance and Supplies	641.13
437	Portable Restrooms of Oklahoma	201810449; Portable Restroom at Substation #3	85.00
438	Pryor Waste Recycling, LLC	Solid Waste Disposal Fees for September 2018	87,716.90
439	Pryor Lumber Co., Inc.	201810440; Material & Supplies	397.01
440	Sadler Paper Company	A1018252; Cleaning and Paper Supplies	138.67
441	Tractor Supply Credit Plan	201810451; Material & Small Tools	200.82
442	Core & Main LP	20184170; CCP, Bid #908	5,857.50
443	Core & Main LP	201810433; Paint	468.60
444	Core & Main LP	201810436; Material & Supplies	89.88
445	Core & Main LP	201810442; Material & Supplies	43.50
446	Beasley & Company	A1018242; 2nd Qtr. TPA Retirement Service Fee	1,273.00
447	Ben Sherrer Law Office, P.C.	A1018254; Attorney Fees for September 2018	322.50
448	Fred H. Sordahl, Inc. PC	A1018244; Attorney Fees for September 2018	725.00
449	City of Pryor Creek	Occupational Fee for September 2018	2,856.63
450	City of Pryor Creek	Workman's Comp and Final Audit Surcharge for August 201	8,955.45
451	City of Pryor Creek	A0718168; Allocation to City, Payment #3	62,500.00
452	Kolker & Kolker Inc.	A1018239; Consultant Fee & Audit Preparation	275.00
453	Municipal Utility Board	Solid Waste Disposal Billing Fee for September 2018	5,713.26
454	Technical Programming Services Inc.	A1018241; Cycle 3 & Late Message Print/Mailing, Sept 2018	1,692.06
455	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Collections for September 2018	73.26
456	VISA Control Account	A1018248; Climbing Belt & OML Conference	1,267.11
457	Tower Loans	A0718179; Garnishment for Case #SC-2018-398	94.37
458	Trent, Tom and Kathy	A1018251; Tree Removal Replacement, Autumn Blaze Map	50.00
459	Constellation Newenergy-Gas Div., LLC	Purchased Gas for September 2018	17,962.24
TOTAL			994,227.93

10-04-2018 10:28 AM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 10/05/2018

*** REGISTER TOTALS ***

REGULAR CHECKS:	16	18,559.19
DIRECT DEPOSIT REGULAR CHECKS:	40	47,225.30
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	56	65,784.49

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 9-3-18 TO 10-3-2018

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 Pruitt
GENERAL MANAGER

APPROVED: Garry Harris by HIM
CHAIRMAN

PO # A1018 - 245

Claim # 8680

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