



October 15, 2018

The Municipal Utility Board met in a Regular Session at 7:00 o'clock p.m. on Monday, October 15, 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, Mr. Mark Roberts, and Dr. Art Sixkiller.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held October 1, 2018. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve Claims #393 - #459 totaling \$994,227.93 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts, and Harris Nay – none

The Board recognized Mr. Steve Powell who reported the North Elliott Water Tower was being filled for testing a second time and if the test failed again then the contractor would be asked to re-scrub the inside of the tank before further testing. Mr. Powell also discussed the use of a county easement near Oakwood Road that crosses the Tulsa Water Line and reported he attended the Mayes County Commissioners Meeting to make the request. The Commissioners required a \$100.00 administrative fee for use of easement. The administrative fee has been paid and attached to the formal request and will be included on the Agenda at the next Mayes County Commissioners Meeting (October 22, 2018) for approval.

Mr. Powell reported the installation of the 9<sup>th</sup> Street Comminutor (Wet Well Grinder) is 95% complete and in operation. The contractor, BetyCo Inc., will be adding additional support brackets and an additional maintenance basket for use during the cleaning of debris.

Mr. Powell reported a few cracks were discovered during the final walk through inspection of the warehouse parking lot. The cracks will be monitored through February 2019 and, if deemed necessary, the concrete in those areas will be removed and replaced according to the contractor's one (1) year maintenance warranty.

Mr. Powell is preparing a bid proposal to purchase additional weights to make adjustments to the delay switches at the Wastewater Treatment Plant. The decant schedule is also being adjusted in hope of correcting the ODEQ (Oklahoma Department of Environmental Quality) violation on the Discharge Report.

The Board recognized Mr. Jared Crisp who made a request for the Board to approve a Special Board Meeting on Friday, October 26, 2018 so all the Board Members could attend the "Retirement Recognition for Mr. Gary Pruett".

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to approve a Special Board Meeting at the Graham Community Building on Friday, October 26, 2018 for the "Retirement Recognition for Mr. Gary Pruett". MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Harris, and Rains Nay – none

Mr. Crisp also made a request for the Board to approve closing the Municipal Utility Board Office and Warehouse from 2:30 p.m. – 5:00 p.m. on Friday, October 26, 2018 so all employees could attend the "Retirement Recognition for Mr. Gary Pruett".

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to close the Municipal Utility Board Office and Warehouse from 2:30 p.m. – 5:00 p.m. on Friday, October 26, 2018 for the "Retirement Recognition for Mr. Gary Pruett". MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Harris, and Rains Nay – none

Mr. Gary Pruett reported October 15, 2018 was his final attendance at a Board Meeting as General Manager. However, beginning November 5, 2018 he will have 56 annual days and will remain on the payroll through January 2019. Mr. Pruett is willing to attend future Board Meetings upon request to discuss ongoing projects.

Mr. Crisp added a few of the ongoing projects include Pryor Public School Bond Projects and the Grand River Dam Authority fiber-optic installation, operation, and maintenance agreement. Also the reconstruction of wholesale electric rates and the request for an addendum to the GRDA Contract to allow members of the GRDA Municipal Customer Group to develop and implement distributed generation policies.

The Board recognized Mrs. Teri Hill who was requested by Mr. Crisp to report on the Gas and Water Serviceman. She reported Mr. Donald Dunn had major brain surgery on October 19, 2018 and was recovering at home. She expected a minimum 90-day recovery and possibility of Mr. Dunn utilizing the long-term disability coverage through Dearborn National.

Mr. Crisp discussed the Municipal Utility Board Employee Benefits and Policies and the Family Medical Leave Act requirements.

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

Mr. Jared Crisp discussed Mr. John Thomas's years of service and recommended the Board promote him to Serviceman Non-Merit, effective October 18, 2018.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to promote Mr. John Thomas to Serviceman Non-Merit (\$32.03 per hour to \$32.82 per hour), effective October 18, 2018. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed the MESO Apprenticeship Program and Mr. James Cox's progress in the program then recommended the Board promote Mr. James Cox to Apprentice Lineman 2<sup>nd</sup> Year with Merit, effective October 18, 2018.

A motion was made by Ms. Mitchell and seconded by Dr. Rains to promote Mr. James Cox to Apprentice Lineman 2<sup>nd</sup> Year with Merit (\$23.54 per hour to \$25.32 per hour), effective October 18, 2018. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Sixkiller, Roberts, and Harris Nay – none

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 Dr. Sixkiller and seconded by Mr. Roberts to adjourn at 7:52 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris Nay – none

  
Chairman

  
Secretary



**NOTICE OF MEETING**

**MUNICIPAL UTILITY BOARD, CITY OF PRYOR CREEK, OKLAHOMA**

**SPECIAL MEETING           X**  
**EMERGENCY MEETING**  
**REGULAR MEETING**  
**RESCHEDULED MEETING CONTINUED OR RECONVENED MEETING**

**DATE: October 26, 2018**

**TIME: 3:00 p.m.**

**PLACE:           Graham Community Building Banquet Hall**  
**6 North Adair Street, Pryor, Oklahoma**

**A G E N D A**

- I.       **Retirement Recognition for Mr. Gary Pruett.**
- II.     **Adjournment**

**FILED BY:**           Jeri M. Hill          

**ADDRESS: 12 North Rowe Street, Suite A, Pryor Oklahoma 74361**

**TELEPHONE: 918-825-2100**

**Filed in the office of Pryor Creek City Clerk on the 18<sup>th</sup> day of October 2018 at 10:00 a.m.**

**SIGNED:**           Eva Smith            
**CLERK/DEPUTY**

**Posted on the 18<sup>th</sup> day of October 2018.**

**SIGNED:**           Eva Smith            
**CLERK/DEPUTY**



November 5, 2018

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
460	Payroll	A1018256; Payroll ending October 17, 2018	65,336.60
461	RCB Bank-Pryor	FICA-\$11,938.40; MED-\$2,792.04; FED-\$8,256.63	22,987.07
462	Oklahoma Tax Commission	SWH Payroll Ending October 17, 2018	3,292.00
463	Red Crown Credit Union	Payroll Deduction Ending October 17, 2018	3,310.00
464	Oklahoma Centralized Support Registry	Payroll Deduction Ending October 17, 2018	1,030.62
465	Principal Financial Group	Payroll Deduction for 457 Ret. Savings; October 2018	13,313.62
466	Principal Financial Group	Payroll Deduction for 457 Loan Repayment; October 2018	1,056.40
467	Principal Financial Group	MPP Retirement Contribution for October 2018	22,079.64
468	Oklahoma State Tax Commission	October 2018 Sales Tax/November 2018 Estimated Tax	46,870.35
469	Payroll	A1118267; Payroll ending October 31, 2018	67,060.55
470	RCB Bank-Pryor	FICA-\$12,190.94; MED-\$2,851.12; FED-\$7,999.52	23,041.58
471	Oklahoma Tax Commission	SWH Payroll Ending October 31, 2018	3,237.00
472	Red Crown Credit Union	Payroll Deduction Ending October 31, 2018	3,310.00
473	Oklahoma Centralized Support Registry	Payroll Deduction Ending October 31, 2018	1,030.62
474	AFLAC	Payroll Deduction for October 2018	1,499.82
475	Altec Industries, Inc.	201810460; Vehicle Maintenance, Trucks 13 & 22	620.50
476	Accurate Environmental LLC	A1018253; Water Samples	795.00
477	Accurate Environmental LLC	20189414; Class B Wastewater Operator Class	900.00
478	Action Awards & Screen Printing	201810480; T-shirts & Hoodies	676.00
479	Action Awards & Screen Printing	201810480; T-shirts & Hoodies	594.00
480	Brenntag Southwest, Inc.	201810456; Material & Supplies	1,074.78
481	CBI Wholesale Electric, LLC	201810468; Material & Supplies	90.00
482	Chouteau Lime Co., Inc.	201811490; Material & Supplies	41.75
483	Cintas First Aid & Safety Corporation	A1118266; First Aid Supplies, October 2018	85.45
484	Cintas First Aid & Safety Corporation	201811491; First Aid Kit Supplies	125.44
485	C & R Oil Co., Inc.	201810464; Fuel	2,936.84
486	C & R Oil Co., Inc.	201810483; Fuel	1,787.40
487	C & R Oil Co., Inc.	201811492; Fuel	1,803.10
488	Office Everything of Pryor	A1018249; Office Supplies	323.34
489	Delta Dental of Oklahoma	Group Dental Coverage for November 2018	3,181.56
490	Ditch Witch of Tulsa	201810477; Equipment Maintenance, 3500 Trencher & Air Mole	1,543.96
491	Dolese Bros. Co.	201810479; Concrete, N. Elliott Water Tower	531.00
492	Endex Inc. of Tulsa	A1018261; Alarm Panel Service Call	255.00
493	Enviro-Tec America	201810478; SIR Reports for October 2018	75.00
494	Elliott Plaza Pharmacy	201810484; Hepatitis B Vaccines	625.00
495	Farwest Line Specialties, LLC	20189420; Small Tools, C. Johnson	934.36
496	Farwest Line Specialties, LLC	201810448; Small Tools, J. Cox	521.68
497	Fastenal Company	201810458; Supplies & Safety Glasses	133.14
498	Fastenal Company	201810467; Material & Supplies	278.24
499	Premier Signs & Design, LLC	A1118269; Substation #3 Sign	185.00
500	Premier Signs & Design, LLC	201811493; High Pressure Gas Decals	42.00
501	G & M Auto and Wrecker Service	201810465; Vehicle Maintenance, Truck #15 Heater	225.34
502	P & K Equipment	201810471; Material & Supplies, Truck #16	30.04
503	P & K Equipment	201810487; Equipment Maintenance, J. Deere Backhoe	137.62
504	Green Country Testing Inc.	201810469; Testing	610.00
505	Hercules Industries, Inc.	20189419; Keys and Locks	85.00
506	Hamill Metals	201810481; City Gate #2 Catwalk Material	80.00
507	Heath Consultants Inc.	20189392; CGI Testing and Calibration	477.93
508	Hydro Pro Solutions	201810455; Material & Supplies	66.40
509	Isco Industries, Inc.	201810470; Material & Supplies	60.38
510	Jaybelle Construction, LLC	A1018240; 4-inch Gas Bore, Northeast 1st Street	15,000.00
511	Lakeland Office Systems	A1018263; Quarterly Warehouse Copies	283.28
512	Locke Supply Co.	201810485; Material & Small Tools	1,166.34
513	MESO/ OMUSA	20189409; Utility Pruning Training, B. Henderson	179.00
514	Mike's Tire & Car Care	201810473; Vehicle and Equipment Maintenance	496.10
515	Northern Safety & Industrial	20189383; Glove Liners and Raingear for C. Grass	181.82
516	Northern Safety & Industrial	201810447; Safety Equipment & Supplies	147.89
517	Northwest Transformer Co., Inc.	201810476; Transformer Repair	1,649.00
518	Pikepass Government Account Services	A1018259; Turnpike Fees for September 2018	85.84
519	Oklahoma Natural Gas Company	Transportation Fees for September 2018	6,040.02
520	Oklahoma Ordnance Works Authority	Purchased Water for October 2018	58,486.23
521	Pryor Stone	201810466; Crusher Run Stockpile	342.20
522	Professional Pest Control Co., Inc.	A1018257; Quarterly Pest Control	100.00
523	Mayes County RWD #4	WWTP Water Service for October 2018	52.26
524	Sadler Paper Company	A1118268; Paper Supplies	168.33
525	Tankpro, Inc.	A0518116; CCP, N. Elliott Water Storage, Payment #2	82,108.50
526	Tri-Star Construction, LLC	A0618133; CCP, Warehouse Lot Repairs, Payment #1	99,947.09
527	UHS Premium Billing	Group Medical Coverage for November 2018	43,119.72
528	U S Cellular	A1018258; Cellular Service for October 2018	681.17
529	Core & Main LP	201810463; Material & Supplies	39.90
530	White Star Machinery	201810454; Equipment Maintenance, Trackhoe	821.42
531	White Star Machinery	201810472; Material & Equipment Maintenance	143.95
532	Absolute Technologies	201810462; Battery Backup for N. Elliott Water Storage	49.95

November 5, 2018

533	Absolute Technologies	A1118272; Computer Speakers, R. Stout	17.99
534	Ben Sherrer Law Office, P.C.	A1118271; Attorney Fees for October 2018	322.50
535	Mutual of Omaha	Group AD&D for November 2018	850.98
536	City of Pryor Creek	Workman's Compensation for September 2018	9,159.08
537	Kolker & Kolker, Inc.	A1118270; Consultant Fee for October 2018	625.00
538	Dearborn National Life Insurance Co.	Group LTD Coverage for November 2018	1,255.07
539	Municipal Utility Board	Petty Cash	757.90
540	Municipal Utility Board	Utility Services for October 2018	14,523.25
541	Oklahoma Municipal League	A0818191; OML Conference Registration, Pruett & Crisp	505.00
542	Pryor Printing	201811489; Checkout Tickets	375.50
543	Ink Images	A1018256; Gas Awareness Bill Inserts	1,530.00
544	Technical Programming Services Inc.	A1018262; Bill Print & Mailing, October 2018	1,598.30
545	Technical Programming Services Inc.	A1018265; Bill/Late Message Print & Mailing, October 2018	1,732.70
546	S Bar D, Inc.	201810459; Health & Safety, flu shots (30 employees)	835.00
547	Vision Service Plan	Payroll Deduction for November 2018	541.84
548	Green Country Shredding & Recycling Inc.	A1018260; Quarterly On-Site Shredding	165.00
549	Crofford, Caleb	A1018264; Eye Exam & Safety Glass Reimbursement	106.00
550	Grand River Dam Authority	Purchased Electric for October 2018	464,705.59
		TOTAL	<u>1,111,284.83</u>

10-18-2018 10:21 AM

PAYROLL CHECK REGISTER

PAGE: 2

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

PAYROLL DATE: 10/19/2018

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

REGULAR CHECKS:	14	17,885.83
DIRECT DEPOSIT REGULAR CHECKS:	37	47,450.77
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
		-----
TOTAL CHECKS:	51	65,336.60

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
DATE: FROM 10-4-18 TO 10-17-18

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: Harry Harris by Jmh  
CHAIRMAN

PO # A1018 - 256

claim # 0460

11-01-2018 12:31 PM

PAYROLL CHECK REGISTER

PAGE: 2

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

PAYROLL DATE: 11/02/2018

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

REGULAR CHECKS:	17	20,087.17
DIRECT DEPOSIT REGULAR CHECKS:	39	46,973.38
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
		-----
TOTAL CHECKS:	56	67,060.55

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
DATE: FROM 10-18-18 TO 10-31-18

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. Hice for Gary Pruett  
GENERAL MANAGER

APPROVED: Garry Harris by smh  
CHAIRMAN

PO # A1118 - 267

claim # 0469