



January 22, 2019

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Tuesday, January 22, 2019, 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, Dr. Art Sixkiller and Mr. Mark Roberts.

Mr. Jared Crisp reported a \$717.00 decrease on line #60 of Electric Material Bid #915 because one less pole was received making \$48,877.31 the new total for Electric Material Bid #915.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve the \$717.00 decrease on Line #60 of Electric Material Bid #915 which makes \$48,877.31 the new total and approve the minutes of the Regular Meeting held January 7, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts, and Harris. Nay – none

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #776 - #824 totaling \$489,058.86 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris. Nay – none

Guest attending were Mrs. Autumn Graybill and Mr. Danny Callison who had no comments or business to share with the Board.

The Engineer's Report was presented by Mr. Jared Crisp who reported the Southeast 6<sup>th</sup> Street Sewer Line Extension Project should begin work the first part of February 2019. Mr. Crisp also reported the Oklahoma Department of Environmental Quality conducted an on-site inspection last week at the Wastewater Treatment Plant and Mr. Mike Peters, the Treatment Plant Supervisor, expects minimal issues when he receives the results of the inspection in 30-45 days.

Mr. Crisp reported he has been working with Mr. Steve Powell on the chlorine basin bid documents for necessary improvements to correct the discharge violation from the Oklahoma DEQ (Department of Environmental Quality) and the bid should be ready in two to three weeks (before the February 21, 2019 extension deadline). Mr. Crisp also reported the MOU (Memorandum of Understanding) between the City of Pryor Creek and the developers was approved for the new convenience store at 3105 South Mill Street but Mr. Crisp requested Mr. Powell to continue to hold the work order for the Southeast 29<sup>th</sup> Street Gas and Water Extensions until all required permits have been approved.

Mr. Jared Crisp reported Mr. Roger Eichelberger was appointed to fill the position vacated by Mr. Gary Pruett on the Oklahoma Gas Association Board of Directors. Mr. Crisp discussed and recommended the Board allow him and Mr. Roger Eichelberger to attend the Oklahoma Gas Association Legislative Forum in Norman, Oklahoma on February 7, 2019 at a cost not to exceed \$450.00.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to allow Mr. Jared Crisp and Mr. Roger Eichelberger to attend the Oklahoma Gas Association Legislative Forum in Norman, Oklahoma on February 7, 2019 at a cost not to exceed \$450.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris Nay – none

Mr. Jared Crisp reported he was appointed to fill the position vacated by Mr. Gary Pruett on the Municipal Electric Systems of Oklahoma Board of Directors which meets during the Annual Public Power Conference. Mr. Crisp discussed the Annual Public Power Conference at the Embassy Suites Hotel & Conference Center in Norman, Oklahoma on April 14-16, 2019 and recommended the Board allow four (4) employees to attend at a cost not to exceed \$1,700.00.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to allow Mr. Jared Crisp, Mr. Travis Willis, Mrs. Nelda Budder, and Mrs. Kacee Smalley to attend the Annual Public Power Conference at the Embassy Suites Hotel & Conference Center in Norman, Oklahoma on April 14-16, 2019 at a cost not to exceed \$1,700.00. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, Sixkiller, and Harris Nay – none

Mr. Crisp and Mr. Ryan Stout, the GIS/IT Administrator, discussed and recommended the Board approve the purchase of equipment and software necessary to upgrade and improve the server at City Hall from Absolute Technologies at a cost not to exceed \$7,483.00.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to approve the purchase of equipment and software necessary to upgrade and improve the server at City Hall from Absolute Technologies at a cost not to exceed \$7,483.00. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, Rains, and Harris Nay – none

Mr. Crisp reported the Municipal Utility Board Identity Theft Prevention Program and Red Flag Alert policies and residential procedures are still effective. There were no Red Flag incidents recorded for Calendar Year 2018 and there are no concerns or recommended changes to the policy at this time.

Mr. Crisp reported he will be allowing MUB employees to purchase “We wear Red to Support our Troops” t-shirts from Ms.

Brandi Taylor at a cost of \$28.00 each to wear to work on Fridays if they want to.

The Board recognized Mrs. Teri Hill who had no report.

A written Department Foreman's Report was presented.

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 Dr. Sixkiller to adjourn at 7:31 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, Rains, and Harris Nay – none

  
Chairman

  
Secretary



February 4, 2019

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
825	Payroll	A0119020; Payroll ending January 23, 2019	68,652.21
826	RCB Bank-Pryor	FICA-\$12,692.76 MED-\$2,968.52 FED-\$9,628.98	25,290.26
827	Oklahoma Tax Commission	SWH Payroll Ending January 23, 2019	3,627.00
828	Red Crown Credit Union	Payroll Deduction Ending January 23, 2019	3,310.00
829	Oklahoma Centralized Support Registry	Payroll Deduction Ending January 23, 2019	1,030.62
830	Principal Financial Group	Payroll Deduction for 457 Ret. Savings; January 2019	13,495.59
831	Principal Financial Group	Payroll Deduction for 457 Loan Repayment; January 2019	1,783.22
832	Principal Financial Group	MPP Retirement Contribution for January 2019	23,195.57
833	AFLAC Remittance Processing Services	Payroll Deduction for January 2019	2,417.37
834	Accurate Environmental, LLC	A0119007; Water Samples	125.00
835	Accurate Environmental, LLC	A0119007; HAAs & THMs Quarterly Water Samples	805.00
836	B & B Meter Service	2019138; Material & Supplies	300.00
837	B & B Meter Service	2019124; Small Tools	1,439.00
838	BlueCross BlueShield of Oklahoma	Group Medical Coverage; February 2019	46,109.37
839	Brenntag Southwest, Inc.	2019128; Material & Supplies	1,087.28
840	Cintas First Aid & Safety Corporation	A0119022; First Aid Supplies for January 2019	118.35
841	Cintas First Aid & Safety Corporation	2019135; First Aid Supplies and Gloves	193.85
842	Clifford Power	2019139; WWTP Generator Repairs	3,552.56
843	C & R Oil Co., Inc.	2019246; Fuel	1,539.91
844	Office Everything of Pryor	A0119010; Office Supplies and Warehouse Supplies	223.48
845	Wesco Distribution Inc.	201812543; Bid #915, Electric Material	595.36
846	Delta Dental of Oklahoma	Group Dental Coverage; February 2019	3,170.90
847	Dolese Bros. Co.	2019131; Material & Supplies	209.25
848	ABS Communications Inc.	A0119025; Five (5) Smartphones w/Data Plans for Meter Reading	349.75
849	Groeber & Associates, Inc.	201811528; Bid #913, Gas Material	231.82
850	Hercules Industries, Inc.	201914; Locks and Keys	547.29
851	James Garner Excavating Inc.	A1118289; Dozer Work at Old Wastewater Treatment Plant	1,200.00
852	Border States Industries Inc.	201812542; Bid #915, Electric Material	6,154.20
853	Lakeland Office Systems	A0119023; Quarterly Warehouse Copies (6,422 Total)	135.96
854	MESO/OMUSA	A0119026; LGTC 2nd half of Annual Drug/Alcohol Testing	738.75
855	MESO/OMUSA	A0119018; 2019 MESO Public Power Conference Registration	1,700.00
856	Oklahoma Gas Association	A0119017; OGA 2019 Legislative Forum Registration	118.00
857	Pryor Waste & Recycling	2019136; 30 yard roll off dumpster	385.00
858	Mayes County RWD 4	WWTP Water Service for January 2019	17.00
859	Sadler Paper Company	A0219030; City Hall Cleaning & Paper Supplies	166.49
860	Stuart C. Irby Co., Inc.	201812544; Bid #915, Electric Material	4,651.03
861	Techline Inc.	201812545; Bid #915, Electric Material	1,266.60
862	Traffic Safety Store	2019130; Safety Supplies	804.67
863	Utility Supply Company	201812573; Bid #916, Water and Sewer Material	9,790.90
864	Vermeer Great Plains	2019133; Equipment Maintenance, Trencher	314.06
865	Wallpaper & More / The Gallery	A0119027; Document Frame & Display Arrangement	67.57
866	Core & Main	201812572; Bid #916, Water and Sewer Material	17,825.10
867	Wal-Mart Community/SYNCB	2019141; Warehouse Supplies	124.44
868	White Star Machinery	2019134; Equipment Maintenance, Trackhoe	61.71
869	Absolute Technologies	A0119008; Warehouse Security Backup and Keyboard/Mouse	218.99
870	Mutual of Omaha Payment Process Center	Group AD&D Coverage for February 2019	873.58
871	City of Pryor Creek	Cleaning Service for Payroll Ending January 11, 2019	576.92
872	City of Pryor Creek	Workman's Compensation Fees for December 2018	9,318.46
873	Fiber Interactive Technologies	Telephone Service for January 2019	141.88
874	Dearborn National Life Insurance Co.	Group LTD Coverage for February 2019	1,277.89
875	Municipal Utility Board	Petty Cash	645.31
876	Municipal Utility Board	Utility Services for January 2019	18,617.96
877	Pryor Printing Inc.	A0119028; General Manager Business Cards (500 total)	50.00
878	Technical Programming Services Inc.	A0119024; Bill Print and Mailing for February 2019	748.91
879	Tyler Technologies, Inc.	A0119021; Annual Maint., Cash Collection, Acuserver, Positive Pay	2,538.55
880	Tyler Business Forms	A0119012; Preprinted Incode TopCK (2,000 Total)	562.70
881	Vision Service Plan	Payroll Deduction for February 2019	561.16
882	Hill, Teri	A0119029; Crucial Training in Grove, Oklahoma	66.98
883	Oklahoma Ordnance Works Authority	Purchased Water for January 2019	50,581.49
TOTAL			335,702.27

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

PAYROLL DATE: 1/25/2019

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

REGULAR CHECKS:	14	19,875.41
DIRECT DEPOSIT REGULAR CHECKS:	37	48,776.80
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	51	68,652.21

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**

**DATE: FROM 1-10-19 TO 1-23-19**

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 Hill for Jared Crisp  
GENERAL MANAGER

APPROVED: Larry Harris by Jmh  
CHAIRMAN

PO# A0119 - 020

claim

0825