



February 4, 2019

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Monday, February 4, 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, Dr. Ken Rains, Ms. Lorri Mitchell, Dr. Art Sixkiller and Mr. Mark Roberts.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve the minutes of the Regular Meeting held January 22, 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 Ms. Mitchell to approve Claims #825 - #883 totaling \$335,702.27 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris. Nay – none

The Board recognized Mr. Terry Alyward who had no comments.

The Board recognized Mr. Steve Powell who discussed the quote from Mr. R. W. Vaught Technical Services to modify the chlorine controls at the Wastewater Treatment Plant. Mr. Powell also reported the chlorine basin bid documents for necessary improvements to correct the discharge violation from the Oklahoma DEQ (Department of Environmental Quality) has been advertised for bid and the bids are due February 25, 2019.

Mr. Powell reported his firm received the survey for the utility extensions to the new Kum & Go property and he is scheduled to review the site plan and grading plan on February 5, 2019. Mr. Powell also reported he will be completing the application for utility extensions on South Oakwood Road to be presented at the next Mayes County Commissioner's Regular Meeting.

The Board moved to Agenda Item 5d and recognized Mr. Jared Crisp who discussed the quote received from R. W. Vaught Technical Services. Mr. Crisp reported the quoted flow switch was not submersible and MUB Staff can run the conduit and wiring to the Chemical Building SCADA Panel and make a hot tap in the manhole if necessary. Therefore, Mr. Crisp recommended the Board approve \$1,500.00 for a submersible flow switch and \$4,500.00 labor and travel for a total cost not to exceed \$6,000.00 to R.W. Vaught Technical Services.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to purchase the equipment and installation necessary to upgrade and improve the controls at the Wastewater Treatment Plant from R. W. Vaught Technical Services at a cost not to exceed \$6,000.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris. Nay – none

Mr. Crisp reported the Pryor Creek City Council had approved the Memorandum of Understanding regarding Kum & Go and City of Pryor Creek, Oklahoma as presented and discussed the MUB Utility Extension clause. Mr. Powell clarified the utility extensions were to the property and not on the property. Mr. Crisp recommended the Board approve the Memorandum of Understanding between the City of Pryor Creek, the Municipal Utility Board, and Kum & Go as presented.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the Memorandum of Understanding between the City of Pryor Creek, the Municipal Utility Board, and Kum & Go as presented. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Roberts, Sixkiller, and Harris Nay – none

Mr. Crisp reported the Master Retail Natural Gas Supply Agreement with Constellation NewEnergy – Gas Division, LLC (CNEG) expires April 30, 2019 and requires a thirty (30) day notice to terminate. Mr. Crisp discussed the past practice of 12/24/36 month Request for Proposal (RFP) contracts. Mr. Crisp does not believe the best pricing is offered at this time of year and would like the Board to allow him to terminate the contract with CNEG on April 30, 2019 and go out for “First of Month Pricing” RFP’s (Request for Proposals) on the purchase of Natural Gas for the City of Pryor Creek at least until the summer months.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to allow Mr. Jared Crisp to terminate the contract with (CNEG) Master Retail Natural Gas Supply Agreement with Constellation NewEnergy – Gas Division, LLC on April 30, 2019 and go out for “First of Month Pricing” RFP’s (Request for Proposals) on the purchase of Natural Gas for the City of Pryor Creek. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Crisp discussed the third-party telephone equipment issues and recommended the presented Project Quotes for telephone equipment and installation at the Municipal Utility Board Warehouse and Administrative Office from Fiber Interactive Technologies at a cost not to exceed \$6,586.00.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the purchase of telephone equipment and installation at the Municipal Utility Board Warehouse and Administrative Office from Fiber Interactive Technologies at a cost not to exceed \$6,586.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Crisp presented a draft of the proposed Bond Flyer the City of Pryor Creek would like to include with the February 2019 Utility Bills due March 1, 2019 which includes project information and recommended the Board allow the insert contingent upon City Council approval of the Bond Flyer.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to allow the City of Pryor Creek Bond Flyer that includes project information to be mailed with the February 2019 Utility Bills due March 1, 2019, contingent upon the City Council approval of the Bond Flyer. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

The Board conveyed their congratulations to Mr. Crisp when reported he passed his DEQ approved training exam for his “B” Wastewater Operator Certification on January 31, 2019.

Mr. Crisp shared the 2018 UtilityPay Transaction Report. The Municipal Utility Board processed 2,050 credit and debit card payments for a total settlement of \$342,012.99. No processing fees were assessed to or for the Municipal Utility Board.

Mr. Crisp reported he will be attending a Public Meeting with school officials on Monday, February 11, 2019, at 6 p.m. in the Pryor High School Cafeteria regarding the Encroachments on the Pryor Public School Building Project Phase II for the Freshman Center. This project will involve relocating the gas main and service meters.

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. Ben Sherrer who had no Attorney’s report.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to adjourn at 7:50 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Rains, Mitchell, and Harris 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
884	Payroll	A0219035; Payroll Ending February 6, 2019	61,957.84
885	RCB-Pryor	FICA-\$11,238.38; Med-\$2,628.34; Federal \$7,756.36	21,623.08
886	Oklahoma Tax Commission	SWH; Payroll Ending February 6, 2019	3,128.00
887	Red Crown Credit Union	Payroll Ending February 6, 2019	2,810.00
888	Oklahoma Centralized Support Registry	Payroll Ending February 6, 2019	1,030.62
889	Oklahoma State Tax Commission	January 2019 Actual/February 2019 Estimated Sales Tax	55,338.61
890	Oklahoma State Tax Commission	A0219033; Sales Tax Permit 3-year Renewal	20.00
891	AFLAC	Payroll Deduction for February 2019	2,321.70
892	Accurate Environmental, LLC	A0219041; Water Samples	125.00
893	Anixter Inc.	201812540; Bid #915, Electric Material	246.00
894	CBI Wholesale Electric, LLC	2019265; Material & Supplies	48.00
895	Chouteau Lime Co., Inc.	2019249; Cutting/Grinding Wheels	23.75
896	CINTAS Corporation 063	2019261; Uniform Rental for January 2019	776.18
897	C & R Oil Co., Inc.	2019252; Fuel for WWTP	1,076.48
898	C & R Oil Co., Inc.	2019266; Fuel	1,796.62
899	Office Everything of Pryor	A0219046; Office and Warehouse Supplies	246.04
900	Element Materials Technology BA, LLC	2019251; Welding Test, Berka & Dixon	710.50
901	Element Materials Technology BA, LLC	2019271; Welding Test, Dixon	78.47
902	Enviro-Tec America	2019255; SIR Reports for Cycle 1	75.00
903	Fastenal Company	201919; Material & Supplies	131.86
904	G & M Auto and Wrecker Service	2019257; Vehicle Maintenance, Truck #18	48.43
905	Grand River Dam Authority	Purchased Electric for January 2019	415,091.68
906	Grainger	2019140; Motor for WWTP Garage Door Opener	144.15
907	P & K Equipment	2019260; Chainsaw Supplies for Truck #16	49.09
908	Green Country Testing, Inc.	2019253; Testing	735.00
909	GCM3	2019250; Test/Calibrate WWTP Analytical Scales	436.00
910	H. G. Flake, Co., Inc.	201811529; Bid #913, Gas Material	849.00
911	Heath Consultants Incorporated	201812576; Test/Calibrate Odorator	406.78
912	JL Matthews Company Inc.	2019142; Small Tools	918.78
913	Airgas USA, LLC	2019268; Supplies and Repairs to Mig Welder	287.08
914	Lakeland Office Systems	A0219044; Administrative Copies (Total 37,185)	627.60
915	Koons Gas Measurement (KGM)	2019145; City Gate 2 Lithium Battery Pack	216.17
916	Locke Supply Co.	2019247; Small Tools and Supplies	780.47
917	MDI Worldwide	2019144; Safety Signs	529.00
918	Infrastructure Solutions Group, LLC	A1118274; WWTP Emergency Repairs, Payment #2	720.00
919	Infrastructure Solutions Group, LLC	A0219036; General Engineer Fees, December/January 2019	1,470.00
920	Mike's Tire & Car Care	2019258; Vehicle Maintenance, Truck #8	245.51
921	Northwest Transformer Co., Inc.	2019269; Transformer Repair	2,987.00
922	OfficeSupply.com	2019137; Cleaning Supplies	258.59
923	OCT Equipment	2019143; Equipment Maintenance, CASE Backhoe	140.00
924	Pikepass Government Account Services	A0219040; Turnpike Fees, December 2018/January 2019	54.16
925	O'Reilly Auto Parts	2019256; Vehicle Maintenance	595.77
926	Pryor Automotive Supply	2019263; Equipment & Vehicle Maintenance	1,897.32
927	Pryor Stone	2019262; Stockpile Gravel	1,067.11
928	Pryor Waste Recycling, LLC	Solid Waste Disposal Fees for January 2019	86,795.80
929	Pryor Lumber Co., Inc.	2019254; Material and Small Tools	379.96
930	Stuart C. Irby Co., Inc.	201812544; Bid #915, Electric Material	161.00
931	Sundance Office	A0219043; Paper and Office Supplies	292.85
932	Tractor Supply Credit Plan	2019259; Supplies and Small Tools	339.74
933	Core & Main LP	201812572; Bid #916, Water Material	9,130.00
934	Absolute Technologies	A0219045; Server Battery Backup/Surge Protector	199.00
935	Fred H. Sordahl, Inc. PC	A0219038; Attorney Fees for January 2019	1,015.00
936	City of Pryor Creek	Occupational Fee for January 2019	2,826.35
937	City of Pryor Creek	Cleaning Service through January 25, 2019	576.92
938	City of Pryor Creek	Cleaning Service through February 8, 2019	576.92
939	City of Pryor Creek	A0718168; Allocation to City, Payment #7	62,500.00
940	Municipal Utility Board	Solid Waste Billing Fees for January 2019	5,652.70
941	Technical Programming Services Inc.	A0119024; Bill/Late Message Print/Mailing, January 2019	2,604.25
942	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Collections for January 2019	102.61
943	VISA Control Account	A0219039; Supplies, Maintenance, and Safety Training	501.35
944	OWRB	A0219034; 2018 Annual Water Right Administration Fees	100.00
945	Oklahoma Natural Gas Company	Transportation Fees for January 2019	6,047.17
946	Constellation Newenergy-Gas Div., LLC	Purchased Gas for January 2019	188,387.49
TOTAL			<u>\$ 952,307.55</u>

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

PAYROLL DATE: 2/08/2019

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	13,766.67
DIRECT DEPOSIT REGULAR CHECKS:	41	48,191.17
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	55	61,957.84

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 1-24-19 TO 2-6-19

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: Jeri M. Hise for Jared Crisp
GENERAL MANAGER

APPROVED: Garry Harris by Jmb
CHAIRMAN

PO # A0219-035

claim

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