

March 18, 2019

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Monday, March 18, 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, and Mr. Mark Roberts. Dr. Art Sixkiller arrived at 7:02 p.m.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held March 4, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Roberts, and Harris. Nay – none

***Dr. Sixkiller arrived at 7:02 p.m. ***

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve Claims #997 - #1056 totaling \$836,168.11 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, Sixkiller, and Harris Nay – none

The Board recognized Mr. Larry Lees and Mr. Terry Aylward who had no comments.

The Board recognized Mr. Steve Powell who updated the Board on the emergency repairs and the request to reduce control testing at the Wastewater Treatment Plant. A pre-work meeting will be scheduled sometime in April with Cook Consulting, LLC for the Baffle Walls at Chlorine Contact Basin project.

Mr. Powell also reported the Kum & Go Project has been put on hold until due diligence has been completed on the environmental issue.

The Board recognized Mr. Jared Crisp who discussed the Basic Cathodic Protection Instrument Instruction and Testing at Barton Community College in Great Bend, Kansas on April 17-18, 2019 and recommended the Board allow Mr. Cody Keenan and Mr. Travis Whitenack to attend at a cost not to exceed \$1,100.00.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to allow Mr. Cody Keenan and Mr. Travis Whitenack to attend the Basic Cathodic Protection Instrument Instruction and Testing at Barton Community College in Great Bend, Kansas on April 17-18, 2019 at a cost not to exceed \$1,100.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Crisp discussed the 2019 Oklahoma Excavation Safety Expo in Norman, Oklahoma on April 17-18, 2019 and recommended the Board allow Mr. Roger Eichelberger and Mr. Kenny Smith to attend at a cost not to exceed \$750.00.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to allow Mr. Roger Eichelberger and Mr. Kenny Smith to attend the 2019 Oklahoma Excavation Safety Expo in Norman, Oklahoma on April 17-18, 2019 at a cost not to exceed \$750.00. MOTION CARRIED. Votes cast as follows: Ayes — Sixkiller, Roberts, Rains, Mitchell, and Harris Nay — none

Mr. Crisp discussed the 2019 Interface Conference in Oklahoma City, Oklahoma on April 18, 2019 and recommended the Board allow Mr. Ryan Stout to attend at a cost not to exceed \$150.00.

A motion was made by Dr. Rains and seconded by Mr. Roberts to allow Mr. Ryan Stout to attend the 2019 Interface Conference in Oklahoma City, Oklahoma on April 18, 2019 at a cost not to exceed \$150.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Crisp reported the Memorandum of Understanding regarding the MidAmerica Industrial Park/City of Pryor Creek for "The District" has been approved by the City of Pryor Creek and the MidAmerica Industrial Park and recommended the Board allow him to sign the approved Memorandum of Understanding regarding the MidAmerica Industrial Park/City of Pryor Creek for "The District".

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to authorize the General Manager, Mr. Jared Crisp, to sign the Memorandum of Understanding regarding the MidAmerica Industrial Park/City of Pryor Creek for "The District". MOTION CARRIED. Votes cast as follows: Rains, Sixkiller, Mitchell, Roberts, and Harris Nay – none

Mr. Crisp reported the new GRDA (Grand River Dam Authority) Rate Design will be effective April 1, 2019. Mr. Crisp discussed the proposal from Dan Jackson of Willdan Financial Services to analyze the new rate structure from GRDA and update the Cost of Service Analysis and Rate Design for the electric and wastewater customers served by the Municipal Utility Board for the City of Pryor Creek. Mr. Crisp also discussed a \$10,000.00 reimbursement from GRDA (Grand River Dam Authority) towards the cost of the service study.

Mr. Crisp recommended the Board approve the professional service proposal from Willdan Financial Services in the amount of \$29,200.00 for Updated Electric Rate Analysis and \$14,900.00 for Updated Wastewater Rate Analysis for a total cost of \$44,100.00. (GRDA will provide \$10,000.00 towards the cost of service study, which would drop the overall cost to \$34,100.00).

A motion was made by Dr. Rains and seconded by Mr. Roberts to accept the professional service proposal from Willdan Financial Services in the amount of \$29,200.00 for Updated Electric Rate Analysis and \$14,900.00 for Updated Wastewater Rate Analysis for a total cost of \$44,100.00. (GRDA will provide \$10,000.00 towards the cost of service study, which would drop the overall cost to \$34,100.00). MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Crisp and Mr. Ryan Stout discussed the need to purchase Anti-Virus software to secure and protect twenty-two (22) machines including the new server and the old server. They recommended the Board approve the purchase of Anti-Virus software for twenty-two (22) Municipal Utility Board machines (a cost of \$72.00 per machine for a three (3) year license) from Fiber Interactive Technologies at a cost not to exceed \$1,584.00.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve the purchase of Anti-Virus software for twenty-two (22) Municipal Utility Board machines (a cost of \$72.00 per machine for a three (3) year license) from Fiber Interactive Technologies at a cost not to exceed \$1,584.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Crisp reported he will be out of the office on annual leave from March 19-22, 2019 and March 28-29, 2019.

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

A written Department Foreman's Report was presented. Mr. Crisp added that a written thirty (30) day notice regarding the encroachment on Pryor High School property was hand delivered to the adjoining residents on March 12, 2019.

Mr. Crisp discussed and recommended the promotion of Mr. Mike Lincoln from A Mechanic with merit to Crew Chief non-merit (\$23.39 per hour to \$23.91 per hour) in the Water Department effective March 21, 2019.

A motion was made by Dr. Rains and seconded by Mr. Roberts to promote Mr. Mike Lincoln from A-Mechanic with merit to Crew Chief non-merit (\$23.39 per hour to \$23.91 per hour) in the Water Department effective March 21, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Crisp discussed the retirement of Mr. Donald Dunn on March 11, 2019 and recommended the promotion of Mr. James R. Wood II from A-Mechanic non-merit to Acting Serviceman for the Natural Gas and Water & Sewer Departments and A-Mechanic with Merit in the Natural Gas Department (\$22.28 per hour to \$23.39 per hour) effective March 21, 2019.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to promote Mr. James R. Wood from A-Mechanic non-merit to A-Mechanic with Merit and Acting Serviceman in the Natural Gas and Water & Sewer Departments (\$22.28 per hour to \$23.39 per hour) effective March 21, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

There was no unfinished business or new business discussed.

There was no Attorney's report.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to adjourn at 7:44 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Rains, Mitchell, and Harris Nay – none

April 1, 2019

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

1057	CL#	NAME	PO#/DESCRIPTION	AMOUNT
1059	1057	Payroll	A0319072: Payroll ending March 20, 2019	59 922 53
1059	1058	RCB Bank-Pryor		
Payroll Deduction Ending March 20, 2019 2,810.00 1,030.625	1059	Oklahoma Tax Commission		
Delta Oklahoma Centralized Support Registry Payroll Deduction Ending March 20, 2019 1,030,62 1,006 Principal Financial Group Payroll Deduction for 457 Loan Repayment; March 2019 1,885,20 20,168,46 1,666 Oklahoma State Tax Commission MPP Retirement Contribution for March 2019 1,885,20 20,168,46 1,666 Oklahoma State Tax Commission MPP Retirement Contribution for March 2019 1,885,20 20,168,46 1,667,55 1,668 1,667,55 1,668 1,667,55 1,668 1,669 1,66	1060	Red Crown Credit Union		3350
1062	1061	Oklahoma Centralized Support Registry		
Payroll Deduction for 457 Loan Repayment; March 2019 20,168,46	1062	Principal Financial Group		
1064 Principal Financial Group MPP Retirement Contribution for March 2019 20,168 48 1065 Oklahoma State Tax Commission March 2019 Actual/April 2019 Estimated Sales Tax 57,714,37 1067 RCB Bank-Pryor A0319077; 1st Qtr. Z019 Unemployment Tax 5,771,49 1068 APGA Security & Integrity Foundation A0319077; 1st Qtr. Z019 Unemployment Tax 5,771,49 1070 Cintas First Aid & Safety Corporation Cintas First Aid Supplies of Cintas First Aid Supplies on Cintas First Aid Supplies Cintas First Aid Supplies Cintas First Aid Supplies Cintas First Aid Supplies Cintas First	1063	Principal Financial Group	Payroll Deduction for 457 Loan Repayment: March 2019	
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			TOTAL	268,635.07

3-21-2019 12:04 PM

PAYROLL CHECK REGISTER

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

PAGE: 2

PAYROLL DATE: 3/22/2019

*** REGISTER TOTALS ***

REGULAR CHECKS:

13,104.22

DIRECT DEPOSIT REGULAR CHECKS:

39

46,818.31

MANUAL CHECKS:

PRINTED MANUAL CHECKS:

DIRECT DEPOSIT MANUAL CHECKS:

VOIDED CHECKS:

NON CHECKS:

TOTAL CHECKS:

50

59,922.53

*** NO ERRORS FOUND ***

** END OF REPORT **

PAVAGLA STATEMENT INMICIPAL UTILITY BOARD CITY OF PAVOR DAYS: PROSE 3.7.2019 10 3.20.2019

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

Hannah Moore for Jared Crisp GENERAL MANAGER

Garry Harris by HM

Po# A 0319 - 072 Claim# 1057