



May 6, 2019

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Monday, May 6, 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, Mr. Mark Roberts, and Dr. Art Sixkiller.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held April 15, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris. Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #1207 - #1294 totaling \$898,367.90 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris. Nay – none

The Board recognized Mayor Lees who expressed no update report from Mid-America Industrial Park regarding "The District" annexation process and their goal to present a Resolution during the First Council Meeting in May 2019.

The Board recognized Mr. Jared Crisp who reported Mr. Powell had a schedule conflict that prevented his attendance. Mr. Crisp reported the Kum & Go Project is still on hold and our crews began the extensions of the gas and water service loop on Southeast 49th Street but the project was halted by the weather. Staff continues to work with Mr. Powell on the Wastewater Treatment Plant Analysis.

Mr. Jared Crisp discussed the hiring of Mr. Kenneth Young by the City of Pryor Creek as a full time certified building inspector. Mr. Young received five (5) residential certifications requested by the City and has started working on obtaining his commercial certifications.

Mr. Crisp reported the Municipal Utility Board Budget included \$25,000 annually to cost share the position once the city hired a Certified Building Inspector. Mr. Crisp recommended the Municipal Utility Board add \$2,100.00 monthly (\$25,200.00 annually) to the current monthly allocation payments (\$750,000.00 annually) to the City of Pryor and if the certified building inspector left that position for any reason, the \$2,100.00 additional monthly amount would be removed. If the Board approved the recommendation, then the Municipal Utility Board monthly allocation to the City with a certified building inspector would be \$64,600.00 (\$775,200.00 annually). Two (2) monthly payment would be included in FY2018-2019.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to add \$2,100.00 monthly (\$25,200.00 annually) to the current monthly allocation payments (\$750,000.00 annually) to the

City of Pryor and if the certified building inspector left that position for any reason, the \$2,100.00 additional monthly amount would be removed. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Jared Crisp recognized Pryor Main Street Inc. representatives Mr. Scott Miller and Ms. Jennie VanBuskirk who made a request to provide enhancements to the downtown ornamental light poles. Mr. Crisp discussed the Voluntary Release and Waiver of Liability prepared by our legal counsel, Mr. Fred Sordahl. Mr. Crisp recommended to the Board to allow Pryor Main Street Inc. to paint the downtown ornamental light poles as long as all volunteers signed the Voluntary Release and Waiver of Liability form. Mr. Crisp also recommended the Board purchase one set of the requested brackets to be installed by the electric crew on one pole and install a banner as a trial and prepare a Memorandum of Understanding before making any recommendations to allow banners on the ornamental light poles.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to allow Pryor Main Street Inc. to paint the downtown ornamental light poles and to purchase one set of the requested brackets to be installed by the electric crew on one pole then install a banner as a trial and prepare a Memorandum of Understanding. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, Roberts, and Harris Nay – none

Mr. Crisp discussed and recommended the approval of the First Amendment to our Power Purchase and Sale Agreement with the Grand River Dam Authority which includes new language that clarifies needed contract updates and defines more clearly the installation/powering and retail use of Electric Vehicle chargers.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the First Amendment to our Power Purchase and Sale Agreement with the Grand River Dam Authority which includes new language that clarifies needed contract updates and defines more clearly the installation/powering and retail use of Electric Vehicle chargers. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Roberts, Sixkiller, and Harris Nay – none

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

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

Mr. Crisp discussed and recommended the replacement of the 1987 Vermeer Trencher (Unit #27) with a Ditch Witch trencher from Ditch Witch of Tulsa in Tulsa, Oklahoma at a cost not to exceed the NJPA (National Joint Power Alliance) price of \$58,476.81.

A motion was made by Dr. Rains and seconded by Mr. Roberts to replace the 1987 Vermeer Trencher (Unit #27) with a Ditch Witch

trencher from Ditch Witch of Tulsa in Tulsa, Oklahoma at a cost not to exceed the NJPA (National Joint Power Alliance) price of \$58,476.81. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Crisp discussed and recommended the replacement of the 2004 Bobcat 334G Series D Compact Excavator (Unit #36) with an E35 25hp ZTS Bobcat Compact Excavator with (18) eighteen-inch and (24) twenty-four-inch MX3 XCHG Teeth attachments from White Star Machinery in Tulsa, Oklahoma at a cost not to exceed the Oklahoma Central Purchasing price of \$36,149.70.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to replace the 2004 Bobcat 334G Series D Compact Excavator (Unit #36) with an E35 25hp ZTS Bobcat Compact Excavator with (18) eighteen-inch and (24) twenty-four-inch MX3 XCHG Teeth attachments from White Star Machinery in Tulsa, Oklahoma at a cost not to exceed the Oklahoma Central Purchasing price of \$36,149.70. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, Roberts, and Harris Nay – none

Mr. Crisp discussed and recommended the replacement of the 2012 Walker Mower with a (52) fifty-two-inch mower deck (Unit #119) with a John Deere Z950M ZTrak with a (60) sixty-inch mower deck from P & K Equipment, Inc. in Pryor, Oklahoma at a cost not to exceed the Oklahoma Central Purchasing price of \$9,219.98.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to replace the 2012 Walker Mower with a (52) fifty-two-inch mower deck (Unit #119) with a John Deere Z950M ZTrak with a (60) sixty-inch mower deck from P & K Equipment, Inc. in Pryor, Oklahoma at a cost not to exceed the Oklahoma Central Purchasing price of \$9,219.98. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris Nay – none

Mr. Crisp discussed and recommended the purchase of a (6) six-inch 26PB Dips Fusion Machine with a 120V package at a cost of \$7,641.43 from Isco Industries in Pryor, Oklahoma.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to purchase a (6) six-inch 26PB Dips Fusion Machine with a 120V package at a cost of \$7,641.43 from Isco Industries in Pryor, Oklahoma. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, Roberts, and Harris Nay – none

Mr. Crisp discussed and recommended the purchase of an (83) eighty-three-inch by (18) eighteen feet Car Hauler at a cost of \$5,038.50 from Cowboy Rigs in Pryor, Oklahoma.

A motion was made by Dr. Rains and seconded by Mr. Roberts to purchase an (83) eighty-three-inch by (18) eighteen feet Car Hauler at a cost of \$5,038.50 from Cowboy Rigs in Pryor, Oklahoma.

MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Crisp discussed Bid #918; Water and Sewer Material. Four invitations were sent to suppliers but only one (1) bid was received from Core & Main LP in the amount of \$56,424.75. The Purchasing Agent estimated the material cost which was near the amount of the bid received so Mr. Crisp recommended the Board award Bid #918; Water and Sewer Material to Core & Main LP in the amount of \$56,424.75.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to award Bid #918; Water and Sewer Material to Core & Main LP in the amount of \$56,424.75. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, Roberts, and Harris Nay – none

Mr. Crisp discussed Bid #919; Natural Gas Department Material. Six (6) of the Eight (8) suppliers responded to the invitation to bid. Mr. Crisp recommended the Board approve the Best Low Combination Bid #919; Natural Gas Department Material in the amount of \$9,676.19.

A motion was made by Ms. Mitchell and seconded by Dr. Rains to approve the Best Low Combination Bid #919; Natural Gas Department Material in the amount of \$9,676.19. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Roberts, Sixkiller, and Harris Nay – none

Mr. Crisp discussed and recommended the re-classification of Mr. James W. Armontrout to a Regular Employee with the promotion to “A” Mechanic with Merit (\$22.28 per hour to \$23.39 per hour), effective May 16, 2019.

A motion was made by Dr. Rains and seconded by Mr. Roberts to re-classify Mr. James W. Armontrout to a Regular Employee with the promotion to “A” Mechanic with Merit (\$22.28 per hour to \$23.39 per hour), effective May 16, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

There was no unfinished business

NEW BUSINESS:

Mr. Crisp reported as a matter of permanent record as requested by Oklahoma Department of Environmental Quality (ODEQ), the Municipal Utility Board received Permit No. WL000049190246, Pryor High School Phase 2, Facility No. 30064611 for the construction of 1,092 linear feet of six (6) inch PVC potable water line and all appurtenances to serve the Pryor High School Phase 2, Mayes County, Oklahoma.

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 7:43 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, Rains, and Harris Nay – none


Chairman


Secretary

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

PAYROLL DATE: 5/17/2019

*** REGISTER TOTALS ***

REGULAR CHECKS:	13	14,161.58
DIRECT DEPOSIT REGULAR CHECKS:	38	49,880.50
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	51	64,042.08

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 5-2-19 TO 5-15-19

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:

Jared Criss by Jeri Heel
GENERAL MANAGER

APPROVED:

Darry Harris by Jimb
CHAIRMAN

PO# A0519 - 121

Claim

1295

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
1295	Payroll	A0519-121; Payroll Ending May 15, 2019	64,042.08
1296	RCB-Pryor	FICA-\$11,791.30 Med-\$2,757.66 Federal \$8,781.80	23,330.76
1297	Oklahoma Tax Commission	SWH; Payroll Ending May 15, 2019	3,311.00
1298	Red Crown Credit Union	Payroll Ending May 15, 2019	2,947.50
1299	Oklahoma Centralized Support Registry	Payroll Ending May 15,2019	1,030.62
1300	AFLAC	Payroll Deduction for May 2019	2,321.40
1301	Accurate Environmental, LLC	A0519116; HAAs & THMs Quarterly Water Samples	805.00
1302	Accurate Environmental, LLC	A0519118; Water Samples	125.00
1303	Accurate Environmental, LLC	A0519120; Water Sample	25.00
1304	AutoZone Inc.	20195193; Vehicle Maintenance	21.38
1305	Chupp Implement Co.	20195214; Equipment Maintenance, WWTP Tractor	360.15
1306	CINTAS Corporation 063	20195212; Uniform Rental for April 2019	637.44
1307	C & R Oil Co., Inc.	20195223; Fuel	2,804.70
1308	Embassy Suites by Hilton Norman	20194178; Travel and Training, J. Adams & T. Whitenack	188.00
1309	Enviro-Tec America	20195219; SIR Reports, Cycle 5	75.00
1310	P & K Equipment	20195222; Equipment Maintenance, WWTP Gator	44.93
1311	Green Country Testing, Inc.	20195221; Testing	955.00
1312	ISCO Industries, Inc.	20195197; Equipment Replacement, 6-inch Fusion Machine	7,641.43
1313	Airgas USA, LLC	20195216; Material & Supplies	48.09
1314	Airgas USA, LLC	20195194; Garage/Shop Supplies	55.70
1315	Lakeland Office Systems	A0519122; Quarterly Office Copies (Total 33,125)	612.29
1316	Koon's Gas Measurements	20195184; City Gate #2 Battery Pack for Corrector	168.72
1317	Mike's Tire & Car Care	20195218; Tires, Truck #12 and Chipper	542.16
1318	O'Reilly Auto Parts	20195190; Vehicle & Equipment Maintenance	162.97
1319	Oklahoma Natural Gas Company	Transportation Fees for April 2019	6,040.55
1320	Pryor Automotive Supply	20195191; Equipment Maintenance	422.63
1321	Pryor Waste Recycling, LLC	Solid Waste Disposal Fees for April 2019	90,419.63
1322	Pryor Lumber Co., Inc.	20195192; Small Tools and Supplies	283.16
1323	Teel Electronics/Radio Shack	20194174; Batteries for 9th Street Switch	67.98
1324	Tulsa Cleaning Systems	20195209; Pressure Washer Soap	343.75
1325	Tractor Supply Credit Plan	20195210; Material & Supplies	747.20
1326	Core & Main LP	20194177; Material & Small Tools	954.66
1327	Fred H. Sordahl, Inc. PC	A0519126; Attorney Fees for April 2019	537.50
1328	City of Pryor Creek	Occupational Fee for April 2019	2,945.72
1329	City of Pryor Creek	Cleaning Service through May 3, 2019	576.92
1330	City of Pryor Creek	A0519119; Google App Licenses (19 Total)	1,368.00
1331	City of Pryor Creek	A0718168; Allocation to City, Payment #10	62,500.00
1332	Municipal Utility Board	Solid Waste Billing Fees for April 2019	5,891.43
1333	Ink Images	A0519123; Mailer for Natural Gas Safety Awareness	1,480.00
1334	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Collections for April 2019	84.87
1335	VISA Control Account	A0519117; Training, Travel, Supplies, and Misc.	1,615.25
1336	Tower Loans	A0219042; Garnishment, J. Richford	153.33
1337	Adams, Jennifer	A0519115; OGA Leadership Conference, Norman, Oklahoma	218.55
1338	Wood II, J. R.	A0519127; Water/Wastewater Certification, Wagoner, Oklahoma	125.28
1339	Constellation Newenergy-Gas Division	Purchased Gas for April 2019	39,241.92
TOTAL			<u>\$ 328,274.65</u>