



September 16, 2019

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Monday, September 16, 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, Mr. Mark Roberts, Ms. Lorri Mitchell, and Dr. Art Sixkiller.

Mr. Jared Crisp noted the September 3, 2019 Agenda Item 6c promotion was incorrect. Mr. Barry Henderson was hired as an Apprentice I Tree-Trimmer Non-Merit and should have been promoted to Journeyman Tree-Trimmer Non-Merit. Mr. Ben Sherrer advised the Board to create a new agenda item for the next Board Meeting to correct the classification error and promotion.

A motion was made by Dr. Rains and seconded Dr. Sixkiller to approve the minutes of the Regular Meeting held September 3, 2019 with the exception to the paragraph regarding Mr. Barry Henderson's promotion. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Sixkiller, Roberts, Mitchell, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #254 - #339 totaling \$987,096.40 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, Roberts, and Harris Nay – none

The Board recognized Mayor Lees who encouraged the Board to visit the "Do Something Good Pryor" website to learn more about the September 28, 2019 project. The Mayor also expressed his gratitude to the Municipal Utility Board and Mr. Crisp who worked with former Mayor Tramel and Park Superintendent Mr. Frank Powell to reduce the water rates from an inside city limit rate to an industrial water rate (about one-half the cost) for the public swimming pool and splash pad which resulted in a favorable report during the City of Pryor Creek Budget Meeting. The Mayor conveyed his appreciation of Mr. Crisp jointly attending meetings with potential developers and the economic development value of Mr. Crisp sharing his knowledge and support during confidential meetings.

The Board recognized Mr. Jerry Cook, Grand River Dam Authority Manager of Customer Support Services who introduced Mr. Travis Hinshaw, GRDA Environmental Compliance and Culture Development. Both extended their appreciation of the MUB Board and Staff.

The Board recognized Mrs. Pat Richard, who is a retired registered nurse and a Park Board Member who is active at the Pryor Golf Course. Mrs. Richard expressed her continued desire for the MUB to consider purchasing AED (Automated External Defibrillator) machines for their facilities and trucks. Mrs. Richard offered to research prices, grants, etc. and make a presentation to the Board. Mr. Crisp would like for MUB legal

counsel to research the liability associated with AED machines in trucks, facilities, etc. before he schedules her presentation to the Board.

Mr. Powell gave a progress report on the Baffle Wall Project at the Wastewater Treatment Plant, the Water Line Extension Easements on North Old Airport Road, and the easement encroachment survey on the Westside Water Line Project near Strawhun Road. Mr. Crisp added, the North Old Airport Road extension easements would be for water and gas lines. Customers giving a utility easement would be given one free gas tap and one free water tap.

The Board recognized Mr. Jared Crisp who discussed the Disaster Management for Electric Power Systems (MGT-345) sponsored by GRDA and OMPA and presented by the Oklahoma Municipal Alliance in Edmond, Oklahoma on October 22-23, 2019. Mr. Crisp recommended the Board allow him and Mr. Travis Willis to attend at a cost not to exceed \$600.00.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to allow Mr. Jared Crisp and Mr. Travis Willis to attend the Disaster Management for Electric Power Systems (MGT-345) presented by the Oklahoma Municipal Alliance in Edmond, Oklahoma on October 22-23, 2019, at a cost not to exceed \$600.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Crisp also reported the October 7, 2019 Regular Meeting would be a joint meeting with the City of Pryor Creek Budget / Personnel Committee and would include the presentation of the Updated Electric and Wastewater Rate Analysis prepared by Willdan Financial Services.

Mr. Crisp reported he will meet with OOWA staff to finalize the utility side of “The District” request to be annexed into the City of Pryor.

The Board recognized Mrs. Teri Hill who elaborated on the arrangement for employees to use the Sharpe’s Charge Account for their clothing allowance.

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

There was no unfinished or new business to discuss.

The Board recognized Mr. Ben Sherrer who had no report

A motion was made by Mr. Roberts and seconded by Dr. Rains to adjourn at 7:37 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Rains, Mitchell, Sixkiller, and Harris Nay – none


Chairman


Secretary

October 7, 2019

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
340	Payroll	A0919244; Payroll Ending September 18, 2019	69,985.88
341	RCB Bank-Pryor	FICA-\$12,226.50; MED-\$2,859.38; FED-\$8,232.03	23,317.91
342	Oklahoma Tax Commission	SWH Payroll Ending September 18, 2019	3,406.00
343	Oklahoma Centralized Support Registry	Payroll Deduction Ending September 18, 2019	893.03
344	Principal Financial Group	Payroll Deduction for 457 Ret. Savings; September 2019	14,752.26
345	Principal Financial Group	Payroll Deduction for 457 Loan Repayment; September 2019	1,167.08
346	Principal Financial Group	MPP Retirement Contribution for September 2019	22,658.75
347	Oklahoma State Tax Commission	September 2018 Actual/October 2019 Estimated Sales Tax	50,295.49
348	Payroll	A0919256; Payroll Ending October 2, 2019	70,553.68
349	RCB Bank-Pryor	FICA-\$12,330.20; MED-\$2,883.68; FED-\$8,146.35	23,360.23
350	Oklahoma Tax Commission	SWH Payroll Ending October 2, 2019	3,421.00
351	Oklahoma Centralized Support Registry	Payroll Deduction Ending October 2, 2019	893.03
352	Accurate Environmental, LLC	A0919243; Water Samples	125.00
353	Accurate Environmental, LLC	A1019253; Water Samples	181.00
354	Auto Definitions	20199424; Vehicle Maintenance, Truck #10	175.00
355	Automationdirect.com, Inc.	20199447; Equipment Maintenance, Cone Valves	165.00
356	Berendsen Fluid Power	20197321; Equipment Maintenance, Hydraulic Cylinder	7,082.50
357	Black Mesa Security, LLC.	A0919240; Drive Window Audio System	1,372.00
358	Blue Cross Blue Shield of Oklahoma	Group Medical Coverage for October 2019	45,954.92
359	Carrot-top Industries, Inc.	20199403; U.S. Flag	89.99
360	Clifford Power Systems Inc.	20199428; Equipment Maintenance, Generac Generator	704.42
361	C & R Oil Co., Inc.	20199432; Fuel	2,405.86
362	C & R Oil Co., Inc.	201910452; Fuel	2,299.21
363	Cove Environmental, LLC.	20199445; Quarterly Biomonitoring Testing	1,532.00
364	Cross-Bo Construction	A0819217; Bore Change Order, Final Payment	1,700.05
365	Delta Dental of Oklahoma	Group Dental Coverage for October 2019	3,239.78
366	Dolese Bros. Co.	20199411; Concrete	285.00
367	Enviro-Tec America	20199438; SIR Reports, Cycle 10	75.00
368	Erwin Glass, Inc.	201910458; Warehouse Maintenance, Office Windows	183.34
369	Farwest Line Specialties, LLC	20199425; Small Tools, Electric Department	104.84
370	Fastenal Company	20199443; Material & Supplies, City Gate #2	23.25
371	Fotronic Corporation Test Equipment Depot	A0819226; Small Tool, Microscanner 2 Termination Test Kit	800.00
372	Frontier International dba Summit Truck Group	20199449; Equipment Maintenance, Old Truck #13	143.99
373	Gibbs Plumbing	20199441; Water Heater Repair	103.30
374	Chris Gonthier d/b/a Meaux Down Lawncare	201910454; Mowing Service through September 25, 2019	455.00
375	Grand River Dam Authority	Purchased Electric for September 2019	538,548.24
376	P & K Equipment	20199444; Material & Supplies for Tree Trimming Crew	25.99
377	Green Country Testing Inc.	20199436; Testing	495.00
378	Green Country Testing Inc.	201910457; Testing	415.00
379	Airgas USA, LLC	20199442; Nitrogen	48.09
380	Locke Supply Co.	201910453; Supplies and Small Tools	444.90
381	Love, Beal & Nixon, P.C.	A0819221; Garnishment Payment #2, C. Grass	210.55
382	Love, Beal & Nixon, P.C.	A0819221; Garnishment Payment #3, C. Grass	210.55
383	Mac's Hydraulic Jack Service, Inc.	20199430; Equipment Maintenance, Tamper	306.96
384	Infrastructure Solutions Group, LLC	A0919246; Engineer Services for August 2019	1,902.50
385	Infrastructure Solutions Group, LLC	A0919246; ODEQ Discharge Violation	125.00
386	Infrastructure Solutions Group, LLC	A1015240; CCP, GIS Mapping-Phase II	820.00
387	Mike's Tire & Car Care	20199429; Equipment Maintenance, Backhoe Tire	45.00
388	Northern Safety & Industrial	20199435; Safety Equipment, Hard Hat Liner	144.54
389	New Pig Corporation	20199413; Safety Equipment, Spill Kit	1,112.35
390	Pikepass Government Account Services	A0919241; Turnpike fees for July & August 2019	50.07
391	Oklahoma Gas Association	A0919242; Registration for 2019 OGA Annual Conference	935.00
392	Oklahoma Natural Gas Company	Transportation Fee for August 2019	6,039.95
393	Oklahoma Ordnance Works Authority	Purchased Water for September 2019	64,962.78
394	Pryor Stone Inc.	20199434; Rock	957.93
395	Mayes County RWD #4	WWTP Water Service for September 2019	19.00
396	Roberts Auto Center	20199437; Vehicle Maintenance, Truck #2	86.27
397	Sherwin-Williams	20199446; Paint	54.89
398	Sundance Office	A0919245; Office Supplies	162.90
399	Sundance Office	20199448; Warehouse Supplies	207.96
400	Sundance Office	A1019257; Calendars and Paper Supplies	204.73
401	Traffic Signals Inc.	20199433; Equipment Maintenance, Traffic Lights	3,531.75
402	U S Cellular	Cellular Service for September 2019	1,255.26
403	Core & Main	20198398; Material & Supplies	220.50
404	Core & Main	20199408; Material & Supplies and Hot Tap Fee	2,216.17
405	Core & Main	20199440; Material & Supplies	842.10
406	Walmart Community/SYNCB	20199439; Material & Supplies	228.73
407	Absolute Technologies	A0919232; Computer Replacement, Payment #1	5,103.00
408	Absolute Technologies	A0919248; Cyberpower UPS Systems	49.95
409	Beasley & Company	A1019252; Quarterly Retirement TPA Service Fee	1,308.00
410	Ben Sherrer Law Office, P.C.	A1019254; Attorney Fee for September 2019	900.00
411	Mutual of Omaha Payment Process Center	Group AD&D Coverage for October 2019	820.02
412	City of Pryor Creek	A0719172; Cleaning Service; Payroll Ending Sept. 6, 2019	594.23
413	Kolker & Kolker Inc.	A1019251; Consultant Fee for Year End Audit Preparation	1,250.00
414	Municipal Utility Board	Utility Services for September 2019	16,215.39
415	Fiber Interactive Technologies	Telephone Service for September 2019	166.83
416	Dearborn National Life Insurance Company	Group LTD Coverage for October 2019	1,252.13
417	Municipal Utility Board	Petty Cash	283.57
418	Oklahoma Municipal League	A1019255; OML Annual Conference Banquet Guest, G. Harri	45.00
419	Pryor Printing, Inc.	A0919250; Cash Envelopes	444.00
420	Technical Programming Services Inc.	A0919247 Bill/Late Message Print & Mailing, Sept. 2019	3,379.92
421	Vision Service Plan	Payroll Deduction for October 2019	588.07
422	DEQ-Administrative Services A/R	20199426; C Wastewater Exam, C. Crofford	62.00
423	DEQ-Administrative Services A/R	20199427; C Water Exam, C. Crofford	62.00
424	Willdan Financial Services	A0319069; CCP, Rate Analysis, Payment #1	22,050.00
425	Early, Janice	A0919249; Mileage Reimbursement, OML Conference	61.45

TOTAL

1,035,371.01

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

PAYROLL DATE: 9/20/2019

*** REGISTER TOTALS ***

REGULAR CHECKS:	12	14,146.72
DIRECT DEPOSIT REGULAR CHECKS:	39	55,839.16
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	51	69,985.88

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 9-5-2019 TO 9-18-2019

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 CORRECT.

SIGNED: Hannah Moore for Jared Crisp
GENERAL MANAGER

APPROVED: Garry Harris by HM
CHAIRMAN

PO # A0919-244

Claim # 0340

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	16,087.13
DIRECT DEPOSIT REGULAR CHECKS:	42	54,466.55
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	56	70,553.68

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 9/19/2019 TO 10/2/2019

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 CORRECT.

SIGNED: Hannah Moore for Jared Crisp
GENERAL MANAGER

APPROVED: Garry Harris by HM
CHAIRMAN

PO # A019-256

CLAIM# 0348