



October 7, 2019

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

The attending City of Pryor Creek Budget Committee members were Mr. Choya Shropshire, Ms. Brianna Brakefield, Mr. Zac Doyle, and Mr. Randy Chitwood. Also attending were City Clerk Eva Smith, Mayor Larry Lees, and Councilmembers Ms. Jill Sherman and Rev. Dennis Nance. Other guest attending were Mr. Terry Alyward, Mr. Ryan Stout, Mr. Gary Pruett, Mr. Dan Jackson, and Ms. JoLynn Rains.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve the minutes of the Regular Meeting held September 16, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

Chairman Harris moved the meeting to Agenda Item 5a and recognized Mr. Jared Crisp who reported the Municipal Utility Board and the community would be affected by the implemented Grand River Dam Authority wholesale rate re-structure change and the annexation of "The District". He also reported the power point presentation would be for information only with no possible action during this meeting and asked those present to respectfully refrain from asking questions until each segment was completed.

Mr. Crisp introduced Ms. JoLynn Rains and Mr. Dan Jackson of Willdan Financial Services who prepared an Updated Electric and Wastewater Rate Analysis for the Municipal Utility Board. Mr. Jackson and Ms. Rains discussed the City Charter, the impact of changes since 1980, and provided a power point presentation of their electric and wastewater rate analysis and recommendations. (See Attachment)

Mr. Crisp will discuss the rate recommendations during the next Board Meeting on October 21, 2019 and present the approved recommendations to the Pryor Creek City Council on November 5, 2019.

Chairman Harris moved the meeting to Agenda Item 2.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #340 - #425 totaling \$1,035,371.01 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

The Board recognized Mayor Lees who reported on several activities involving the City of Pryor Creek. He also reported on the Kum & Go Project at Southeast 29th Street & Hwy 69.

The Board recognized Mr. Steve Powell who gave progress reports on the acquisition for easement notice to extend gas and water on North Old Airport Road, the ODOT (Oklahoma Department of Transportation) application to bore under State Highway 20 for the Westside Water Line Project near Strawhun Road, and informed the Board that the construction of the Baffle Walls inside the chlorine contact basins is completed at the Wastewater Treatment Plant.

The Board recognized Mr. Jared Crisp who discussed his review of the Memorandum of Understanding between the Municipal Utility Board and City of Pryor Creek for Pryor/Mayes Resilience, Transportation and Economic Project which is a requirement for a green space grant application with Mr. Ben Sherrer and Mayor Lees. Mr. Crisp recommended entering into a Memorandum of Understanding between the Municipal Utility Board and City of Pryor Creek for Pryor/Mayes Resilience, Transportation and Economic Project.

A motion was made by Dr. Rains and seconded by Mr. Roberts to enter into a Memorandum of Understanding between the Municipal Utility Board and City of Pryor Creek for Pryor/Mayes Resilience, Transportation and Economic Project. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris
Nay – none

Mr. Jared Crisp discussed his review of the Memorandum of Understanding between the Municipal Utility Board and Grand River Dam Authority for Distribution Upgrades for The District which will also provide a back feed to Wal-Mart and businesses on South US69 Highway with Mr. Ben Sherrer. Mr. Crisp recommended entering into a Memorandum of Understanding between the Municipal Utility Board and Grand River Dam Authority for Distribution Upgrades for The District.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to enter into a Memorandum of Understanding between the Municipal Utility Board and Grand River Dam Authority for Distribution Upgrades for the District. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris
Nay – none

Mr. Jared Crisp presented two (2) Partnership Banners provided to the Municipal Utility Board by Grand River Dam Authority. The banners will be displayed by MUB Staff at community events such as the Christmas Parade, City Block Party, etc.

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

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

The Board recognized Mr. Jared Crisp who recommended the re-classification of Mr. Barry Henderson to Regular Employee with the promotion to Journeyman Trimmer Non-Merit, effective September 5, 2019.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to approve the re-classification of Mr. Barry Henderson to Regular Employee with the promotion to Journeyman Trimmer Non-Merit, effective September 5, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, Rains, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Best Low Combination Bid #921; Natural Gas Department Material in the amount of \$9,709.48.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the Best Low Combination Bid #921; Natural Gas Department Material in the amount of \$9,709.48. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris Nay – none

There was no unfinished or new business to discuss.

The Board recognized Mr. Ben Sherrer who had no report

A motion was made by Ms. Mitchell and seconded by Dr. Rains to adjourn at 8:32 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Sixkiller, Roberts, 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
426	Payroll	A1019267; Payroll Ending October 16, 2019	66,845.30
427	RCB-Pryor	FICA-\$11,793.82 Med-\$2,758.32 Federal \$8,360.21	22,912.35
428	Oklahoma Tax Commission	SWH; Payroll Ending October 16, 2019	3,272.00
429	Oklahoma Centralized Support Registry	Payroll Ending October 16, 2019	893.03
430	Principal Financial Group	Retirement Savings Deduction for October 2019	14,498.02
431	Principal Financial Group	457 Loan Repayment for October 2019	1,167.08
432	Principal Financial Group	MMP Retirement Contribution for October 2019	22,623.31
433	Oklahoma Employment Security Comm.	3rd Quarter 2019 Employers Unemployment Tax	434.65
434	AFLAC	Payroll Deduction for October 2019	2,321.40
435	Arkansas Testing, LLC	201910488; Cathodic Protection Survey	2,000.00
436	Accurate Environmental, LLC	A1019270; Water Samples	125.00
437	BlueMark Energy, LLC	Purchased Gas for September 2019	13,496.18
438	Brenntag Southwest, Inc.	20199451; Chlorine & Sulfur Dioxide	1,571.06
439	Cooks Consulting, LLC	A0319059; CCP, Baffle Walls Final Payment	19,950.00
440	CINTAS Corporation 063	201910468; Uniform Rental for September 2019	648.28
441	CINTAS First Aid & Safety	201910462; First Aid Supplies	169.58
442	CINTAS First Aid & Safety	A1019258; First Aid Kit Supplies, October 2019	136.50
443	C & R Oil Co., Inc.	201910485; Diesel Fuel for WWTP	1,873.04
444	C & R Oil Co., Inc.	201910490; Fuel	2,128.30
445	Dolese Bros. Co.	201910455; Concrete	530.00
446	Dolese Bros. Co.	201910456; Concrete Blocks	70.00
447	Dolese Bros. Co.	201910460; Material & Supplies	318.00
448	Enviro-Tec America	201910478; SIR Reports, Cycle 11	75.00
449	ESRI (Environmental Systems Research)	A1019262; Annual ARCGIS Desktop Renewal	400.00
450	Praxair Distribution Inc.	201910469; Cylinder Lease for Flampaks	79.10
451	Gonthier, Chris dba Meaux Down Lawncare	201910486; Mowing Service for September/October 2018	1,155.00
452	Green Country Surveying, PLLC	A1019264; Development of Legal Description	150.00
453	HACH Company	20199450; Lab Supplies for WWTP	447.23
454	Airgas USA, LLC	201910470; Monthly Cylinder Lease/Rental Fees	303.81
455	KGM (Koons Gas Measurement)	201910461; Equipment Maintenance, City Gate #2	9,319.48
456	Love, Beal & Nixon, P.C.	A0819221; Garnishment Payment #4, C. Grass	210.55
457	MESO/OMUSA	A1019268; JT&S Quarterly Dues, FY 2019-2020	1,163.75
458	Mike's Tire & Car Care	201910466; Vehicle Maintenance, Truck #11	67.68
459	Muskogee Communications, Inc.	201910463; New Radio for Truck #1	475.00
460	Pikepass Government Account Services	A1019260; Turnpike Fees for September 2019	42.95
461	O'Reilly Auto Parts	201910465; Vehicle Maintenance and Supplies	454.30
462	Oklahoma Natural Gas Company	Transportation Fees for September 2019	6,039.87
463	Patchwork Pup	201910479; Shirts and Hoodies (156 total)	1,437.00
464	Patchwork Pup	201910484; Shirts and Coat (6 total)	62.00
465	Pryor Automotive Supply	201910464; Equipment and Vehicle Maintenance & Supplies	514.29
466	Pryor Waste and Recycling, LLC	Solid Waste Disposal Fees for September 2019	90,831.46
467	Pryor Lumber Co., Inc.	201910459; Material and Small Tools	477.12
468	Petroleum Marketers	201910481; Fuel Tank Overfill/Spill Containment Testing	1,471.00
469	Roberts Auto Center	201910480; Vehicle Maintenance, Old Truck #17	149.44
470	Roberts Auto Center	201910487; Tires for Truck #2	1,020.00
471	Tractor Supply Credit Plan	201910467; Material & Supplies	52.35
472	Absolute Technologies	A1019269; Cables, Keyboard, and LaserJet Printer	500.91
473	City of Pryor Creek	Occupational Fee for September 2019	2,959.20
474	City of Pryor Creek	A0719172; Payroll Ending October 4, 2019	594.23
475	City of Pryor Creek	Workman's Comp for August 2019	10,068.49
476	City of Pryor Creek	A0819210; Allocation to City, Payment #3	64,600.00
477	Financial Equipment Company	A1019263; Annual Maintenance, Currency Counter	270.00
478	Municipal Utility Board	Solid Waste Billing Fees for September 2019	5,918.40
479	Oklahoma Municipal Assurance Group	A1019266; Claim Deductible, W. Callison	227.83
480	Personnel Concepts	A1019265; Compliance Notices (3)	671.83
481	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Collections for September 2019	122.91
482	VISA Control Account	A1019261; Travel Expenses (Total Employees 4)	1,428.28
483	Willdan Financial Services	A0319069; CCP, Rate Analysis Final Payment	22,050.00
484	Green Country Shredding & Recycling	A1019271; Onsite Shredding for September/October 2019	110.00
485	Landmark Surveying, LLC	A1019272; Survey Fee, Old Airport Road Right of Way	525.00
TOTAL			<u>\$ 404,428.54</u>

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

PAYROLL DATE: 10/18/2019

*** REGISTER TOTALS ***

REGULAR CHECKS:	11	14,278.10
DIRECT DEPOSIT REGULAR CHECKS:	39	52,567.20
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	50	66,845.30

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 10-3-19 TO 10-16-19

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: Jerri M. Hill for Jared Crisp
GENERAL MANAGERAPPROVED: Darryl Harris by Jmh
CHAIRMAN

PO # A1019 - 267

Claim

0426