



November 4, 2019

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

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held October 21, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #486 - #529 totaling \$287,233.23 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

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

The Board recognized Mr. Steve Powell who discussed the bore project under State Highway 20 and discovered a couple of two-inch main lines which are considered choke points within the water distribution system on the west side of town which will need to be replaced with larger mains to provide fire protection.

Mr. Powell also reported he was preparing to schedule a public meeting with 69 Water District Customers to discuss easements and utility services.

Mr. Jared Crisp discussed upgrades and improvements at the 9<sup>th</sup> Street Lift Station and the need to replace the guide rails for the pumps.

The Board recognized Mr. Jared Crisp who discussed and recommended the Board approve the First Amendment to 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. Rains and seconded by Dr. Sixkiller to approve the First Amendment to 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 – Rains, Sixkiller, Roberts, Mitchell, and Harris Nay – none

Mr. Crisp discussed and recommended the Board approve the purchase of equipment and accessories for a new line locator from Rep Com International at a cost not to exceed \$6,976.80.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve the purchase of equipment and accessories for a new line locator from Rep Com International at a cost not to exceed \$6,976.80. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Sixkiller, Rains, and Harris Nay – none

Mr. Crisp discussed the underground storage tanks at the warehouse, wastewater treatment plant, and 9<sup>th</sup> Street lift station. Mr. Crisp recommended the Board approve the purchase of two (2) 1,000 gallon dual wall skids and accessories from Newberry Tanks & Equipment, LLC at a cost not to exceed \$9,378.00 (8-week lead time) to be placed at the warehouse. He also recommended the Board enter into an agreement with Petroleum Marketers Equipment Company of Tulsa, LLC for the removal and disposal of three (3) fiberglass underground storage tanks at the warehouse at a cost not to exceed \$6,725.00 and for repairs of the underground storage tanks at the 9<sup>th</sup> Street Lift Station and the Wastewater Treatment Plant at a cost not to exceed \$7,745.00.

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to purchase two (2) 1,000 gallon dual wall skids and accessories from Newberry Tanks & Equipment, LLC at a cost not to exceed \$9,378.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Sixkiller, Mitchell, Roberts, and Harris Nay – none

A motion was made by Dr. Rains and seconded by Ms. Mitchell to enter into an agreement with Petroleum Marketers Equipment Company of Tulsa, LLC for the removal and disposal of three (3) fiberglass underground storage tanks at the warehouse at a cost not to exceed \$6,725.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Roberts, Sixkiller, and Harris Nay – none

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to enter into an agreement with Petroleum Marketers Equipment Company of Tulsa, LLC for repairs of the underground storage tanks at the 9<sup>th</sup> Street Lift Station and the Wastewater Treatment Plant at a cost not to exceed \$7,745.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Sixkiller, Roberts, Mitchell, and Harris Nay – none

Mr. Crisp discussed Exhibit A and the Cost of Service Rate Study then recommended the Board approve the Residential Total Electric Winter Rate (November – April), Commercial Customer Rate, Commercial Total Electric Heat Rate (November – April) and Demand Electric Energy Rate as presented in Exhibit A to be effective December 1, 2019.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve the Residential Total Electric Winter Rate (November – April), Commercial Customer Rate, Commercial Total Electric Heat Rate (November – April) and Demand Electric Energy Rate as presented in Exhibit A to be effective December 1, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, Sixkiller, and Harris Nay – none

Mr. Jared Crisp presented a copy of the written "Recommended Residential Electric Rate Adjustment" sent to Honorable Larry Lees, Mayor and Members of the City Council. Mr. Crisp will attend the Pryor Creek City Council Meeting on November 5, 2019 to discuss the findings in the Cost of Service Presentation and the Board's recommendation to adjust the Inside Residential Electric Rate from \$0.0903 per kWh to \$0.0704 per kWh effective December 1, 2019, the three percent (3%) escalator beginning Fiscal Year 2021 and ending Fiscal Year 2026. He will also discuss the addition of line loss factors to the Power Cost Adjustment (PCA) as determined by the previous fiscal year's calculations for all electric customers. (Addendum Item 1, City Council Meeting, Tuesday, November 5<sup>th</sup>, 2019 at 6:00 p.m.)

The Board recognized Mrs. Teri Hill who expressed her gratitude to the Board for allowing her to attend the 2-day Excel Basic and Beyond the Basics Training in Tulsa, Oklahoma on October 24 & 25. The easy to follow visual aids provided during the presentation have been placed in binders to be shared with staff at the warehouse and wastewater treatment plant.

Mrs. Hill also reported Mr. Jeff Kolker finalized the electronic financial files and the Auditor, Ms. Violet Kirkendall, was scheduled to perform testing in our business office on November 12, 2019. Mrs. Hill anticipated a presentation of the Audit during the Regular Board Meeting on December 2, 2019.

A written Department Foreman's Report was presented. Mr. Crisp discussed the October 30, 2019 extended electric outage in the South Veyda and Locke Street area. He commended the Electric Department and the Apprentices.

The Board recognized Mr. Jared Crisp who discussed line items 9-12 and line items 35 & 36 of Bid #922 (Electric Department). Mr. Crisp recommended the Best Low Combination Bid #922 in the amount of \$56,194.02.


A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the Best Low Combination Bid #922 in the amount of \$56,194.02. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, 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 Dr. Rains and seconded by Mr. Roberts to adjourn at 8:00 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, 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
530	Payroll	A1119291 Payroll Ending November 13, 2019	69,213.41
531	RCB-Pryor	FICA-\$12,105.54; Med-\$2,831.20; Federal \$8,274.04	23,210.78
532	Oklahoma Tax Commission	SWH; Payroll Ending November 13, 2019	3,426.00
533	Oklahoma Centralized Support Registry	Payroll Ending November 13, 2019	893.03
534	AFLAC	Payroll Deduction for November 2019	2,321.40
535	Accurate Environmental, LLC	A1119295; Water Samples	981.00
536	CDW Government	A0919238; Mobile Service Module Mounting Kit	346.80
537	CNE Will Rogers Downs	201911528; Safety Appreciation Dinner	2,707.10
538	Chouteau Lime Co., Inc.	201911505; Material & Supplies	350.00
539	C & R Oil Co., Inc.	201911520; Fuel	2,208.50
540	Enviro-Tec America	201911526; SIR Reports, Cycle 12	75.00
541	Fastenal Company	201911525; Material & Supplies	77.17
542	ABS Communications Inc.	A1119286; Mobile Service Module iPad Defender Case	89.95
543	Grand River Dam Authority	Purchased Electric for October 2019	432,580.08
544	Locke Supply Company	201911507; Supplies and Small Tools	212.33
545	Love, Beal & Nixon, P.C.	A0819221; Garnishment Payment #6, C. Grass	210.55
546	Infrastructure Solutions Group, LLC	A1119293; Engineer Fees for October 2019	1,195.00
547	Mike's Tire & Car Care	201911522; Tires for Truck #8 and Truck #12	1,154.79
548	Oklahoma One Call System Inc.	A1119290; 2018-2019 Annual Output & Ticket Fees	681.60
549	Pikepass Government Account Services	A1119289; Turnpike Fees for October 2019	33.66
550	O'Reilly Auto Parts Inc.	201911524; Equipment and Vehicle Maintenance	328.80
551	Pryor Automotive Supply	201911521; Equipment and Vehicle Maintenance	1,322.35
552	Pryor Waste and Recycling, LLC	Solid Waste Disposal Fees for October 2019	89,571.01
553	Pryor Lumber Co., Inc.	201911527; Material and Small Tools	312.37
554	Mayes County RWD #4	WWTP Water Service for October 2019	19.00
555	Stuart C. Irby Co.	201910477; Material & Supplies	815.06
556	Triple Crown Products	201911499; Uniform Appreciation Jackets	3,503.33
557	Tractor Supply Credit Plan	201911523; Small Tool & Pintle Hook Combo	122.97
558	Ben Sherrer Law Office, P.C.	A1119288; Attorney Fee for October 2019	420.00
559	City of Pryor Creek	Occupational Fee for October 2019	2,917.73
560	City of Pryor Creek	A0719172; Payroll Ending November 1, 2019	594.23
561	City of Pryor Creek	Workman's Comp for September 2019	10,021.28
562	City of Pryor Creek	A0819210; Allocation to City, Payment #4	64,600.00
563	Kolker & Kolker	A1119287; Consultant Fee for 2018-2019 Audit	9,250.00
564	Municipal Utility Board	Solid Waste Billing Fees for October 2019	5,835.46
565	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Collections for October 2019	70.60
566	VISA Control Account	A1119296; Travel & Training, Equipment Maintenance, Misc.	2,288.50
567	Hill, Teri	A1119285; Mileage Reimbursement, Cash Handling Training	89.28
568	Absolute Technologies	A1119294; GIS Maintenance and Crimp Tool Kit	157.97
569	BlueMark Energy, LLC	Purchased Gas for October 2019	28,243.60
570	Oklahoma Natural Gas Company	Purchased Gas Transportation Fee for October 2019	6,040.25
TOTAL			<u>\$ 768,491.94</u>

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

PAYROLL DATE: 11/15/2019

\*\*\* REGISTER TOTALS \*\*\*

REGULAR CHECKS:	11	15,768.11
DIRECT DEPOSIT REGULAR CHECKS:	38	53,445.30
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
-----		
TOTAL CHECKS:	49	69,213.41

\*\*\* NO ERRORS FOUND \*\*\*

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR****DATE: FROM 10-31-19 TO 11-13-19**

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: Merie M. Hise for Jared Crisp  
GENERAL MANAGERAPPROVED: Marry Harris by (Jmh)  
CHAIRMAN

PO# A1119 - 291

claim #

0530