



November 18, 2019

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Monday, November 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, 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 November 4, 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 #530 - #570 totaling \$768,491.94 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, Roberts, and Harris Nay – none

The Board recognized Mayor Lees who reported on the Homeland Property Project, the downtown merchants Festival of Lights, and the Veteran's Day Parade.

The Board recognized Mr. Jared Crisp who reported on several engineer projects. The plans for the bore under State Highway 20 have been submitted to ODOT. The electric crew had an emergency dispatch to pull the pump at the 9th Street Lift Station and Mr. Crisp deemed the study to replace the guide rails for the pumps to be urgent. He also reported, Mr. Powell continues to work on the Wastewater Treatment Facility Study.

Mr. Jared Crisp reported his assistance to Mrs. Pat Richard with the submission of a grant to the O. D. Jock Mayor Foundation for the purchase of AED's (Automated External Defibrillator) to be placed at the Wastewater Treatment Plant, Warehouse, the Business Office, and on an Electric Department Vehicle.

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

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

The Board recognized Mr. Jared Crisp who discussed and recommended the Best Low Combination Bid #923 (Electric Department) in the amount of \$85,003.85.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to approve the Best Low Combination Bid #923 (Electric Department) in the amount of \$85,003.85. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none

Mr. Crisp discussed the 2002 Vermeer Brush Chipper (Unit #178) and the current trade-in value. Mr. Crisp recommended the Board approve the replacement of the 2002 Vermeer Brush Chipper (Unit #178) with a new 2019 Vermeer BC1500 at a quote equivalent or less than the State of Oklahoma Central Purchasing Contract Price, less \$8,000.00 trade-in; a cost not to exceed \$47,652.97.

A motion was made by Dr. Rains and seconded by Mr. Roberts to replace the 2002 Vermeer Brush Chipper (Unit #178) with a new 2019 Vermeer BC1500 at a quote equivalent or less than the State of Oklahoma Central Purchasing Contract Price, less \$8,000.00 trade-in; a cost not to exceed \$47,652.97. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Crisp discussed and recommended the promotion of Mr. James Wood II from acting serviceman to Gas and Water Serviceman Non-Merit, effective November 14, 2019.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. James Wood II from acting serviceman to Gas and Water Serviceman Non-Merit (\$24.09 per hour to \$24.63 per hour) effective November 14, 2019. 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. Sixkiller to adjourn at 7:20 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Rains, Roberts, and Harris Nay – none


Chairman


Secretary

December 2, 2019

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
571	Payroll	A1119308; Payroll Ending November 27, 2019	69,844.83
572	RCB Bank-Pryor	FICA-\$11,953.18; MED-\$2,795.48; FED-\$7,644.68	22,393.34
573	Oklahoma Tax Commission	SWH Payroll Ending November 27, 2019	3,400.00
574	Oklahoma Centralized Support Registry	Payroll Deduction Ending November 27, 2019	893.03
575	Principal Financial Group	457 Retirement Savings Deduction for November 2019	19,721.05
576	Principal Financial Group	457 Loan Re-payment for November 2019	1,750.62
577	Principal Financial Group	MMP Retirement Contribution for November 2019	33,100.64
578	Oklahoma State Tax Commission	November 2019 Actual/December 2019 Estimated Sales Tax	50,285.66
579	Arkansas Electric Cooperatives, Inc.	201911514; Bid #922, Electric Material	7,414.95
580	Accurate Environmental, LLC	A1119295; Water Samples	125.00
581	B & B Meter Service	201910471; Bid #921, Gas Material	3,050.40
582	BlueCross BlueShield of Oklahoma	Group Medical Coverage for December 2019	41,228.89
583	Brenntag Southwest, Inc.	201911504; Material and Supplies	1,231.19
584	Brenntag Southwest, Inc.	201911530; Material and Supplies	1,788.04
585	CBI Wholesale Electric, LLC	201911540; Equipment Maintenance, Lights and Lift Stations	401.66
586	CINTAS Corporation 063	201911533; Uniform Rental for October/November 2019	803.72
587	CINTAS First Aid & Safety	201911546; First Aid Supplies	78.96
588	CINTAS First Aid & Safety	A1119304; First Aid Supplies for November 2019	58.62
589	C & R Oil Co., Inc.	201911531; Diesel Fuel for WWTP	1,887.20
590	C & R Oil Co., Inc.	201911553; Fuel for Warehouse	2,495.59
591	Cramer Marketing	A1119300; 2019 W2 4-Part Forms and Envelopes	108.57
592	Office Everything of Pryor	201911543; Shipping Fees	93.59
593	Delta Dental of Oklahoma	Group Dental Coverage for December 2019	3,038.36
594	Element Materials Technology Broken Arrow, LLC	201911548; Weld Testing, Berka and Steffey	156.94
595	P & K Equipment	201911552; Equipment and Vehicle Maintenance	44.57
596	Green Country Surveying, PLLC	A1119303; Survey Fee, Moore Property	350.00
597	Green Country Testing Inc.	201911547; Testing	780.00
598	H. G. Flake, Co., Inc.	201910473; Bid #921, Gas Material	4,175.30
599	Airgas USA, LLC	201911535; Nitrogen and Cylinder Rental	153.32
600	Border States Industries, Inc.	201911515; Bid #922, Electric Material	2,423.60
601	Lakeland Office Systems	A1119298; Quarterly Office Copies (Total Count 35,648)	853.73
602	Koons Gas Measurement (KGM)	201911534; Gas Meter Set for Old Elks Lodge Building	6,910.69
603	Landmark Surveying, LLC	A1119306; Survey Fee for Water Project	600.00
604	OMUSA Oklahoma Municipal Alliance	A1119297; APT Cash Handling Registration	225.00
605	Mike's Tire & Car Care	201911542; Equipment and Vehicle Maintenance	812.34
606	Pryor Stone Inc.	201911532; Stockpile Rock	750.76
607	REP COM International, LLC	201911519; Equipment Replacement, Line Locator	7,051.80
608	Roberts Auto Centers	201911539; Vehicle Maintenance, Truck #4 Fuel Pump	1,256.04
609	Sherwin-Williams	201911541; Paint	38.97
610	Southern Cross Corporation	201911513; Flamepack Repair and Calibration	663.22
611	Southeastern Testing Laboratory, Inc.	201911506; Testing of Gloves and Sleeves	462.75
612	Sundance Office	A1119292; Office Supplies	179.69
613	U S Cellular	Cellular Service for November 2019	1,189.50
614	Warren Cat	201910503; Equipment Maintenance, Backhoe Flashers	47.56
615	Core & Main	201911511; Material and Supplies	466.80
616	Core & Main	201911529; Material and Supplies	1,218.20
617	Absolute Technologies	A1119302; Plantronics Headset, S. Hammer	169.99
618	Mutual of Omaha Payment Process Center	Group AD&D Coverage for December 2019	791.82
619	City of Pryor Creek	A0719172; Cleaning Service, Payroll Ending November 15, 2019	594.23
620	Fiber Interactive Technologies	Telephone Service for November 2019	166.83
621	Dearborn National Life Insurance Company	Group LTD Coverage for December 2019	1,252.13
622	Municipal Utility Board	Petty Cash	471.91
623	Municipal Utility Board	Utility Services for November 2019	16,709.20
624	Technical Programming Services Inc.	A1119305; Bill/Late Message Print and Mailing, Nov. 2019	3,416.27
625	Tyler Technologies, Inc.	A1119299; Annual Disaster Recovery Level 1 Maint. Fee	2,000.00
626	Vital Records Control	A1119301; On-Site Shredding Service for November 2019	58.00
627	VSP Insurance Co., (CT)	Payroll Deduction for December 2019	547.07
628	Love, Beal & Nixon, P.C.	A0819221; Garnishment Payment #7, C. Grass	210.55
629	Green Country Shredding and Recycling Inc	A1119307; Final On-Site Shredding Fee for August 2019	55.00
TOTAL			<u>322,447.69</u>

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

PAYROLL DATE: 11/27/2019

*** REGISTER TOTALS ***

REGULAR CHECKS:	11	14,161.53
DIRECT DEPOSIT REGULAR CHECKS:	38	55,683.30
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	49	69,844.83

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 11.14.2019 TO 11.27.2019

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

Claim # 0571

PO # A1119-308