



March 2, 2020

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, March 2, 2020, with Vice-Chairman Roberts presiding. The agenda was posted in the outside Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Mr. Mark Roberts, Dr. Ken Rains, Dr. Art Sixkiller, and Ms. Lorri Mitchell. Mr. Garry Harris was absent.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held February 18, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, and Roberts Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #931 - #987 totaling \$384,233.43 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, and Roberts Nay – none

The Board recognized Honorable Mayor Lees who discussed a request for an Engineer Study to widen Oakwood Road from 49<sup>th</sup> Street to 530 Road, the OU Community Workshop/Presentation on March 3 and 4, 2020, and the grant application for the Pryor / Mayes Resilience Transportation and Economic Project aka the green space / gathering place / storm shelter / trail head to be located on the 2.3 acres across Rowe Street East of City Hall.

The Board recognized Mr. Steve Powell who discussed the Sanitary Sewer Interceptor Extension to Serve the Giles Property and Developments within that Parcel of Land. Mr. Powell updated the construction cost on the project study he began in 2016 but kept the engineer fees at the same rate.

Mr. Steve Powell discussed a request for an Engineer Study to provide water and sewer service to a new development inside the Corporate City Limits of Pryor Creek on the Westside of Highway 69 at Southeast 49<sup>th</sup> Street. He also discussed sewer improvements at the Nipak Lift Station and the Southridge Lift Station.

Mr. Powell has been assisting with the final phase of the Westside Water Project and has reviewed the engineer's study for a fire suppression line to the First Church of God Building Project on East Highway 20.

Mr. Powell updated the Board on the Master Plan Facility Study of the Wastewater Treatment Plant and the current operations at the Plant which included the replacement of a flow meter.

Mr. Powell has processed the proper Public Meeting notifications to residents and property owners on Old Airport Road to discuss Easements during the next Regular Municipal Utility Board Meeting at 6 p.m. on March 16, 2020.

Mr. Powell also reported the City of Pryor Creek will begin a drainage improvement project that will include plans for utility relocations on Southeast 14<sup>th</sup> Street and South Oklahoma Street.

The Board recognized Mr. Jared Crisp who discussed and recommended the Board approve a Resolution to participate in the Oklahoma Municipal Alliance's Mutual Aid Agreements and adopt the 2020 Mutual Aid Agreements for Electric and Public Works.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve the Resolution to participate in the Oklahoma Municipal Alliance's Mutual Aid Agreement. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, and Roberts Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to adopt the Oklahoma Mutual Aid Agreement – Electric as presented. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, and Roberts Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to adopt the Oklahoma Mutual Aid Agreement for Public Works (i.e. water, wastewater, streets, and other public trusts) as presented. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, and Roberts Nay – none

Mr. Crisp gave a visual presentation as he discussed and recommended the Board enter into an agreement with Infrastructure Solutions Group, LLC to provide engineering services for a sanitary sewer extension project on North 69 Highway to Old Airport Road which includes the Northstar Church Inc. property and other parcels of land which could be developed if sewer was available.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to enter into an agreement with Infrastructure Solutions Group, LLC to provide engineering services for a sanitary sewer extension project to the Northstar Church Inc. property and other parcels of land at a total cost not to exceed \$60,345.00. *(From the approved total, a Direct Payment in the amount of \$10,500.00 will be paid directly to Green Country Surveying)* MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, and Roberts Nay – none

Mr. Crisp reported "The District" was officially annexed into the Corporate City Limits of Pryor Creek and all utility departments are diligently extending services to the development. He also estimated a cost of \$300,000.00 to move our 12-inch water line for the curbing project on 530 Road to "The District".

Mr. Crisp reported the Municipal Utility Board Billing Department received Notice to increase only the residential trash rates by 3 percent effective March 1, 2020 billing due April 1, 2020 as stated in the Solid Waste Disposal Agreement Section B: all trash pickup rates shall have a minimum increase of three percent (3%) annually with the first such increase occurring on March 1, 2009

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

A written Department Foreman's Report was presented.

Mr. Crisp discussed and recommended the Board approve the purchase of an E20 T4 ZTS Compact Excavator from Clark Equipment Company dba Bobcat Company at a cost not to exceed the State Central Purchase Price of \$23,728.00.

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to purchase an E20 T4 ZTS Compact Excavator from Clark Equipment Company dba Bobcat Company at a cost not to exceed the State Central Purchase Price of \$23,728.00. MOTION CARRIED. Votes cast as follows: Ayes - Rains, Sixkiller, Mitchell, and Roberts Nay – none

Mr. Crisp discussed and recommended the Board approve the purchase of a sixteen (16') foot long trailer from Cowboy Rigs at a cost not to exceed \$3,400.00.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to purchase of a sixteen (16') foot long trailer from Cowboy Rigs at a cost not to exceed \$3,400.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, and Roberts Nay – none

There was no unfinished or new business to discuss.

The Board recognized Mr. Ben Sherrer who proposed an EXECUTIVE SESSION on the discussion and consideration with MUB Attorney and the Honorable Mayor Lees concerning a potential claim related to an easement at 403 N. Vann Street.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to enter into EXECUTIVE SESSION at 7:04 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, and Roberts Nay – none

A motion was made by Dr. Rains and seconded by Ms. Mitchell to resume REGULAR SESSION at 7:38 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, and Roberts Nay – none

Mr. Ben Sherrer reported no action taken concerning potential claim related to an easement at 403 N. Vann Street.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to adjourn at 7:40 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Rains, and Roberts Nay – none

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Chairman

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Secretary

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Chairman

  
Secretary

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
988	Payroll	A0320-065 Payroll Ending March 4, 2020	65,249.74
989	RCB-Pryor	FICA-\$11,520.30; Med-\$2,694.34; Federal \$8,151.04	22,365.68
990	Oklahoma Tax Commission	SWH; Payroll Ending March 4, 2020	3,163.00
991	Oklahoma Centralized Support Registry	Payroll Ending March 4, 2020	1,465.46
992	AFLAC	Payroll Deduction for March 2020	2,418.25
993	Arkansas Electric Coop., Inc.	20202109; Electric Material	3,184.80
994	Arkansas Electric Coop., Inc.	A0320069; Water Samples	125.00
995	Anixter Inc.	201911536; Bid #923, Electric Material	60,381.00
996	Anixter Inc.	201912576; Bid #924, Electric Material	32,822.00
997	BlueMark Energy, LLC	Purchased Gas; February 2020	137,988.72
998	Blue Tarp Credit Services (Northern Tool & Equip.)	20203130; Tools for Weld Shop	729.61
999	C & M Supply Inc.	20202102; Safety Glasses and Gloves	159.03
1000	Chouteau Lime Co., Inc.	20203120; Ice Melt	26.00
1001	Chupp Implement Company	20203136; Equipment Maintenance, WWTP Brush Hog	574.21
1002	CINTAS Corporation 063	20203124; Uniform Rental for February 2020	427.37
1003	CINTAS First Aid & Safety Supplies	A0320071; First Aid Supplies for March 2020	84.55
1004	Wesco Distribution Inc.	201911518; Bid #922, Electric Material	304.20
1005	Enviro-Tec America	20203131; SIR Reports, Cycle 3	45.00
1006	Erwin Glass	20203133; Vehicle Maintenance, Truck #1 Back Glass	213.86
1007	Fastenal Company	20203117; Material and Supplies	129.70
1008	Grand River Dam Authority	Purchased Electric; February 2020	333,561.36
1009	Green Country Testing, Inc.	20203122; Testing	390.00
1010	Heath Consultants Inc.	2020282; Odorator Testing and Calibration	412.59
1011	Airgas USA, LLC	20203135; Monthly Cylinder Rental	54.26
1012	KGM (Koons Gas Measurement)	20203118; Material and Supplies, City Gate #1	150.65
1013	Locke Supply Co.	20203112; Material and Supplies	1,000.23
1014	Love, Beal & Nixon, P.C.	A0320065; Garnishment Payment #14, C. Grass	212.25
1015	Northwest Transformer Co.	2020275; Material and Supplies	2,244.00
1016	Northwest Transformer Co.	2020297; Material and Supplies	2,291.00
1017	O'Reilly Auto Parts Inc.	20203127; Vehicle Maintenance and Supplies	240.62
1018	Pryor Automotive Supply	20203121; Material and Supplies	869.13
1019	Pryor Stone Inc.	20202108; Rock	363.91
1020	Pryor Waste and Recycling, LLC	Solid Waste Disposal Fees for February 2020	90,010.50
1021	Pryor Lumber Co., Inc.	20203123; Material and Supplies	1,122.28
1022	Petroleum Marketers	201911509; Tank Removal at Warehouse	6,725.00
1023	Sadler Paper Company	A0320066; Paper and Cleaning Supplies	207.54
1024	Sadler Paper Company	A0320072; Paper Supplies	64.38
1025	Stuart C. Irby Co., Inc.	2020134; Electric Material	632.00
1026	Stuart C. Irby Co., Inc.	2020298; Electric Material	122.00
1027	Sunbelt Marketing, Inc.	201910476; Gas Material	43.20
1028	Sundance Office	A0320058; Office Supplies	26.92
1029	Tractor Supply Credit Plan	20203132; Material and Supplies	389.09
1030	Core & Main	2020299; Material and Supplies	265.00
1031	Core & Main	20202100; Material and Supplies	400.00
1032	Core & Main	20202106; Material and Supplies	209.09
1033	White Star Machinery	20203110; Equipment Maintenance, E35 Trackhoe	85.28
1034	Absolute Technologies	A0919232; Computer Replacement, Final Payment	4,055.00
1035	Absolute Technologies	A0320064; SCADA at WWTP Computer Replacement	1,099.00
1036	Ben Sherrer Law Office, P.C.	A0320063; Attorney Fees for February 2020	820.00
1037	City of Pryor Creek	Occupational Fee for February 2020	2,932.07
1038	City of Pryor Creek	A0719172; Payroll Ending February 21, 2020	594.23
1039	City of Pryor Creek	A0719172; Payroll Ending March 6, 2020	594.23
1040	City of Pryor Creek	Workman's Comp & Fees for January 2020	9,866.32
1041	City of Pryor Creek	A0819210; Allocation to City, Payment #8	64,600.00
1042	Municipal Utility Board	Solid Waste Billing Fees for February 2020	5,864.14
1043	Technical Programming Services Inc.	A0220049; Cycle III Bill Print and Mailing for February 2020	1,380.01
1044	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Collections for February 2020	175.73
1045	VISA Control Account	A0320067; Training/Travel and Miscellaneous	1,706.39
1046	Moore, Hannah D.	A320068; HR Training/Travel Reimbursement, Tulsa, Oklahoma	80.52
TOTAL			<u>\$ 867,717.10</u>

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

REGULAR CHECKS:	14	14,027.13
DIRECT DEPOSIT REGULAR CHECKS:	41	51,222.61
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	55	65,249.74

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
DATE: FROM 2-20-2020 TO 3-4-2020

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: Jeni M. Hill for Jared Crisp  
GENERAL MANAGER

APPROVED: Murray Harris by Jmh  
CHAIRMAN

claim # 0988

PO # A0320 - 065