



April 20, 2020

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, April 6, 2020, 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, Ms. Lorri Mitchell, and Dr. Ken Rains. Mr. Mark Roberts and Dr. Art Sixkiller attended the meeting via Video Conference.

Guest attending were Mayor Lees and Mr. Terry Aylward. Mr. Steve Powell and Mr. Ben Sherrer attended via Video Conference.

~Mr. Roberts and Dr. Sixkiller experienced technical difficulty~

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held April 6, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, and Harris Nay – none

A motion was made by Ms. Mitchell and seconded by Dr. Rains to approve Claims #1124 - #1208 totaling \$505,614.81 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, and Harris Nay – none

The Board recognized the Honorable Mayor Lees who discussed the COVID-19 Emergency Declarations for the City of Pryor Creek in conjunction with the Governor of the State of Oklahoma and President of the United States and the economic impact.

~6:05 p.m. Mr. Roberts rejoined the meeting by Video Conference~

Mr. Crisp added him and the Grand River Dam Authority Municipal Customer Group plan to be attentive to the shortfall in the State Budget and the Legislative decisions that could affect our rates.

~6:07 p.m. Dr. Sixkiller rejoined the meeting by Video Conference~

The Board recognized Mr. Steve Powell, *attended via Video Conference*, who reviewed his written report and added a discussion regarding the addition of water and sewer services 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 reported Mayes County asked him to do an Engineer Study to build a new hospital on property located south of the Mayes County Fairgrounds which could impact our lift station located at B & H Corner (corner of NE 1<sup>st</sup> Street and Gaither Road).

The Board recognized Mr. Jared Crisp who reported our employees remains healthy and the projects are being maintained with the half-staff COVID-19 Prevention Work Schedule for the health and welfare of all department employees through May 1, 2020. Mr. Crisp will continue to confer with other area Municipal Managers and the Emergency Management and Mayes County Health Department before making a decision to extend the half-staff work schedule past May 1, 2020.

Mr. Crisp reported he received an email from the Honorable Mayor Lees which stated we could be eligible for reimbursement on expenses related to COVID-19 Emergency Declarations. He also reported he has been working on the Budget ending June 30, 2021 for discussion with the Budget Committee.

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

A written Department Foreman's Report was presented.

Mr. Crisp discussed and recommended the approval of Bid #927 (Electric Material) Best Low Combination in the amount of \$47,232.09.

A motion was made Dr. Rains and seconded by Ms. Mitchell to approve Bid #927 (Electric Material) Best Low Combination in the amount of \$47,232.09. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller (*voted via Video Conference*), Roberts (*voted via Video Conference*), and Harris Nay – none

There was no unfinished or new business to discuss.

The Board recognized Mr. Ben Sherrer, *attended via Video Conference*, who instructed the minutes to reflect the physical attendance quorum and the attendance via video conference.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to adjourn at 6:36 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller (*voted via Video Conference*), Roberts (*voted via Video Conference*), and Harris Nay – none

  
Chairman

  
Secretary

May 4, 2020

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
1209	Payroll	A0420-107; Payroll ending April 29, 2020	67,581.99
1210	RCB Bank-Pryor	FICA-\$11,896.44; MED-\$2,782.30; FED-\$8,436.45	23,115.19
1211	Oklahoma Tax Commission	SWH Payroll Ending April 29, 2020	3,300.00
1212	Oklahoma Centralized Support Registry	Payroll Deduction Ending April 29, 2020	1,467.77
1213	AFLAC	Payroll Deduction for April 2020	2,418.25
1214	Arkansas Electric Coop., Inc.	201911514; Bid #922, Electric Material	2,435.75
1215	Arkansas Electric Coop., Inc.	20204171; Electric Material and Supplies	577.50
1216	Accurate Environmental, LLC	A0420101; Water Samples	925.00
1217	Beytco, Inc.	A0120009; 9th Street Lift Station Guiderail Replacement	17,220.00
1218	B & B Meter Service	20204204; Gas Material and Supplies	3,160.50
1219	BlueCross BlueShield of Oklahoma	Group Medical Coverage for May 2020	47,693.44
1220	Chouteau Lime Company	20204218; Material and Supplies	149.55
1221	Delta Dental of Oklahoma	Group Dental Coverage for May 2020	3,189.00
1222	Enviro-Tec America	20204219; Sir Reports, Cycle 5	45.00
1223	Green Country Testing, Inc.	20204213; Testing	540.00
1224	Border States Industries Inc.	20204187; Electric Material and Supplies	1,747.00
1225	Lakeland Office Systems	A0420106; Warehouse Copies (6,456 Total)	151.21
1226	KGM-Koons Gas Measurement	20204177; Bid #925, Gas Material	1,572.00
1227	Locke Supply Co.	20204216; Material and Supplies	1,629.49
1228	Love, Beal & Nixon, P.C.	A0420107; Garnishment, C. Grass	212.25
1229	Infrastructure Solutions Group, LLC	A0320062; Northstar Sanitary Sewer Extension, Pmt. #2	9,069.00
1230	Infrastructure Solutions Group, LLC	A0420104; General Engineer Fees for March 2020	1,427.50
1231	Mike's Tire & Car Care	20204217; Equipment Maintenance, CC Backhoe	30.00
1232	Oklahoma Ordnance Works Authority	Purchased Water for April 2020	55,671.61
1233	PRI Industries Inc.	20203152; Equipment Maintenance; Jetter Hose	883.74
1234	Mayes County RWD #4	WWTP Water Service for April 2020	19.00
1235	Sadler Paper Company	A0420111; Cleaning Supplies	56.09
1236	Storage Plus by 5 R, Inc.	A0420109; On-site Shredding, April 2020	55.00
1237	U S Cellular	Cellular Service for April 2020	1,195.41
1238	Warren Cat	20204186; Equipment Maintenance, CAT Backhoe	110.40
1239	Core & Main LP	20204173; Water Material and Supplies	1,218.84
1240	Core & Main LP	20204175; Bid #925, Gas Material	208.00
1241	Core & Main LP	20204180; Bid #926, Water Material	16,207.80
1242	Core & Main LP	20204210; SPA Pump and Tiger Tooth Blade	1,270.90
1243	Absolute Technologies	A0420089; Camera Installation	427.92
1244	Ben Sherrer Law Office, P.C.	A0420108; Attorney fees for April 2020	620.00
1245	Mutual of Omaha Payment Process Center	Group AD&D Coverage for May 2020	862.22
1246	City of Pryor Creek	A0719172; Payroll Ending April 17, 2020	594.23
1247	City of Pryor Creek	Workman's Comp & Fees for March 2020	9,883.53
1248	Fiber Interactive Technologies	Telephone Service for April 2020	166.83
1249	Ancillary Bill Dept. Dearborn Life Ins. Co.	Group LTD Coverage for May 2020	1,216.04
1250	Municipal Utility Board	Utility Services for April 2020	17,505.64
1251	Municipal Utility Board	Petty Cash	284.78
1252	Ink Images	A0420103; PWR, LLC Mail Inserts for City of Pryor	493.00
1253	Technical Programming Services Inc.	A0420110; Bill/Late Message Print and Mailing, April 2020	3,349.51
1254	VSP Insurance Co., (CT)	Payroll Deduction for May 2020	609.00
		TOTAL	<u>302,566.88</u>
*1229	*Infrastructure Solutions Group, LLC	*Less PO#A0320062, Payment #2	9,069.00
		TOTAL	<u>293,497.88</u>



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

REGULAR CHECKS:	13	13,895.37
DIRECT DEPOSIT REGULAR CHECKS:	43	53,686.62
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	56	67,581.99

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 4-16-20 TO 4-29-20**

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: Jeri M. Hice for Jared Crisp  
GENERAL MANAGER

APPROVED: Garry Harris by (gmh)  
CHAIRMAN

PO # A0420-107

claim

1209