



March 15, 2021

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, March 15, 2021, 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, and Mr. Mark Roberts.

Guests attending were Mr. Terry Aylward and Mr. Travis Willis.

A motion was made by Mr. Roberts and seconded by Dr. Rains to approve the minutes of the Regular Meeting held March 1, 2021. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Rains, Mitchell, and Harris Nay – none

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve Claims #921 - #984 totaling \$1,232,936.19 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, and Harris Nay – none

The Board recognized the Honorable Mayor Lees who expressed his appreciation of the partnership between the Municipal Utility Board and the City of Pryor Creek during the Pre-Construction Meetings and Bid process on the several building projects which will improve our community. He also appreciated working with Mr. Crisp on the Library Expansion Plans and the Sewer Extension on North 69 Highway to Old Airport Road.

~ Dr. Art Sixkiller arrived at 6:06 p.m. ~

The Board recognized Mr. Steve Powell who reported on the work orders for two (2) waterline bores needed for separate business developments. Both bores will be under State Highway 69. One bore will be located between Park and SE 6th Street and the other bore will be for the property located on the Westside of the railroad tracks near SE 49th Street.

Mr. Powell also reported he is continuing to study the Hydraulic Model to improve the water system.

The Board recognized Mr. Jared Crisp who conceded to Mr. Powell, who reported on the Bid Opening for the construction of the Proposed Sanitary Sewer Interceptor Extension (Giles Sewer), held at 2 p.m. on March 10, 2021 in the Pryor Municipal Utility Board Room, 12 N. Rowe, Pryor, Oklahoma 74361. Three (3) Contractors submitted bids with two options on item 18. Item 18A was 18" DIP Pipe and Item 18B was 18" PVC SDR 26 Pipe. Although the Total Base Bids, with a range from \$799,680.00 to \$1,126,675.00, were 8.8% above the Engineer's Estimate, he found no indications of manipulation or weighting of the bids.

Mr. Powell discussed his review of the qualifications of the contractor with the low bid of \$799,680.00 and found them qualified and capable of completing the project as designed. Mr. Powell recommended the Pryor Municipal Utility Board award the contract to Key Maintenance, Inc. of Chouteau, Oklahoma in the amount of \$799,680.00 and begin the process to enter into a contract and issue a notice to proceed. Mr. Jared Crisp agreed with Mr. Powell's recommendation.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the Notice of Award for the Proposed Sanitary Sewer Interceptor Extension and award the contract for the Proposed Sanitary Sewer Interceptor Extension, Project No: PMUB-20-01 to Key Maintenance, Inc. of Chouteau, Oklahoma, in the amount of \$799,680.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Crisp presented six (6) framed pictures from Grand River Dam Authority for display in the MUB lobby.

Mr. Crisp discussed the billing impact of the February 2021 Arctic Blast to the Municipal Utility Board customers. The Municipal Utility Board has a contract with BlueMark Energy for 80% of our three (3) year historic natural gas usage and any overages will be paid at the average price of the gross daily spot market price for said month. Our loss should be recovered with minimal impact to the natural gas customer over the next six (6) months through the purchased gas adjustment (PGA).

Mr. Crisp reported the GRDA Customer Group would be scheduling a "face-to-face" meeting with Mr. Dan Sullivan, the Chief Executive Officer for Grand River Dam Authority and his representatives, to discuss the unprecedented energy emergency and the substantial cost components before any rate recommendations are presented to the GRDA Board of Directors. All parties are interested in minimizing the impact on municipal providers and their customers.

Mr. Crisp discussed Section VII. Guidelines for the Workplace in the Pryor Municipal Utility Board COVID-19 Control Policy, January 2021, the lifted mandates by the State of Oklahoma Governor, and recommended the Board review the MUB COVID-19 Control Policy during the next Board Meeting.

Mrs. Hill reported the mask requirement and the bulletproof glass was creating a communication barrier when conducting business at the registers in the business office. The Board agreed to recognize the registers as office space with no mask requirement when communicating with a customer. Mr. Crisp emphasized there should be no congregating or socializing in or around the registers or other common places in the office without a mask.

The Board recognized Mrs. Teri Hill who presented a written ADCOMP Payment System (KIOSK Company) report prepared by

Mrs. Hannah Moore. Mrs. Hill added the seconded reminder on March 5th brought in \$6,100.00 in payments and customers could also use a designated phone number to make payments by phone without calling our clerks directly. Mrs. Hill also reported Hannah was still working with ADCOMP to implement a notification for Disconnect Notices through text which could eventually eliminate the mailing of late messages and save several thousand dollars annually in postage fees.

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

There was no unfinished business to discuss.

NEW BUSINESS:

Mr. Crisp received an invitation from Grand River Dam Authority to attend the 2021 National Public Power Conference, hosted by American Public Power Association and they needed a reply by the end of the week. The conference will be held June 20-23, 2021 in Orlando, Florida. GRDA will provide the airfare and accommodations for five (5) GRDA Customer Group Members. Mr. Crisp requested the Board approve his attendance to the conference and pay for his transportation from the airport to the conference and his meals during the conference.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to allow Mr. Crisp to attend the 2021 National Public Power Conference, hosted by American Public Power Association in Orlando, Florida on June 20-23, 2021 at a cost not to exceed his transportation from the airport to the conference and his meals during the conference. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none

The Board recognized Mr. Ben Sherrer who had no report.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to adjourn at 6:49 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none


Chairman


Secretary

April 5, 2021

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
985	Payroll	A0321063; Payroll Ending March 17, 2021	\$ 69,312.60
986	Bank of Commerce	FICA \$12,216.86; Med \$2,857.16; Federal \$8,769.64	\$ 23,843.66
987	Oklahoma Tax Commission	A0321063; Payroll Ending March 17, 2021	\$ 3,492.00
988	Oklahoma Centralized Support Registry	A0321063; Payroll Ending March 17, 2021	\$ 1,456.23
989	Principal Financial Group	457 Retirement Savings for March 2021	\$ 13,227.76
990	Principal Financial Group	457 Loan Re-payment for March 2021	\$ 1,991.74
991	Principal Financial Group	MPP Retirement Contribution for March 2021	\$ 24,137.92
992	Oklahoma Employment Security Comm.	1st Qtr. 2021 Employers Unemployment Tax	\$ 6,347.14
993	Payroll	A0321072; Payroll Ending March 31, 2021	\$ 74,485.25
994	Bank of Commerce	FICA \$13,020.32; Med \$3,045.06; Federal \$9,208.07	\$ 25,273.45
995	Oklahoma Tax Commission	A0321072; Payroll Ending March 31, 2021	\$ 3,693.00
996	Kansas Payment Center/SG10DM000494	A0321072; Payroll Ending March 31, 2021	\$ 83.54
997	Oklahoma Centralized Support Registry	A0321072; Payroll Ending March 31, 2021	\$ 1,456.23
998	Oklahoma Tax Commission	March 2021 Sales Tax/April 2021 Estimated Sales Tax	\$ 47,021.06
999	AFLAC	Payroll Deduction for March 2021	\$ 2,215.45
1000	Amazon Capital Services	20213112; Material and Supplies	\$ 95.82
1001	Amazon Capital Services	20213116; Material and Supplies	\$ 164.05
1002	Amazon Capital Services	20213118; Material and Supplies	\$ 401.23
1003	Arkansas Electric Coop., Inc.	2021242; Material and Supplies	\$ 5,417.50
1004	Accurate Environmental, LLC	A0321069; Water Samples	\$ 250.00
1005	Bluecross/Blueshield of Oklahoma	Group Medical Coverage for April 2021	\$ 44,931.76
1006	Brenntag Southwest, Inc.	2021274; Equipment Replacement, Chlorinator & Autoswitchover	\$ 6,950.00
1007	Brenntag Southwest, Inc.	20213124; Material and Supplies	\$ 983.49
1008	CDW Government	A0321064; RAM GDS 6PT Desktop Charger	\$ 292.23
1009	Clifford Power	20213144; Equipment Maintenance, Southridge Lift Station	\$ 771.60
1010	C & R Oil Co., Inc.	20213129; Fuel	\$ 2,858.33
1011	Cove Environmental, LLC	20213133; Quarterly Biomonitoring Test	\$ 1,600.00
1012	Office Everything	20213143; Shipping Fees	\$ 109.04
1013	Delta Dental of Oklahoma	Group Dental Coverage for April 2021	\$ 3,235.80
1014	Endex Inc. of Tulsa	A0321066; City Hall Maintenance, Keypad Entrance	\$ 753.50
1015	Enviro-Tec America, Inc.	20213122; SIR Reports, Cycle 3	\$ 45.00
1016	Green Country Testing, Inc.	20213120; Testing	\$ 595.00
1017	Heath Consultants Inc.	20213105; Equipment Replacement, Odorator 2-Methane Gas	\$ 4,831.79
1018	Airgas USA, LLC	20213132; Garage Shop Supplies	\$ 48.49
1019	Border States Industries, Inc.	2021243; Material and Supplies	\$ 93.79
1020	KGM	20213114; Material and Supplies	\$ 358.96
1021	KGM	20213130; Material and Supplies	\$ 51.00
1022	Marmic Fire & Safety Co., Inc.	20213135; Annual Fire Extinguisher Maintenance	\$ 850.00
1023	Mibb Construction Inc.	A0121002; Improvements to Warehouse Equipment Shed	\$ 22,000.00
1024	Mike's Tire & Car Care	20213140; Vehicle Maintenance, Truck #10	\$ 43.65
1025	Oklahoma Natural Gas Company	Transportation Fees for February 2021	\$ 6,049.41
1026	Oklahoma Ordnance Works Authority	Wastewater Treatment for March 2021	\$ 778.49
1027	Oklahoma Ordnance Works Authority	Purchased Water for March 2021	\$ 68,004.24
1028	Poly Pro Inc.	20213131; Small Tools	\$ 1,332.00
1029	Pryor Stone Inc.	20213119; Rock	\$ 1,589.49
1030	Pryor Stone Inc.	20213146; Crusher Run	\$ 682.66
1031	Sundance Office	20213126; Warehouse and Treatment Plant Supplies	\$ 394.47
1032	Sundance Office	A0321054; Notary Stamp, K. Smalley and H. Moore	\$ 53.98
1033	Sundance Office	A0321062; Notary Stamp, N. Budder and R. Wood	\$ 53.98
1034	Sundance Office	A0321071; Office Supply and Copy Paper	\$ 258.41
1035	Storage Plus by 5 R, Inc.	A0421077; Onsite Shredding for March 2021	\$ 285.00
1036	Tulsa Emergency Medical Center Inc.	A0321067; Pre-employment Exam; C. Cannady & M. Potts	\$ 285.00
1037	Utility Supply Company	2021260; Material and Supplies	\$ 3,100.42
1038	Utility Supply Company	2021388; Material and Small Tools	\$ 3,359.07
1039	US Cellular	Cellular Services for March 2021	\$ 1,187.02
1040	Core & Main	2021248; Pipe Markers	\$ 579.00
1041	Core & Main	2021385; Paint	\$ 298.80
1042	Core & Main	2021387; Equipment Maintenance, Sludge Pit #3	\$ 922.35
1043	Core & Main	2021393; Material and Supplies	\$ 159.00
1044	Core & Main	20213109; Material and Supplies	\$ 450.00
1045	Wal-Mart Community / SYNCB	20213134; Office and Cleaning Supplies	\$ 203.59
1046	White Star Machinery	20213117; Equipment Maintenance, Mini-Excavator	\$ 164.69
1047	Absolute Technologies	A0321075; Wireless Headset, J. Early and Black Toner	\$ 349.97
1048	Beasley & Company	A0321070; 4th Qtr. Retirement Plan TPA Service	\$ 1,346.00
1049	Ben Sherrer Law Office, P.C.	A0321074; Attorney Fees for March 2021	\$ 580.00
1050	Mutual of Omaha Payment Process Center	Group AD&D Coverage for April 2021	\$ 982.26
1051	City of Pryor Creek	A0720184; Cleaning Service, March 2021 Payroll	\$ 594.23
1052	City of Pryor Creek	Worker's Compensation for February 2021	\$ 8,428.60
1053	Fiber Interactive Technologies	Voice and Fax Services for March 2021	\$ 166.83
1054	Ancillary Bill Dept. Dearborn Life Ins. Co.	Group LTD Coverage for April 2021	\$ 1,312.26
1055	Integrated Insurance Services	A0421076; Annual Crime Policy/Honesty Bond	\$ 295.00
1056	Municipal Utility Board	Utility Services for March 2021	\$ 17,690.40
1057	Municipal Utility Board	Petty Cash	\$ 475.59
1058	OKARNG Whitaker Training Center	A0321068; Annual Pole Yard Lease Agreement	\$ 3,000.00
1059	Pryor Printing Inc.	20213121; Checkout Tickets and C. Bley Business Cards	\$ 292.00
1060	Technical Programming Services Inc.	A0321065; Bill Print/Late Message Mailing March 2021	\$ 1,991.07
1061	VSP Insurance Co., (CT)	Payroll Deduction for April 2021	\$ 676.91
1062	Mibb Construction Inc.	A0321073; Improvements and Repairs at Warehouse	\$ 1,100.00
TOTAL			\$ 525,241.25

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	15,841.30
DIRECT DEPOSIT REGULAR CHECKS:	43	58,643.95
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	57	74,485.25

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 3-18-21 TO 3-31-21

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. Hill for Janet Crisp
GENERAL MANAGER

APPROVED: Barry Harris by smh
CHAIRMAN

PO # A0321 - 072

Claim

0993

*** REGISTER TOTALS ***

REGULAR CHECKS:	10	12,567.73
DIRECT DEPOSIT REGULAR CHECKS:	40	56,744.87
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	50	69,312.60

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 3-4-21 TO 3-17-21

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 Hice for Jared Crisp
GENERAL MANAGER

APPROVED: Darryl Harris by Jmb
CHAIRMAN

PO # A0321-063

Claim #

.0985