



July 17, 2023

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, July 17, 2023, 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. Art Sixkiller, Dr. Ken Rains, Ms. Lorri Mitchell, and Mr. Mark Roberts.

Also attending were Mr. Kyle Beggs, Ms. Hannah Moore, and the Honorable Mayor Zac Doyle.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to approve the Minutes of the Regular Meeting held June 30, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, and Harris. Dr. Rains abstained and was counted as no vote.

Mr. Jared Crisp presented the Claims for examination.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve Claims #1 - #58 totaling \$1,346,039.19 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts, and Harris. Nay – none

The Board recognized Mayor Zac Doyle who had no report.

The Board recognized Mr. Steve Powell, P. E. of Infrastructure Solutions Group, LLC who had no report.

The Board recognized Mr. Jared Crisp who discussed a visual presentation of a 2022 E26 R-Series Bobcat Compact Excavator which had only logged 43 hours and had an extended 5 Year Full Warranty that started on December 15, 2022 that would stay with the track hoe which was available for immediate pickup at WhiteStar Machinery. The lead time for a new track hoe could be 2-4 months. Mr. Crisp recommended the Board approve the purchase of the used 2022 E26 Bobcat Compact Excavator at a price not to exceed \$42,552.00. This purchase was part of the Equipment Budget for FY2024.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to purchase the 2022 E26 Bobcat Compact Excavator from WhiteStar Machinery at a price not to exceed \$42,552.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Roberts, Sixkiller, and Harris. Nay – none

Mr. Crisp reported the Saturday morning outage was caused by a snake on the high side at Substation #1 which required the assistance of GRDA (Grand River Dam Authority) staff to restore the power.

Mr. Jared Crisp introduced Mr. Kyle Beggs of RCI Insurance Group who purchased Integrated Insurance Services from Mr. John Hawkins. RCI Insurance Group will continue to assist with MUB Retirement Plans, Honesty Bonds, and a Worker's Compensation Policy to be separated from the City of Pryor Creek effective August 1, 2023.

There was no Assistant General Manager's Report.

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

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

~ Mr. Ben Sherrer arrived 6:13 p.m. ~

The Board recognized Mr. Jared Crisp who discussed and recommended the Board allow five (5) employees to attend the 2023 Oklahoma Gas Association Annual Conference at the Embassy Suites by Hilton Norman Hotel & Conference Center in Norman, Oklahoma on August 28-30, 2023 at a cost not to exceed \$3,250.00.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to allow Mr. Jared Crisp, Mr. Travis Willis, Mr. Roger Eichelberger, Mr. Travis Whitenack, and Mr. Doug Dixon to attend the 2023 Oklahoma Gas Association Annual Conference at the Embassy Suites by Hilton Norman Hotel & Conference Center in Norman, Oklahoma on August 28-30, 2023 at a cost not to exceed \$3,250.00. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the promotion of Mr. Douglas Dixon to A Mechanic Non-Merit in the Natural Gas Department effective July 20, 2023.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. Douglas Dixon to A Mechanic Non-Merit (\$26.29 per hour to \$26.89 per hour) in the Natural Gas Department effective July 20, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the promotion of Mr. Bryce Kerns to Lead Lineman Non-Merit in the Electric Department effective July 20, 2023.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to promote Mr. Bryce Kerns to Lead Lineman Non-Merit (\$40.08 per hour to \$40.94 per hour) in the Electric Department effective July 20, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the promotion of Mr. Brent Childers to Electric Department Foreman with Merit effective July 20, 2023.

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to promote Mr. Brent Childers to Electric Department Foreman with Merit (\$42.82 per hour to \$43.96 per hour) effective July 20, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Sixkiller, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the promotion of Mr. Travis Whitenack to Natural Gas Department Foreman with Merit effective July 20, 2023.

A motion was made by Dr. Rains and seconded by Mr. Roberts to promote Mr. Travis Whitenack to Natural Gas Department Foreman with Merit (\$30.05 per hour to \$36.68 per hour) effective July 20, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

There was no Unfinished Business or New Business.

The Board recognized Mr. Ben Sherrer who clarified the City of Pryor Creek July 18, 2023 Agenda Item 4d. (Discussion and possible action to amend Benjamin Sherrer, City Prosecutor's job title to Assistant City Attorney.) Mr. Sherrer was originally appointed to City Attorney by Mayor Carl Curry in 1998 and retained as City Attorney by Mayor Chief Jordan. When Mr. Sherrer was elected to serve as Oklahoma District 8 State Representative he continued to assist the City of Pryor Creek as needed or when a City Attorney was not available.

Mr. Ben Sherrer has been active in Municipal Government for twenty-five (25) years he would like to continue to serve as Legal Counselor for the Municipal Utility Board and assist the City of Pryor Creek during the absence of a City Attorney.

Mayor Zac Doyle affirmed the July 18, 2023 Agenda Item 4d. was for clarification and he would honor the Pryor Creek City Councils desire to select a local attorney. The applications submitted from local attorneys were still under his review.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 6:25 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, Sixkiller, and Harris Nay – none


Chairman


Secretary

August 7, 2023

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
0059	Payroll	A0723162; Payroll Ending July 19, 2023	\$ 85,240.36
0060	Bank of Commerce	FICA \$15,096.24; Med \$3,530.58; Federal \$10,596.94	\$ 29,223.76
0061	Oklahoma Tax Commission	A0723162; Payroll Ending July 19, 2023	\$ 4,459.00
0062	Oklahoma Centralized Support Registry	A0723162; Payroll Ending July 19, 2023	\$ 1,216.63
0063	Kansas Payment Center/SG10DM000494	A0723162; Payroll Ending July 19, 2023	\$ 83.54
0064	CNCSPC (Cherokee Nation OCSS)	A0723162; Payroll Ending July 19, 2023	\$ 353.67
0065	Principal Financial Group Direct Deposit	MMP Employer Contribution, July 2023	\$ 26,790.18
0066	Principal Financial Group Direct Deposit	457 Loan Repayment, July 2023	\$ 3,391.04
0067	Principal Financial Group Direct Deposit	457 Retirement Savings, July 2023	\$ 15,458.39
0068	Oklahoma State Tax Commission	July 2023 Actual/August 2023 Estimated Sales Tax	\$ 72,887.12
0069	Payroll	A0823175; Payroll Ending August 2, 2023	\$ 85,339.96
0070	Bank of Commerce	FICA \$15,228.28; Med \$3,561.52; Federal \$11,430.24	\$ 30,220.04
0071	Oklahoma Tax Commission	A0823175; Payroll Ending August 2, 2023	\$ 4,460.00
0072	Oklahoma Centralized Support Registry	A0823175; Payroll Ending August 2, 2023	\$ 1,216.63
0073	Kansas Payment Center/SG10DM000494	A0823175; Payroll Ending August 2, 2023	\$ 83.54
0074	CNCSPC (Cherokee Nation OCSS)	A0823175; Payroll Ending August 2, 2023	\$ 353.67
0075	Agriland FS, Inc.	20237330; Fuel	\$ 6,301.92
0076	Agriland FS, Inc.	20237348; Diesel	\$ 1,776.75
0077	Agriland FS, Inc.	20238360; Fuel	\$ 2,407.82
0078	Amazon Capital Services	20237312; Safety Equipment	\$ 224.70
0079	Arkansas Electric Coop., Inc.	20237317; Electric Material & Supplies	\$ 2,164.48
0080	Accurate Environmental LLC	A0723167; Water Samples	\$ 300.00
0081	Anixter Inc.	20236272; CCP, Electric Material	\$ 3,180.40
0082	Building & Earth Sciences, Inc.	A0723166; Engineer Fees	\$ 6,650.00
0083	BlueCross/BlueShield of Oklahoma	Group Medical Coverage for August 2023	\$ 44,335.54
0084	Brenntag Southwest, Inc.	20237333; WWTP Material & Supplies	\$ 2,440.04
0085	Bruckner's Truck & Equipment	20237332; Vehicle Maintenance, Dumptruck	\$ 228.56
0086	Cintas Corporation 063	20238359; Uniform Rental for July 2023	\$ 934.00
0087	CINTAS First Aid & Safety	20237335; First Aid Kit Supplies	\$ 434.30
0088	CINTAS First Aid & Safety	A0723161; First Aid Supplies, July 2023	\$ 184.18
0089	SPC Office Products	20237345; Shipping Fees	\$ 38.52
0090	Delta Dental of Oklahoma	Group Dental Coverage August 2023	\$ 3,953.42
0091	Dolese Bros. Co.	20237331; Material & Supplies	\$ 1,239.00
0092	Gibbs Plumbing	A0823172; Water Line Repair 217 Gist Dr.	\$ 300.93
0093	Gonthier, Chris dba Meaux Down Lawncare	20238362; Mowing Service for July 2023	\$ 860.00
0094	P&K Equipment	20237343; Equipment Maintenance & Small Tools	\$ 170.97
0095	Green Country Testing, Inc.	20237339; Testing	\$ 1,180.00
0096	GWLS-Tulsa	20237327; Vehicle Maintenance Dumptruck	\$ 75.01
0097	Hach Co.	20237307; Small Tools	\$ 673.00
0098	Border States Industries Inc.	20228399; CCP, Electrical Material	\$ 1,148.00
0099	KSM Exchange LLC	20237340; Equipment Maintenance, Big Trachoe	\$ 1,160.83
0100	O'Reilly Automotive	20238361; Vehicle Maintenance & Supplies	\$ 600.10
0101	Oklahoma Gas Association	A0723170; OGA 2023 Annual Conference	\$ 1,365.00
0102	Oklahoma Natural Gas Company	Transportation Fees for June 2023	\$ 6,040.08
0103	Oklahoma Ordnance Works Authority	Purchased Water for July 2023	\$ 91,165.13
0104	Oklahoma Ordnance Works Authority	Purchased Wastewater Treatment for July 2023	\$ 906.62
0105	Pryor Stone Inc.	20237352; Material & Supplies	\$ 4,863.28
0106	Pryor Waste & Recycling, LLC	20237336; Roll off Dumpster for Pole Yard	\$ 1,255.00
0107	R & L Tires, LLC	20238356; Equipment & Vehicle Maintenance	\$ 492.31
0108	Sadler Paper Company	A0723168; Cleaning Supplies	\$ 182.73
0109	Sherwin Williams Co.	20237337; Material & Supplies	\$ 73.63
0110	Southern Cross Corp.	20237306; Flamepack Calibration & Testing	\$ 421.93
0111	Access	A0823174; Onsite Shredding for July 2023	\$ 68.72
0112	Premier Truck Group	20238363; Tree-Trimming Vehicle Maintenance, Trk #16	\$ 2,950.39
0113	Core & Main	2023133; CCP, Bid #943	\$ 111.35
0114	Core & Main	20235228; CCP, Water Material	\$ 242.50
0115	Core & Main	20237309; Water Material	\$ 347.20
0116	Core & Main	20237318; Water Material	\$ 7,020.15
0117	Core & Main	20237334; Small Tools and Water Material	\$ 835.72
0118	Capital One Walmart	20237351; Supplies	\$ 767.63
0119	White Star Machinery	20237326; Equipment Replacement, #26 Compact Excavator	\$ 42,552.00
0120	White Star Machinery	20237328; Equipment Maintenance	\$ 483.48
0121	Absolute Technologies	A0723158; APC Battery Backup, N. Budder	\$ 89.99
0122	Ben Sherrer Law Office, P.C.	A0823171; Attorney Fees for July 2023	\$ 200.00
0123	Mutual of Omaha Payment Process Center	Group AD&D Coverage for August 2023	\$ 1,071.70
0124	City of Pryor Creek	Worker's Compensation Fees for June 2023	\$ 5,070.89
0125	Fiber Interactive Technologies	Voice, Fax, Internet Services for July 2023	\$ 705.78
0126	Bank of Commerce	A0723169; PCAx Winter Storm Uri Payment #10	\$ 11,518.08
0127	Dearborn Life Insurance Co. Ancillary Billing	Group LTD Coverage for August 2023	\$ 1,414.55
0128	Municipal Utility Board	Utility Services for July 2023	\$ 23,855.33
0129	Municipal Utility Board	Petty Cash	\$ 278.42
0130	Oklahoma Corporation Commission	A0723164; Natural Gas Pipeline Safety Assessment	\$ 2,657.72
0131	Technical Programming Services Inc.	A0723157; Bill/Late Message Print & Mailing, July 2023	\$ 3,951.01
0132	VISA Control Account Card Services	A0823173; Small Tool & Equipment Replacement Tool Box	\$ 7,436.43
0133	VSP Insurance Co., (CT)	Payroll Deduction for August 2023	\$ 883.63
0134	DEQ Administrative Services A/R	A0723165; Annual Public Water Supply Permit FY2022-2023	\$ 494.79
0135	DEQ Administrative Services A/R	A0723163; Annual 2023 Non-Industrial Discharge Permit	\$ 8,825.74
0136	Grand River Dam Authority	Purchased Electric for July 2023	\$ 835,409.09
TOTAL			<u>\$ 1,509,748.00</u>

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	51	85,240.36
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	51	85,240.36

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 7-6-23 TO 7-19-23

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 Jared Crisp
GENERAL MANAGER

APPROVED: Garry Harris by smh
CHAIRMAN

PO # A0723-162

Claim 0059

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	56	85,339.96
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	56	85,339.96

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 7-20-23 TO 8-2-23

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. Hiel for Jared Crisp
 GENERAL MANAGER

APPROVED: Garry Harris
 CHAIRMAN

PO # A0823-175

claim

0069