



October 18, 2021

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, October 18, 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, Dr. Art Sixkiller, and Mr. Mark Roberts.

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

Mr. Jared Crisp reported a correction from the reclassification of Mrs. Paul Wood, to the reclassification of Mrs. Paula Wood and added an effective date of September 30, 2021. Mr. Crisp also reported a quantity increase of forty-six feet (46') of wire to Line 14 of Bid #934 (Electric Material) for an increase of \$74.52, which changed the total to \$263,684.66 for Bid #934 (Electric Material).

A motion was made by Dr. Rains and seconded by Mr. Roberts to correct the reclassification of Mrs. Paul Wood, to the reclassification of Mrs. Paula Wood and add an effective date of September 30, 2021, and increase Line 14 of Bid #934 (Electric Material) \$74.52, which changed the total to \$263,684.66 for Bid #934 (Electric Material), then approve the minutes of the Regular Meeting held October 4, 2021. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, and Sixkiller. Chairman Harris abstained which counts as no vote.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #379 - #437 totaling \$1,104,050.25 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, Roberts, and Harris Nay – none

The Board recognized the Honorable Mayor Lees who reported on the downtown re-development Phase I proposal and the Police/Fire Building Project. He also reported there had been several inquiries regarding new development possibilities.

The Board recognized Mr. Steve Powell who reported the contractor was close to completion on the Giles Property Sanitary Sewer Interceptor Extension and he expected a final payment request from Key Maintenance, LLC by the second Board Meeting in November.

Mr. Powell reported on his plan to present the findings of the WWTP (Wastewater Treatment Plant) Facility Study (*Board approved September 2018*) during the 2<sup>nd</sup> Board Meeting in November.

Mr. Powell reported his staff would be reviewing options with MUB Staff to re-test the water tower control module and pressure

testing or reviewing possible alternative feeds to the northeast part of system as discussed during the presentation of the Water System Improvement Hydraulic Analysis.

The Board recognized Mr. Jared Crisp who discussed the City of Pryor Creek Holiday Schedule 2022 and recommended the Municipal Utility Board observe the 2022 New Year's Day Holiday on Friday, December 31, 2021 instead of on Monday, January 3, 2022 with the City of Pryor Creek.

A motion was made by Dr. Rains and seconded by Mr. Roberts to observe the New Year's Day Holiday on Friday, December 31, 2021 instead of Monday, January 3, 2022 with the City of Pryor Creek. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the approval of the meeting dates for Calendar Year 2022 as presented.

A motion was made by Mr. Roberts and seconded by Dr. Rains to approve the meeting dates for Calendar Year 2022 as presented. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Rains, Mitchell, Sixkiller, and Harris Nay – none

Mr. Jared Crisp discussed an engineering design for Phase II of the north sanitary sewer interceptor project to head east towards a new proposed development planning on building 100-125 lots within the next 4-5 years. Mayor Lees added he and Mr. Crisp had met with the developers during the past fifteen (15) months and the developers had prepared a preliminary plat with the anticipation of closing the purchase in November 2021. Mr. Crisp recommended the Board enter into an agreement with Infrastructure Solutions Group, LLC at a cost not to exceed \$34,600.00 to provide engineering services for the East Salt Branch Sanitary Sewer Interceptor Project.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to enter into an agreement with Infrastructure Solutions Group, LLC at a cost not to exceed \$34,600.00 to provide engineering services for the East Salt Branch Sanitary Sewer Interceptor Project. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Harris, and Rains Nay – none

Mr. Crisp discussed a visual presentation of the Grand River Dam Authority (GRDA) Power Cost Adjustment beginning July 2018 through November 2021 and provided a hard copy of the presentation to those present during the meeting. No action was taken by the Board.

The Board recognized Mrs. Teri Hill who reported the Municipal Utility Board filed the Provider Contract for the Low-Income Household Water Assistance Program (LIHWAP) which is 100 percent federally funded to assist low-income households paying a high portion of their income for drinking water and wastewater

services. LIHWAP will be administered through Oklahoma Human Services (OKDHS) and is closely modeled after the Low-Income Home Energy Assistance Program (LIHEAP) which is also administered through Oklahoma Human Services (OKDHS). A separate provider contract for the added program was required from MUB (*the Provider*) for an eligible customer to make application for assistance in each program. Conveniently, eligible customers may use the same bill to apply for heat and cooling (gas and electric) assistance from LIHEAP and water and sewer assistance from LIHWAP beginning December 28, 2021 through September 30, 2022 (*the customer application process will be available at [www.okdhslive.org](http://www.okdhslive.org) and must be requested separately*) . I plan to request our IT Administrators add information about the programs on our Facebook page and to the [mubpryor.org](http://mubpryor.org) website with an added link.

A written Department Foreman's Report was presented with Mr. Crisp reporting seven employees had been in COVID exposure and/or symptom quarantine per CDC guidelines and recommendations since the last report.

Mr. Crisp discussed and recommended the promotion of Mr. James (Jim) Martin to Water/Sewer Department Foreman Non-Merit, effective October 14, 2021.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve the promotion of Mr. James (Jim) Martin to Water/Sewer Department Foreman Non-Merit (\$27.45 per hour to \$31.22 per hour), effective October 14, 2021.

Mr. Crisp discussed and recommended the promotion of Mr. James (Jim) Armontrout to Crew Chief Non-Merit in the Water Department, effective October 14, 2021.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve the promotion of Mr. James (Jim) Armontrout to Crew Chief Non-Merit in the Water Department (\$25.57 per hour to \$26.12 per hour), effective October 14, 2021.

There was no unfinished business or new business to discuss.

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 6:53 p.m. MOTION CARRIED. Votes cast as follows: Ayes –Sixkiller, Roberts, Mitchell, Rains, and Harris Nay – none

  
Chairman

  
Secretary

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
438	Payroll	A1021255; Payroll Ending 27 October 2021	76,869.44
439	BOC-Pryor	A1021255; FICA-\$13,409.04; MED-\$3,135.88; FED-\$9,261.58	25,806.50
440	Oklahoma Tax Commission	A1021255; SWH; Payroll Ending 27 October 2021	4,060.00
441	Oklahoma Centralized Support Registry	A1021255; Payroll Deduction Ending 27 October 2021	1,686.97
442	Kansas Payment Center/SG10DM000494	A1021255; Payroll Deduction Ending 27 October 2021	83.54
443	Oklahoma Tax Commission	October 2021 Sales Tax / November Estimated Sales Tax	56,009.52
444	Amazon Capital Services	202110473; Wireless Barcode Scanner for Truck 3 & 12	129.98
445	Arkansas Electric Coop. Inc.	20219430; Bid #934 Electric Material	8,002.64
446	Accurate Environmental, LLC	A1021242; Water Samples	140.00
447	BlueCross Blueshield of Oklahoma	Group Medical Coverage / Payroll Deduction November 2021	47,015.16
448	CBI Wholesale Electric	202110475; Cable Material; T. Willis' Office	41.90
449	CINTAS First Aid & Safety	202110474; First Aid Supplies Warehouse; October 2021	314.96
450	CINTAS First Aid & Safety	A1021250; First Aid Supplies; October 2021	176.87
451	Delta Dental of Oklahoma	Group Dental Coverage / Payroll Deduction November 2021	3,343.84
452	Elliott Electric Supply	20219433; Bid #934 Electric Material	426.00
453	Green Country Testing	202110490; Testing	710.00
454	Hach Company	20219423; Lab Supplies for WWTP	228.11
455	Airgas USA, LLC	202110476; Nitrogen for Substations	48.78
456	Border States Industries Inc.	20219431; Bid #934 Electric Material	119.38
457	Lakeland Office Systems	A1021256; Warehouse Copies Quarter Ending October 2021	166.84
458	Melton's A/C & Appliance	202110477; Fan Control Board Replacement at Elliott St. Water Tower	1,431.61
459	Mid-American Research Chemical	202110483; 10# Enzyme Block; WWTP	322.28
460	Mike's Tire & Car Care	202110487; Tire Repair; Backhoe / Oil Change; Trk 15 & 18	150.90
461	Northwest Transformer Co. Inc.	202110480; Transformer Repair	1,808.00
462	Oklahoma Natural Gas Company	Transportation Fee for September 2021	6,040.04
463	Pryor Stone	202110484; Rock Stockpile	540.92
464	Professional Pest Control Co, Inc.	A1021252; Quarterly Pest Control	100.00
465	Sundance Office	A1021251; Administrative Office Supplies and Copy Paper	637.28
466	Storage Plus by 5 R, Inc.	A1021254; Certified Shredding/Destruction Service; October 2021	55.00
467	Terex Utilities, Inc.	20209434; CCP; Equipment Replacement, Unit 13	309,475.00
468	Terex Utilities, Inc.	202110492; 2021 Cost Recovery Truck 13 Replacement	10,154.00
469	Traffic Signal Inc.	202110481; Traffic Signal Parts and Service Call	4,900.00
470	U.S. Cellular	Cellular Service for October 2021	198.38
471	Core & Main	20214192; CCP; Bid #932 Water Material	7,800.00
472	Core & Main	20219440; Material & Supplies	749.37
473	Core & Main	20219445; Material & Supplies	66,218.00
474	Core & Main	202110448; Material & Supplies	581.00
475	Core & Main	202110456; Material for Water Leak at NE 1st & Ora St.	2,811.29
476	Core & Main	202110459; Pipe Cutting Chainsaw	2,440.00
477	Walmart/Capital One	202110491; Warehouse Office Supplies	254.62
478	Absolute Technologies	A1021243; Battery Back-Up; J.A.C.K & T Willis / ID Card Ribbon	259.97
479	Mutual of Omaha	Group AD & D Coverage / Payroll Deduction November 2021	880.30
480	City of Pryor Creek	A0721173; Cleaning Services; Payroll Ending 15 October 2021	612.06
481	City of Pryor Creek	Workers Compensation for August 2021	5,223.25
482	City of Pryor Creek	Workers Compensation for September 2021	5,112.33
483	Fiber Interactive Technologies	Voice and Fax for October 2021	166.83
484	Dearborn Life Insurance Company	Group LTD Coverage / November 2021	1,811.31
485	Municipal Utility Board	Utility Services for October 2021	17,302.13
486	Municipal Utility Board	Petty Cash	745.24
487	Technical Programming Services, Inc.	A1021253; October 2021 Bill Print / Mailing Cycle I & II	1,706.02
488	VSP Insurance Company	Payroll Deduction for November 2021	751.22
TOTAL			<u>676,618.78</u>

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

REGULAR CHECKS:	8	9,449.33
DIRECT DEPOSIT REGULAR CHECKS:	43	67,420.11
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
		-----
TOTAL CHECKS:	51	76,869.44

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 10-14-21 TO 10-27-21**

**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, Joe Jared Crisp  
GENERAL MANAGER

APPROVED: Harry Harris  
CHAIRMAN

PO #A1021-255

claim 0438