



January 21, 2020

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Tuesday, January 21, 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, Dr. Ken Rains, Mr. Mark Roberts, Ms. Lorri Mitchell, and Dr. Art Sixkiller.

A motion was made by Dr. Rains and seconded Mr. Roberts to approve the minutes of the Regular Meeting held January 6, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, and Harris. Dr. Sixkiller abstained which counted as no vote.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve Claims #760 - #816 totaling \$731,824.45 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris. Nay – none

The Board recognized Mr. Ryan Stout who had no comments.

The Board recognized Mr. Steve Powell who reported the guiderail installation at the 9<sup>th</sup> Street Lift Station was delayed for two weeks because of the rainfall and the staff at the wastewater treatment plant being on double decant.

Mr. Powell also reported H & H Road Boring Company, LLC began work on the Highway 20 Bore for the Westside Water Project and should be finished by the end of next week.

Mr. Powell reported he was ready to discuss the easements needed for the project North of Old Airport Road and recommended the Board schedule a Public Review with the affected customers during the March 2, 2020 Board Meeting.

The Board recognized Mr. Jared Crisp who discussed the Interlocal Agreement between Mayes County and Municipal Utility Board of the City of Pryor Creek for Pictometry Products which must be renewed annually. The annual cost for fifteen (15) authorized users would be \$5,000.00. Mr. Crisp recommended the Board enter into a six (6) month pro-rated agreement ending June 30, 2020 between Mayes County and Municipal Utility Board of the City of Pryor Creek for Pictometry Products at a cost not to exceed \$2,500.00.

A motion was made by Dr. Rains and seconded by Mr. Roberts to enter into a six (6) month pro-rated agreement ending June 30, 2020 between Mayes County and Municipal Utility Board of the City of Pryor Creek for Pictometry Products at a cost not to exceed \$2,500.00 for fifteen (15) authorized users. MOTION CARRIED.

Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris   Nay – none

Mr. Crisp reported the Municipal Utility Board Identity Theft Prevention Program and Red Flag alert policies and residential procedures are still effective. There were no Red Flag incidents recorded for Calendar Year 2019 and there are no concerns or recommended changes to the policy at this time.

Mr. Crisp discussed planned improvements to County Road 530 where our twelve-inch (12”) water main is located.

Mr. Crisp reported he would be attending the Oklahoma Municipal Alliance (OMA) Board Meeting on Friday, January 24, 2020.

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

A written Department Foreman’s Report was presented with comments from Mr. Jared Crisp. The Nipak Lift Station is over forty (40) years old and he will be asking our engineer to perform a cost analysis to upgrade the Nipak Lift Station.

Mr. Jared Crisp discussed and recommended the promotion of Mr. James Cox and Mr. Hayden Powell from Apprentice 3<sup>rd</sup> Year with Merit to Apprentice 4<sup>th</sup> Year Non-Merit, effective January 23, 2020.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. James Cox from Apprentice 3<sup>rd</sup> Year with Merit to Apprentice 4<sup>th</sup> Year Non-Merit (\$28.49 per hour to \$29.44 per hour) effective January 23, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris   Nay – none

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. Hayden Powell from Apprentice 3<sup>rd</sup> Year with Merit to Apprentice 4<sup>th</sup> Year Non-Merit (\$28.49 per hour to \$29.44 per hour) effective January 23, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris   Nay – none

Mr. Jared Crisp discussed and recommended the promotion of Mr. Alex Johnson from “D” Mechanic with Merit to “C” Mechanic Non-Merit, effective January 23, 2020.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell, to promote Mr. Alex Johnson from “D” Mechanic with Merit to “C” Mechanic Non-Merit (\$20.86 per hour to \$21.22 per hour) effective January 23, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, Roberts, and Harris   Nay – none

There was no unfinished or new business to discuss.

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

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to adjourn at 6:48 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none

  
Chairman

  
Secretary

February 3, 2020

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
817	Payroll	A0120026; Payroll ending January 22, 2020	68,735.56
818	RCB Bank-Pryor	FICA-\$12,018.56 MED-\$2,810.88; FED-\$8,466.81	23,296.25
819	Oklahoma Tax Commission	SWH Payroll Ending January 22, 2020	3,391.00
820	Oklahoma Centralized Support Registry	Payroll Deduction Ending January 22, 2020	893.03
821	Principal Financial Group	457 Retirement Savings Deduction for January 2020	12,958.14
822	Principal Financial Group	457 Loan Re-payment for January 2020	1,357.26
823	Principal Financial Group	MMP Retirement Contribution for January 2020	23,034.06
824	Oklahoma State Tax Commission	January 2020 Actual/February 2020 Estimated Sales Tax	55,850.51
825	Accurate Environmental, LLC	A0120020; Water Samples and Quarterly Testing	930.00
826	BlueCross BlueShield of Oklahoma	Group Medical Coverage for February 2020	46,805.43
827	Blue Tarp Credit Services	2020140; Garage and Shop Supplies	518.37
828	C & M Supply Inc.	2020127; Safety and First Aid Supplies	477.80
829	CINTAS First Aid & Safety	2020133; First Aid Supplies	156.11
830	CINTAS First Aid & Safety	A0120025; First Aid Supplies for January 2020	117.01
831	C & R Oil Co., Inc.	2020142; Fuel	1,052.07
832	C & R Oil Co., Inc.	2020151; Blue Def	168.00
833	Delta Dental of Oklahoma	Group Dental Coverage for February 2020	3,178.16
834	Enviro-Tec America	2020138; SIR Reports, Cycle 1	75.00
835	P & K Equipment	2020135; Equipment Maintenance and Supplies	42.17
836	Green Country Testing Inc.	2020144; Testing	779.00
837	ISCO Industries	201910474; Gas Material and Supplies	270.60
838	Airgas USA, LLC	2020131; Nitrogen for substations	48.09
839	Lakeland Office Systems	A0120029; Warehouse Quarterly Copies (4,875 total)	109.34
840	Love, Beal & Nixon, P.C.	A0819221; Garnishment Payment #11, C. Grass	210.55
841	Masters Heating/Cooling Inc.	2020145; Warehouse Maintenance	197.00
842	Mayes County Treasurer	A0120034; Interlocal Agreement, 15 Pictometry User Fees	2,500.00
843	Infrastructure Solutions Group, LLC	A1015240; CCP, Final Pmt, Closed Phase II GIS Mapping	2,500.00
844	Infrastructure Solutions Group, LLC	A0120030; General Engineer Fees for December 2020	975.00
845	Mike's Tire & Car Care	2020136; Vehicle and Equipment Maintenance	66.69
846	Mike's Tire & Car Care	2020146; Vehicle and Equipment Maintenance	233.58
847	Pryor Learning Solutions, Inc.	A0120018; HR Training, J. Adams and H. Moore	198.00
848	Pryor Stone	2020130; Class A Rock and Crusher Run	1,504.56
849	Remy's Chop Shop Pryor	A0120031; Catering Fees for February OGA Board Meeting	387.00
850	Roberts Auto Center	2020150; Vehicle Maintenance, Truck #15	149.44
851	Schelle Eng. Corp. d/b/a/ SECOR	201910475; Gas Material and Supplies	1,695.00
852	Stuart C. Irby Co., Inc.	201912579; Electric Material and Supplies	2,437.80
853	Sundance Office	2020141; Warehouse Supplies	196.78
854	U S Cellular	Cellular Services for January 2020	1,195.41
855	Absolute Technologies	A0120006; Backup Cartridges and Computer Supplies	175.83
856	Mutual of Omaha Payment Process Center	Group AD&D Coverage for February 2020	862.22
857	City of Pryor Creek	A0719172; Cleaning Service, Payroll Ending Jan 10 & 24, 2020	1,188.46
858	City of Pryor Creek	Workman's Compensation for December 2020	9,850.16
859	Fiber Interactive Technologies	Telephone Service for January 2020	166.83
860	Blue Cross Blue Shield Ancillary Bill Dept.	Group LTD Coverage for February 2020	1,216.04
861	Municipal Utility Board	Utility Services for January 2020	18,469.73
862	Municipal Utility Board	Petty Cash	557.25
863	Technical Programming Services Inc.	A0120021; Bill/Late Message Print and Mailing, January 2020	3,362.50
864	Tyler Technologies, Inc.	A0120027; Annual Maintenance and Support Agreements	2,665.49
865	Tyler Technologies, Inc.	A0120028; Mobile Service Order User Training	130.00
866	VSP Insurance Co., (CT)	Payroll Deduction for February 2020	650.43
867	Oklahoma Ordnance Works Authority	Purchased Water for January 2020	54,491.46
TOTAL			<u>352,476.17</u>

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

REGULAR CHECKS:	12	15,022.88
DIRECT DEPOSIT REGULAR CHECKS:	38	53,712.68
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
		-----
TOTAL CHECKS:	50	68,735.56

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 1-9-2020 TO 1-22-2020**

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: Jeri Hill for Jared Crisp  
 GENERAL MANAGER

APPROVED: Garry Harris by Jmb  
 CHAIRMAN

PO# A0120-026

Claim

0817