



August 02, 2021

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, August 2, 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, Ms. Lorri Mitchell, Mr. Mark Roberts and Dr. Ken Rains. Dr. Art Sixkiller was absent.

Also in attendance were Mr. Terry Aylward and Mr. Steve Powell.

The Board recognized Mr. Jared Crisp who informed the Board there was a scrivener's error on the date for Wednesday, June 30, 2021 minutes.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held July 19, 2021. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains and Harris Nay – none

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve Claims #62 - #116 totaling \$322,783.33 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains and Harris Nay – none

The Board recognized Mr. Steve Powell who updated the Board on the Giles Sewer Project stating the project was moving slower due to the recent extreme heat. Mr. Powell stated the Wastewater Treatment Plant staff is coordinating with RW Vaught the programming of the effluent flow meter.

Mr. Powell also discussed that the city's contractor discovered a sanitary sewer manhole that was buried at the SE 14<sup>th</sup> Street/Fairland Street drainage project that will need to be raised.

The Board recognized Mr. Crisp who discussed Resolution 2020-01 requesting the City Council to approve the purchase of the property described as Lot 9 in Block 1 of Southern Acres Addition, with the acquisition cost of said property (approximately \$4,000) to be divided equally between MUB and the City of Pryor Creek. The triangular shaped tract of land located on South Elliott Street at the intersection of 9<sup>th</sup> Street and E510/Nipak Rd houses a cone valve maintained by MUB.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve Resolution 2021-01 requesting the City Council to approve the purchase of property described as Lot 9 in Block 1 of Southern Acres Addition, with the acquisition cost of said property (approximately \$4,000) to be divided equally between MUB and the

City of Pryor Creek. MOTION CARRIED. Ayes – Roberts, Rains, Mitchell and Harris Nay – none

The Board recognized Mr. Crisp who discussed possibly to enter into an agreement with CMS Willowbrook for the installation of the KIOSK at the drive-thru window at City Hall. He stated CMS Willowbrook who was the Construction Manager over the construction of Pryor Creek City Hall estimated the cost at \$31,130.00 to remove the window, install the KIOSK and remodel the cabinetry within. No other estimates were received. Crisp explained the size of the job was intimidating to small contractors and too small for larger contractors.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve to enter into an agreement with CMS Willowbrook for installation of the KIOSK at the drive-thru window at City Hall at a cost of \$31,130.00. MOTION CARRIED. Ayes – Rains, Mitchell, Roberts and Harris Nay – none

The Board recognized Mr. Crisp who discussed possibly allowing himself, Gas Foreman Roger Eichelberger, and Gas Employee Travis Whitenack to attend the 2021 Pipeline Safety Seminar at the Double Tree Warren Place in Tulsa, Oklahoma on November 2-3, 2021. He added Mr. Eichelberger will also attend the OGA Board Retreat and stay overnight on November 3, 2021. He estimates the cost to not exceed \$1,250.00.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve to allow three (3) employees to attend the 2021 Pipeline Safety Seminar at the Double Tree Warren Place in Tulsa, Oklahoma on November 2-3, 2021 and not to exceed \$1,250.00. MOTION CARRIED. Ayes – Mitchell, Roberts, Rains and Harris Nay – none

The Board recognized Mr. Crisp who discussed possibly allowing himself to attend the 2021 Hometown Connections, Inc. 2021 Annual Conference at the Elizabeth Hotel in Fort Collins, Colorado on August 30 through September 1, 2021. GRDA's customer group will be learning about Advanced Metering Infrastructure (AMI) for future planning.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve one (1) employee to attend the 2021 Hometown Connections, Inc. 2021 Annual Conference at the Elizabeth Hotel in Fort Collins, Colorado on August 30 through September 1, 2021. MOTION CARRIED. Ayes – Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Crisp further reported that improvements to the regulator station at SE 17<sup>th</sup> Street and South Elliott Street is in progress. He also stated the asphalt contractor is working with the city to patch the intersection at SE 17<sup>th</sup> Street and South Elliott Street and hopefully be completed when school starts on August 12<sup>th</sup>, 2021. Mr. Crisp added

he has instructed the electric serviceman to turn on the school zone signage to acclimate the public the Monday before school starts.

The Board recognized Mrs. Hannah Moore who had no Office Manager's Report.

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

The Board recognized Mr. Crisp who discussed possibly approving the promotion of Mr. Justin Brooke to Apprentice Lineman 4<sup>th</sup> Year with Merit. He stated that he had completed his requirements and his Crew Chief Brent Childers and Foreman Travis Willis were unable to submit their recommendations prior to the pay rate increases effective July 8, 2021. Therefore, Mr. Crisp requested the promotion to be retroactive back to July 8, 2021 in the amount of \$32.94 per hour. He stated the difference would show as differential pay on the next payroll cycle.

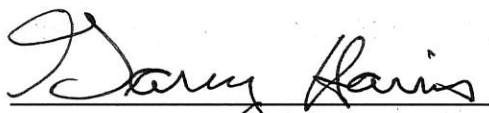
A motion was made by Mr. Roberts and seconded by Dr. Rains to approve the promotion of Mr. Justin Brooke to Apprentice Lineman 4<sup>th</sup> Year with Merit at \$32.94 effective July 8, 2021. MOTION CARRIED. Ayes – Rains, Mitchell, Roberts and Harris Nay – none

There was no unfinished business to report.

There was no new business to discuss.

Mr. Ben Sherrer was absent.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 6:30 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains and Harris Nay – none

  
Chairman

  
Secretary

August 16, 2021

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
117	Payroll	A0821188; Payroll Ending August 4, 2021	74,426.12
118	BOC-Pryor	FICA \$12,903.98; MED \$3,017.86; FED \$8,474.84	24,396.68
119	Oklahoma Tax Commission	A0821188; Payroll Ending August 4, 2021	3,671.00
120	Oklahoma Centralized Support Registry	A0821188; Payroll Ending August 4, 2021	1,559.31
121	Kansas Payment Center / SG10DM000494	A0821188; Payroll Ending August 4, 2021	83.54
122	AFLAC	Payroll Deduction for August 2021	2,215.45
123	Accurate Environmental, LLC	A0721183; Water Samples	140.00
124	Accurate Environmental, LLC	A0821196; Water Samples	140.00
125	BlueMark Energy, LLC	Purchased Gas; July 2021	23,506.86
126	CDW Government	A0721176; RAM Intelliskin Back Cover for Cell	54.78
127	Chouteau Lime	20218349; Material and Supplies	1,068.00
128	CINTAS	20218350; Uniform Rental for July 2021	1,305.20
129	Clark's Upholstery	20218361; Vehicle Maintenance, Truck #2	375.00
130	C & R Oil Co., Inc.	20218360; Fuel	4,204.72
131	Fastenal	20218358; Equipment Maintenance, Basin Aerator	934.50
132	Grand River Dam Authority	Purchased Electric; July 2021	712,722.28
133	P & K Equipment	20217346; Small Tool, Chainsaw parts	32.26
134	P & K Equipment	20218347; Small Tool, Chainsaw and Chains ( Truck #16)	401.26
135	Green Country Testing, Inc.	20218351; Testing	598.00
136	Jaybelle Construction, LLC	A0821192; Water Bore at Ivy Ridge	5,000.00
137	Airgas USA, LLC	20218365; Material and Shop Supplies	105.57
138	KGM-Koons Measurement	20217336; Upgrade Regulator Station, SE 17th & Elliott	48,210.35
139	Locke Supply Co.	20218352; (CCP, \$7.13) Material and Small Tools	1,435.72
140	Infrastructure Solutions Group, LLC	A1220296; CCP, Hydraulic Analysis - Payment #5	5,775.00
141	Infrastructure Solutions Group, LLC	A0421089; CCP, Sewer Extension Inspection - Pmt #1	6,000.00
142	Mike's Tire & Car Care	20218367; Equipment Maintenance, Trackhoe Trailer	126.38
143	O'Reilly Automotive, Inc.	20218355; Vehicle Maintenance and Small Tool	842.00
144	Oklahoma Ordnance Works Authority	Purchased Water; July 2021	69,699.59
145	Oklahoma Ordnance Works Authority	Wastewater Treatment; July 2021	805.74
146	Mayes County River Rock, LLC	20217340; Sand for WWTP Drying Beds	210.00
147	Pryor Automotive Supply	20218359; Vehicle Maintenance and Small Tools	696.82
148	Pryor Waste and Recycling, LLC	Solid Waste Disposal fees for July 2021	99,039.89
149	Pryor Lumber Co, Inc.	20218354; Material and Supplies	113.02
150	Rainmaker Sales, Inc.	20215217; CCP, Bid #933 - Gas Material	1,667.48
151	Mayes County Rural Water District #4	Water Service for WWTP in July 2021	30.46
152	Sherwin Williams Co.	20218364; Paint for Upgraded Regulator Station	214.95
153	Sundance Office	20218356; Warehouse Supplies	430.15
154	Teel Electronics	20218362; Material and Supplies	51.98
155	White Star Machinery	20217345; Equipment Maintenance, Skid Loader	105.80
156	City of Pryor Creek	Occupational Fee for July 2021	3,229.52
157	City of Pryor Creek	A0721173; City Hall Maintenance, July 2021	612.06
158	City of Pryor Creek	A0721173; City Hall Maintenance, August 2021	612.06
159	City of Pryor Creek	A0821191; Allocation to City, Payment #1	64,600.00
160	Fiber Interactive Technologies	A0621127; CCP, Fiber Entry Connections and Testing	22,745.00
161	Kolker & Kolker, Inc.	A0821194; Bank Reconciliation Repair for Year End Prep	265.00
162	Municipal Utility Board	Solid Waste Billing Fee for July 2021	6,459.04
163	Oklahoma Corporation Commission	A0821189; Pipeline Safety Seminar Registration	1,050.00
164	U S Postal Service	A0821195; Forever Stamp Rolls	1,375.00
165	Technical Programming Services Inc.	A0721181; Cycle 2 & 3 Bill Print & Mailing, July 2021	2,332.87
166	WA-RO-MA dba C.A.R.D.	Share the Comfort Collection for July 2021	317.06
167	Visa Control Account	A0821197; Miscellaneous Expenses	596.33
168	PV100, LLC dba The Park at 12Twenty	A0821193; Security Deposit Refund, Certificate #53811	30,000.00
		TOTAL	<u>\$ 1,226,589.80</u>

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

REGULAR CHECKS:	10	8,315.55
DIRECT DEPOSIT REGULAR CHECKS:	46	66,110.57
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	56	74,426.12

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 7-22-21 TO 8-4-21**

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. Hice for Jared Crisp  
GENERAL MANAGER

APPROVED: Darryl Harris by jmb  
CHAIRMAN

PO# A0821-188

claim

0117