



December 6, 2021

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, December 6, 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. Dalton Powell, Mr. Ryan Stout, and Mr. Terry Aylward.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held November 15, 2021. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, and Harris. Dr. Sixkiller abstained and counted as no vote.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #555 - #625 totaling \$861,184.09 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, Roberts and Harris. Nay – none

The Board recognized Mr. Dalton Powell who reported the East Salt Branch Sanitary Sewer Extension Project No: PMUB-21-01 Bid scheduled on December 7, 2021 had been postponed to 2 p.m. on December 16, 2021 (Addendum No.2). Mr. Jared Crisp added he had requested Mr. Ben Sherrer, MUB Attorney, to research and give an opinion on Municipality bid requirements by the State of Oklahoma Statutes. Mr. Crisp expressed his growing concern in the overall bid process of either a lack of participation or inflated prices caused by the fluctuating cost of material and the time lapse between a submitted quote from the supplier, presentation to MUB Board for approval, and the actual delivery of material.

The Board recognized Mr. Jared Crisp who reported every six (6) years the IRS requires a restatement of all retirement plans. Our third-party retirement administrator, Beasley & Company restated the Municipal Utility Department of Pryor, Oklahoma Money Purchase Plan document using our existing plan provisions together with the attached summary of changes effective 1-1-2022. Mr. Crisp recommended the Board adopt the IRS-approved non-standardized prototype plan revisions to the Municipal Utility Department of Pryor, Oklahoma Money Purchase Plan as presented.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to adopt the IRS-approved non-standardized prototype plan revisions to the Municipal Utility Department of Pryor, Oklahoma Money Purchase Plan as presented by the MUB Retirement Third-party Administrator, Beasley & Company. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris. Nay – none

Mr. Jared Crisp presented and discussed a site plan from Pryor Creek Storage. The Oklahoma Department of Transportation approved a twelve (12) month permit under US69 Highway therefore, he recommended

the Board approve the expenditure of \$18,500.00 to Union Pacific Railroad Company for the six (6) month Pipeline Crossing Agreement.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve the expenditure of \$18,500.00 to Union Pacific Railroad Company for the six (6) month Pipeline Crossing Agreement. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, Sixkiller, and Harris Nay – none

Mr. Crisp discussed and recommended the approval to bid the installation of two (2) steel casings at 49th Street and U.S. Highway 69 (Pipeline Crossing Agreement Folder No: 03298-74) to provide gas and water services to the new Pryor Creek Storage development.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to bid the installation of two (2) steel casings at 49th Street and U.S. Highway 69 (Pipeline Crossing Agreement Folder No: 03298-74) to provide gas and water services to the new Pryor Creek Storage development. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, Rains, and Harris Nay – none

Mr. Crisp recognized Mr. Ryan Stout who gave a progress report on the hardware installation of J.A.C.K. Mr. Crisp added the KIOSK daily administration training was scheduled for Friday, December 10, 2021 and J.A.C.K should be open to the public on Monday, December 13, 2021. Mrs. Hannah Moore will post a public training video on MUB social media featuring 4th grader, Peyton Morrison and Administrative Utility Clerk, Mrs. Janice Early using J.A.C.K for the first time.

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

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

There was no unfinished business.

NEW BUSINESS:

The Board recognized Ms. Lorri Mitchell who expressed gratitude from the Pryor Area Chamber of Commerce Parade Committee and complimented Mr. Travis Willis and MUB Staff on their assistance in preparation for the Christmas Parade line-up.

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

A motion was made by Mr. Roberts and seconded by Dr. Rains to adjourn at 6:22 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Rains, Mitchell, Sixkiller, 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 |
|-------|---------------------------------------|---|----------------------|
| 626 | Payroll | A1221290; Payroll Ending December 8, 2021 | 78,691.05 |
| 627 | BOC-Pryor | FICA \$13,494.46; MED \$3,155.94; FED \$8,120.09 | 24,770.49 |
| 628 | Oklahoma Tax Commission | A1221290; Payroll Ending December 8, 2021 | 4,048.00 |
| 629 | Oklahoma Centralized Support Registry | A1221290; Payroll Ending December 8, 2021 | 1,686.97 |
| 630 | Kansas Payment Center/SG10DM000494 | A1221290; Payroll Ending December 8, 2021 | 83.54 |
| 631 | AFLAC | Payroll Deduction for December 2021 | 2,149.54 |
| 632 | Agriland FS-Oklahoma | 202112566; Fuel | 2,913.93 |
| 633 | Altec Industries, Inc. | 20218372; Equipment Replacement; Truck #1 | 77,070.00 |
| 634 | Accurate Environmental, LLC | A1221296; Water Samples | 140.00 |
| 635 | AT&T Mobility | A1221289; Cellular Service for November 2021 | 1,658.71 |
| 636 | BlueMark Energy, LLC | Purchased Gas; November 2021 | 175,571.06 |
| 637 | Chouteau Lime Co. | 202112558; Material and Supplies | 48.90 |
| 638 | CINTAS Corporation 063 | 202112556; Uniform Rental for November 2021 | 813.76 |
| 639 | CINTAS First Aid and Safety | 202112569; First Aid Supplies | 260.57 |
| 640 | CINTAS First Aid and Safety | A1221291; First Aid Supplies for December 2021 | 87.99 |
| 641 | Office Everything | 202112570; Shipping Fees | 114.80 |
| 642 | Endex Inc. of Tulsa | A1221293; City Hall Maintenance, Security Communicator | 536.25 |
| 643 | P & K Equipment | 202112553; Equipment Maintenance, Manure Spreader | 562.40 |
| 644 | J Harlan Co., Inc. | 202111498; Small Tool, Madi Pole Cradle | 469.00 |
| 645 | HACH Co. | 202112561; Lab Thermometers | 279.52 |
| 646 | Airgas USA, LLC | 202112571; Cylinder Rental | 55.70 |
| 647 | Border States Industries Inc. | 20219431; Bid #934, Electric Material | 768.24 |
| 648 | Border States Industries Inc. | 202111511; Material and Supplies | 9,990.00 |
| 649 | Locke Supply Co. | 202112554; Material and Small Tools | 844.94 |
| 650 | Muskogee Communications | 202112568; Equipment Replacement, Radio Antennas | 168.21 |
| 651 | Northwest Transformer Co., Inc. | 202112564; Material and Supplies | 3,616.00 |
| 652 | Pikepass Government Account Services | A1221294; Turnpike Fees for November 2021 | 36.60 |
| 653 | O'Reilly Automotive, Inc. | 202112559; Equipment and Vehicle Maintenance | 855.53 |
| 654 | Oklahoma Natural Gas Company | Transportation Fees for November 2021 | 6,043.12 |
| 655 | Precision Calibration | 202112565; Scale Calibration | 50.00 |
| 656 | Pryor Automotive Supply | 202112560; Material and Supplies | 325.96 |
| 657 | Pryor Waste and Recycling, LLC | Solid Waste Disposal fees for November 2021 | 99,734.07 |
| 658 | Pryor Lumber Co, Inc. | 202112563; Material and Supplies | 1,463.22 |
| 659 | Mayes County Rural Water District #4 | Water Service for WWTP in November 2021 | 19.00 |
| 660 | Sundance Office | A1221284; Administrative Supplies | 99.75 |
| 661 | Teel Electronics | 202112567; Radio Antenna for New Truck #13 | 24.99 |
| 662 | Tractor Supply Credit Plan | 202112562; Material and Small Tools | 181.51 |
| 663 | Utility Supply Company | 202111545; Material and Supplies | 1,260.28 |
| 664 | Union Pacific Railroad | A1221287; Pipeline Crossing Agreement | 18,500.00 |
| 665 | Core & Main | 202111544; Material and Supplies | 597.98 |
| 666 | White Star Machinery | 202112572; Equipment Maintenance, Trackhoe | 115.20 |
| 667 | Absolute Technologies | A1221295; Equipment Maintenance | 319.96 |
| 668 | City of Pryor Creek | Occupational Fee for November 2021 | 3,252.12 |
| 669 | City of Pryor Creek | A0721173; City Hall Maintenance, November/December 2021 | 1,224.12 |
| 670 | City of Pryor Creek | Worker's Compensation for November 2021 | 5,160.63 |
| 671 | City of Pryor Creek | A0821191; Allocation to City, Payment #5 | 64,600.00 |
| 672 | Municipal Utility Board | Solid Waste Billing Fee for November 2021 | 6,504.24 |
| 673 | Pryor Printing Inc. | A1221292; Work Order Cards | 341.00 |
| 674 | WA-RO-MA dba C.A.R.D. | Share the Comfort Collection for November 2021 | 461.23 |
| 675 | Visa Control Account | A1221288; Material, Supplies, and Miscellaneous | 1,533.92 |
| TOTAL | | | <u>\$ 600,104.00</u> |

*** REGISTER TOTALS ***

| | | |
|--------------------------------|----|-----------|
| REGULAR CHECKS: | 9 | 8,366.30 |
| DIRECT DEPOSIT REGULAR CHECKS: | 47 | 70,324.75 |
| MANUAL CHECKS: | | |
| PRINTED MANUAL CHECKS: | | |
| DIRECT DEPOSIT MANUAL CHECKS: | | |
| VOIDED CHECKS: | | |
| NON CHECKS: | | |
| ----- | | |
| TOTAL CHECKS: | 56 | 78,691.05 |

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 11-25-21 TO 12-8-21

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: Marry Harris by Jmh
CHAIRMAN

PO # A1221-290

claim 0626