



January 3, 2022

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, January 3, 2022, 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, Dr. Art Sixkiller, and Ms. Lorri Mitchell.

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

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve the minutes of the Regular Meeting held December 20, 2021. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #676 - #722 totaling \$377,222.97 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 East Graham Avenue Building Projects. He also reported the Pryor City Council approved the Annexation of Tract 2 Stonegate Developments, Inc., Tract 1 Pryor Creek Investments, and Tract 3 Pryor Creek Investments; therefore the Municipal Utility Board could provide all utility services to that area. Mayor Lees also reported he was contacted with development interest on several vacant properties located inside city limits and bordered by utility services.

The Board recognized Mr. Steve Powell who reported he was waiting on the completion of a maintenance project at the Wastewater Treatment Plant before he scheduled the installation of the flow meter.

Mr. Powell also reported there were a couple of leaks found and repaired on the eight-inch waterline project located on US69 Highway but the project was nearing completion.

Mr. Powell reported Mr. Jared Crisp asked him to investigate upgrading the Nipak Lift Station, located at SE 29<sup>th</sup> Street and South Elliott Street and a possible gravity sanitary sewer line extension.

Mr. Powell made scheduling inquiries within his office regarding the presentation of a Report on the Engineering Study performed for the Wastewater Treatment Facility and requested the Agenda Item 4c continue to be tabled.

The Board recognized Mr. Jared Crisp who discussed the request to release the bid bonding and awarded bid contract to

Envision Civil Contractors due to a line item entry error in the total amount of \$100,980.00 which exceeded the Public Competitive Bidding Act allowance for a Change Order. Due to the project being time sensitive, he reported the Mutual Cancellation and Release of Bid agreement included in the Board Packet was prepared by Mr. Ben Sherrer and already signed by Envision Civil Contractors, LLC Manager. Mr. Steve Powell reiterated this contract must be awarded by January 15, 2022 or begin the bid process again.

Mr. Crisp recommended the Board approve the execution of the Mutual Cancellation and Release of Bid awarded to low bidder Envision Civil Contractors, LLC, for East Salt Branch Creek Project due to a bidder error and at the request of said bidder.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to approve the execution of Mutual Cancellation and Release of Bid awarded to low bidder Envision Civil Contractors, LLC, for East Salt Branch Creek Project due to a bidder error and at the request of said bidder. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none

Mr. Crisp reported Jerry's Excavation Inc., was second low bidder for the East Salt Branch Sanitary Sewer Interceptor Project No: PMUB 21-01 in the amount of \$664,912.50 which was below the Engineer's Cost Estimate of \$735,000.00. With the additional cost, Mr. Crisp still anticipated a rapid return because of the approved annexation reported by Mayor Lee's. Mr. Crisp recommended the Board award the contract for East Salt Branch Creek Project to Jerry's Excavation Inc., as second low bidder, following the rescission/cancellation of bid by Envision Civil Contractors, LLC.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to enter into a contract with Jerry's Excavation Inc., as second low bidder, following rescission/cancellation of bid by Envision Civil Contractors, LLC for the Proposed East Salt Branch Sanitary Sewer Interceptor Extension Project No: PMUB 21-01 in the amount of \$664,912.50. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

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

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

Chairman Harris requested a motion to enter into Executive Session for the purpose of: Discussion and consideration of the employment and salary of the Assistant General Manager, per 25 O.S. Section 307(B) (1).

A motion was made at 6:17 p.m. by Ms. Mitchell and seconded by Dr. Rains to enter into Executive Session for the purpose of: Discussion and consideration of the employment and salary of the Assistant General Manager, per 25 O.S. Section 307(B) (1).

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

Chairman Harris reported no action taken during Executive Session and requested a motion to resume Regular Session.

A motion was made at 6:49 p.m. by Dr. Rains and seconded by Mr. Roberts to resume Regular Session. Votes cast as follows: Ayes – Roberts, Rains, Mitchell, Sixkiller, and Harris Nay – none

The Board recognized Mr. Jared Crisp who recommended the Board offer the position of Assistant General Manager to Mr. Travis Willis at an annual salary of \$105,000.00, effective January 6, 2022.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to offer the position of Assistant General Manager to Mr. Travis Willis at an annual salary of \$105,000.00, effective January 6, 2022. MOTION CARRIED: Votes cast as follows: Ayes – Mitchell, Roberts, Rains, Sixkiller, and Harris Nay – none

The Board recognized Mr. Travis Willis who accepted the position of Assistant General Manager at an annual salary of \$105,000.00, effective January 6, 2022 with a thank you.

Mr. Jared Crisp discussed and recommended the promotion of Mr. Brent Childers to acting Electric Department Foreman at Lead Lineman with Merit hourly rate, effective January 6, 2022.

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to promote Mr. Brent Childers to acting Electric Department Foreman at Lead Lineman with Merit hourly rate (\$36.48 per hour to \$37.11 per hour), effective January 6, 2022. 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. Hayden Powell to acting Lead Lineman at Journeyman Lineman with Merit hourly rate, effective January 6, 2022.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. Hayden Powell to acting Lead Lineman at Journeyman Lineman with Merit hourly rate (\$35.13 per hour to \$35.65 per hour), effective January 6, 2022. 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. Charles Bley to Wastewater Superintendent with Merit, effective January 6, 2022.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. Charles Bley to Wastewater Superintendent with Merit, (Annual Salary of \$70,366.40 to \$74,284.96), effective



January 6, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed the open position for a Crew Chief in the Gas Department and recommended the promotion of Mr. Travis Whitenack to Crew Chief Non-Merit, effective January 6, 2022.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to promote Mr. Travis Whitenack to Crew Chief Non-Merit (\$25.57 per hour to \$26.12 per hour) in the Gas Department, effective January 6, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Rains, Mitchell, and Harris Nay – none

There were no new business or unfinished business to discuss.

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

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to adjourn at 6:57 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, 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
723	Payroll	A0122001; Payroll Ending January 5, 2022	73,898.41
724	BOC-Pryor	FICA \$12,724.32; MED \$2,975.82; FED \$8,112.32	23,812.46
725	Oklahoma Tax Commission	A0122001; Payroll Ending January 5, 2022	3,577.00
726	Oklahoma Centralized Support Registry	A0122001; Payroll Ending January 5, 2022	1,334.43
727	Kansas Payment Center/SG10DM000494	A0122001; Payroll Ending January 5, 2022	83.54
728	AFLAC	Payroll Deduction for January 2022	2,492.05
729	AgriLand FS-Oklahoma	2022127; Fuel	3,260.03
730	Arkansas Electric Coop., Inc.	20219430; Bid #934, Electric Material	6,522.00
731	Accurate Environmental, LLC	A0122009; Water Samples	140.00
732	Anixter Inc.	202112585; Bid #937, Electric Material	13,794.69
733	AT&T Mobility	Cellular Service for December 2021	1,460.76
734	B & B Meter Service	202111541; Material and Supplies	677.28
735	B & B Meter Service	202112573; Material and Supplies	7,717.00
736	CINTAS Corporation 063	202217; Uniform Rental Service for December 2021	1,301.10
737	CINTAS First Aid and Safety	2022115; First Aid Supplies	159.37
738	CINTAS First Aid and Safety	2022128; Gloves	200.82
739	CINTAS First Aid and Safety	A0122004; First Aid Supplies for January 2022	159.17
740	Clifford Power	202112550; Equipment Maintenance, WWTP Generac	1,861.59
741	C & H Sales & Services Co., Inc.	202112551; Equipment Maintenance, Substation Testing	1,905.00
742	Elliott Electric Supply	202112588; Bid #937, Electric Material	2,743.92
743	Endex Inc. of Tulsa	A0122005; Annual Monitoring of Security System	240.00
744	Farwest Line Specialties	202111497; Small Tool, Cant Hook	219.81
745	Farwest Line Specialties	202112599; Small Tool, Stryker LED Golight	674.92
746	Grand River Dam Authority	Purchased Electric for December 2021	422,917.99
747	P & K Equipment	2022126; Vehicle Maintenance, Truck #1	91.19
748	Green Country Testing	202213; Testing	1,434.00
749	G C M H P dba Green Country OK LLC	A0122013; Sewer Rebate for CY2021	986.60
750	Heath Consultants Inc.	202112578; Calibrate and Test Gas Surveyor	156.66
751	Matthews Ford	202112598; Running Boards, Truck #1	465.00
752	Airgas USA, LLC	202212; Nitrogen	48.78
753	Key Maintenance, Inc.	A0321061; CCP, Sanitary Sewer Interceptor Final Payment	40,386.70
754	Locke Supply Co.	2022117; Material and Small Tools	1,352.16
755	MESO / OMUSA	A0122017; MESO Lineworker Apprentice Program, D. Brown	725.00
756	Mike's Tire & Car Care	202214; Equipment and Vehicle Maintenance	45.00
757	Mike's Tire & Car Care	2022125; Vehicle Maintenance, Trucks #7 & #8	288.76
758	Northern Safety Co., Inc.	202215; Safety Equipment	126.43
759	O'Reilly Automotive, Inc.	2022112; Equipment and Vehicle Maintenance	993.47
760	Oklahoma Gas Association	A0122008; OGA Annual Membership Dues for CY 2022	200.00
761	Oklahoma Ordnance Works Authority	Purchased Water for December 2021	49,079.84
762	Oklahoma Ordnance Works Authority	Wastewater Treatment for December 2021	805.74
763	Pryor Area Chamber of Commerce	A0122016; State of the City Forum Luncheon	45.00
764	Pryor Automotive Supply	2022114; Supplies and Small Tools	204.23
765	Pryor Chevrolet Buick GMC	2022130; Vehicle Maintenance, Truck #4	1,881.62
766	Pryor Stone Inc.	2022111; Stockpile Rock	1,404.69
767	Pryor Waste and Recycling, LLC	Solid Waste Disposal fees for December 2021	99,049.28
768	Pryor Lumber Co, Inc.	2022113; Material and Supplies	668.58
769	Mayes County Rural Water District #4	Water Service for WWTP in December 2021	25.00
770	Sundance Office	A0122003; Administrative Supplies	204.84
771	Sundance Office	A0122011; Administrative Supplies	86.69
772	Storage Plus by 5 R, Inc.	A0122006; Onsite Shredding Service for December 2021	40.00
773	Techline Inc.	202112589; Bid #937, Electric Material	708.00
774	The Paper	A0122007; Legal Publishing, Job Posting	90.00
775	The Paper	A0122010; Legal Publishing, Waterline Bore	63.19
776	Tractor Supply Credit Plan	2022119; Vehicle Maintenance and Supplies	792.40
777	Core & Main	202112583; Material and Supplies	550.00
778	Wheeler Metals	202211; Vehicle Maintenance, Truck #1	3,310.00
779	White Star Machinery	2022121; Equipment Maintenance, Skid Steer (Jackhammer)	387.49
780	City of Pryor Creek	Occupational Fee for December 2021	3,229.62
781	City of Pryor Creek	A0721173; City Hall Maintenance, December 2021	612.06
782	City of Pryor Creek	A0821191; Allocation to City, Payment #6	64,600.00
783	CMS Willowbrook	A0821187; Installation of KIOSK	31,130.00
784	Municipal Utility Board	Solid Waste Billing Fee for December 2021	6,459.25
785	WA-RO-MA dba C.A.R.D.	Share the Comfort Collection for December 2021	292.61
786	Visa Control Account	A0122012; Safety Equipment and Appreciation Dinner	1,009.28
787	Oklahoma DEQ Water Quality Division	A0122014; Permit Application, East Salt Branch Extension	237.80
788	BlueMark Energy, LLC	Purchased Gas for December 2021	205,734.21
789	Oklahoma DEQ Water Quality Division	A0122018; Permit Application, 49th ST Commercial Development	172.32
790	Bates Infrastructure, LLC	A0821199; S. Mill Water Line Replacement, Final Payment	20,736.65
TOTAL			<u>\$ 1,112,063.48</u>

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

REGULAR CHECKS:	10	9,198.28
DIRECT DEPOSIT REGULAR CHECKS:	43	64,700.13
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	53	73,898.41

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 12-23-21 TO 1-5-22**

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 Jmb  
CHAIRMAN

PO # A0122-001

claim

0723