



September 19, 2022

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, September 19, 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, Ms. Lorri Mitchell, Dr. Art Sixkiller, and Mr. Mark Roberts.

The Board recognized Mr. Jared Crisp who reported a price increase of \$10.65 for the last meter socket on Line 38 and Line 39 was dropped due to extended lead times for a decrease of \$2,201.60 on Bid #937 (Electric Material) for a total decrease of \$2,190.95, which changed the total to \$72,493.98 for Bid #937 (Electric Material) on the Claims and Contract List Ending June 30, 2022.

A motion was made by Dr. Rains and seconded by Mr. Roberts to accept a price increase of \$10.65 for the last meter socket on Line 38, to drop Line 39 due to extended lead times for a decrease of \$2,201.60 on Bid #937 (Electric Material) for a total decrease of \$2,190.95, which changed the total to \$72,493.98 for Bid #937 (Electric Material) on the Claims and Contract List Ending June 30, 2022, and approve the minutes of the Regular Meeting held September 6, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #269 - #356 totaling \$422,406.88 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 several community events with a positive sales tax impact for the City of Pryor Creek. He also reported the town's population is growing and he was excited to nominate an Ad Hoc Committee with a mission of recommending a path forward for our Castle Theater to the City Council during the September 20, 2022 meeting.

The Board recognized Mr. Steve Powell, P.E. of Infrastructure Solutions Group, LLC who updated the Board on several ongoing projects. Mayor Lees commended Mr. Powell on resolving several issues at The Meadows at Stonegate, Phase II.

Mr. Powell updated the Board on the "Issuance of Draft Tier II Permit Pollutant Discharge Application No: OK0040479" and reported the retesting results were within the guidelines which successfully removed any restraints from the five-year permit.

The Board recognized Mr. Jared Crisp who presented and recommended approval of the amendment to the "General Manager Purchasing Authority Policy" as prepared by Mr. Ben Sherrer.

A motion was made by Dr. Rains and seconded by Mr. Roberts to amend the non-emergency purchasing authority amount not to exceed \$50,000.00 without prior board approval and the emergency purchasing authority amount not to exceed \$100,000.00 without prior board approval as presented in the General Manager Purchasing Authority dated the 19<sup>th</sup> day of September, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board allow three (3) employees to attend the Tyler Technologies ERP Pro 9 & 10 Conference at Gordon Cooper Technology Center in Shawnee, Oklahoma on September 28-29, 2022, at a cost not to exceed \$400.00.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to allow Mr. Jared Crisp, Mrs. Teri Hill, and Mrs. Jennifer Adams to attend the Tyler Technologies ERP Pro 9 & 10 Conference at Gordon Cooper Technology Center in Shawnee, Oklahoma on September 28-29, 2022, at a cost not to exceed \$400.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board allow six (6) employees to attend the Oklahoma Municipal Assurance Group's 2022 Sanitary Sewer Expo at Meridian Technology Center – South Campus in Guthrie, Oklahoma on October 24-26, 2022, at a cost not to exceed \$1,500.00.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to allow Mr. Jared Crisp, Mr. Travis Willis, Mr. Jim Martin, Mr. Aaron Baker, Mr. William Gilmore, and Mr. Robert Wilkerson to attend the Oklahoma Municipal Assurance Group's 2022 Sanitary Sewer Expo at Meridian Technology Center – South Campus in Guthrie, Oklahoma on October 24-26, 2022, at a cost not to exceed \$1,500.00. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board allow two (2) employees to attend the 2022 Xylem Reach Conference at Washington Hilton in Washington, D.C. on October 9-13, 2022, at a cost not to exceed \$1,000.00.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to allow Mr. Jared Crisp and Mr. Travis Willis to attend the 2022 Xylem Reach Conference at Washington Hilton in Washington, D.C. on October 9-13, 2022, at a cost not to exceed \$1,000.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts, and Harris Nay – none

The Board recognized Mr. Travis Willis who updated the Board on the transformer supply chain and cost.

The Board recognized Mrs. Teri Hill who reported Tyler Technologies recently switched our software from Incode Central Version 9 to ERP Pro 9 and thanked the Board for allowing her and Mrs. Adams to attend the conference in Shawnee, Oklahoma with Mr. Crisp to learn what is new and upcoming with the company.

Mr. Crisp reported our municipality received \$4,666.07 from the OMAG Municipal Liability Protection Plan (MLPP) Retention Program because of "good loss experience" for our FY2019-2020 Property Plan included with the City of Pryor Creek. Mrs. Hill is expecting an invoice near \$21,000.00 from the City of Pryor for the FY2022-2023 Property Plan in the near future.

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

Mr. Jared Crisp discussed and agreed with Mr. Jimmy Martin's recommendation to reclassify Mr. Forrest Woolman to a Regular Employee and promote him to D Mechanic with Merit effective September 15, 2022.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to reclassify Mr. Forrest Woolman to a Regular Employee and promote him to D Mechanic with Merit (\$22.62 per hour to \$22.80 per hour), effective September 15, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and agreed with Mr. Brent Childer's recommendation to promote Mr. Dayton Brown to 3<sup>rd</sup> Year Apprentice Non-Merit effective September 15, 2022.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to promote Mr. Dayton Brown to 3<sup>rd</sup> Year Apprentice Non-Merit (\$29.74 per hour to \$31.78 per hour), effective September 15, 2022. 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 Mr. Roberts and seconded by Ms. Mitchell to adjourn at 6:47 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains, and Harris Nay – none

  
Chairman

  
Secretary



October 3, 2022

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
357	Payroll	A0922204; Payroll Ending 9-28-2022	\$ 76,553.96
358	Bank of Commerce	FICA \$13,546.12; Med \$3,168.08; Federal \$10,123.47	\$ 26,837.67
359	Oklahoma Tax Commission	A0922204; Payroll Ending 9-28-2022	\$ 3,956.00
360	Oklahoma Centralized Support Registry	A0922204; Payroll Ending 9-28-2022	\$ 1,264.95
361	Kansas Payment Center/SG10DM000494	A0922204; Payroll Ending 9-28-2022	\$ 83.54
362	CNCSPC (Cherokee Nation OCSS)	A0922204; Payroll Ending 9-28-2022	\$ 353.67
363	Principal Financial Group	457 Retirement Saving Deductions; September 2022	\$ 23,081.61
364	Principal Financial Group	457 Loan Repayments; September 2022	\$ 2,562.02
365	Principal Financial Group	MMP Retirement Contributions; September 2022	\$ 37,980.37
366	Oklahoma State Tax Commission	September 2022 Actual/October 2022 Estimated Sales Tax	\$ 61,996.70
367	Amazon Capital Services	20229452; Material and Supplies	\$ 66.18
368	Accurate Environmental, LLC	A0922197; September Water Samples	\$ 300.00
369	Anchored Power Generation, LLC	20229460; Semi-Annual Liftstation Generator Inspections	\$ 1,945.00
370	Shane Best Trucking, Inc.	20229449; Material and Supply, Xcaliber Project	\$ 302.39
371	BlueCross/BlueShield of Oklahoma	Group Medical Coverage for October 2022	\$ 44,891.82
372	Big Electric	20229456; A-Base Electric Service Upgrade	\$ 2,127.00
373	CBI Wholesale Electric	20229455; Small Tool, Klein Canvas Bucket	\$ 78.32
374	Cramer Marketing	A0922203; 4-part Laser W2 Forms with W2 Envelopes	\$ 118.97
375	Delta Dental of Oklahoma	Group Dental Coverage October 2022	\$ 3,325.36
376	Enviro-Tec America, Inc.	20229446; SIR Reports, Cycle 10	\$ 45.00
377	Fairfield Marriott Edmond	20229414; Travel for Lineman Rodeo, Crisp & Willis	\$ 208.00
378	P & K Equipment	20229447; Equipment Maintenance, Gator and Mower	\$ 119.61
379	Green Country Testing	20229461; Testing	\$ 440.00
380	Jerry's Excavation Inc.	A0122002; CCP, Sanitary Sewer Extension Pmts. #3 & #4	\$ 327,903.42
381	HACH Co.	20228410; Small Tool, Pocket Chlorimeter	\$ 589.12
382	Border States Industries Inc.	20229419; Electric Material	\$ 561.80
383	Infrastructure Solutions Group, LLC	A1021249; CCP, Sanitary Sewer Extension Study, Pmt. #1	\$ 31,104.00
384	Muskogee Sand	20229454; Sand for Xcaliber Project	\$ 221.29
385	Oklahoma Turnpike Authority	A0922199; Turnpike Fees, Event Trailer to Lineman Rodeo	\$ 12.25
386	Oklahoma Parts Supply LLC	20229464; Vehicle Maintenance and Supplies	\$ 273.76
387	Rainmaker Sales, Inc.	20228334; Gas Material	\$ 31,408.80
388	Rainmaker Sales, Inc.	20228379; Bid Quote #941, Gas Material	\$ 2,816.33
389	Stuart C. Irby Co., Inc.	20227272; Electric Material	\$ 2,226.00
390	Sundance Office	20229448; Warehouse Supplies	\$ 643.68
391	Sundance Office	A0922189; Office Supplies and Anti-bacterial Cleaner	\$ 602.06
392	The Paper	A0922207; Legal Publication, Discharge Permit	\$ 19.65
393	Triple Crown Products	20229420; MUB Logo Newera Stretch Mesh Caps	\$ 2,230.80
394	Core & Main	20228407; Material and Supplies, District Apartments	\$ 4,478.51
395	Capital One Walmart	20229465; Keyboard and Mouse, WWTP	\$ 18.48
396	White Star Machinery	20229450; Equipment Maintenance, Skid Steer	\$ 3,969.17
397	Beasley & Company	A0922198; 2nd Qtr. Retirement Plan TPA Service	\$ 1,426.00
398	Mutual of Omaha Payment Process Center	Group AD&D Coverage for October 2022	\$ 1,029.15
399	City of Pryor Creek	A0722160; Cleaning Services for Payroll Ending 9-16-2022	\$ 727.48
400	Fiber Interactive Technologies	A0922205; Voice, Fax, Internet Services for September 2022	\$ 705.78
401	Ancillary Bill Dept. Dearborn Life Ins. Co.	Group LTD Coverage for October 2022	\$ 1,469.59
402	Municipal Utility Board	Utility Services for September 2022	\$ 22,476.88
403	Municipal Utility Board	Petty Cash	\$ 431.46
404	State of Oklahoma/Finance-LIHEAP	A0922202; OKDHS-LIHEAP Refunds	\$ 1,523.14
405	Pryor Printing Inc.	A0922200; Share the Comfort Booklets	\$ 188.00
406	Technical Programming Services Inc.	A0922196; Cycle 1 & Late Message Print/Mailing, Sept. 2022	\$ 1,191.22
407	VSP Insurance Co., (CT)	Payroll Deduction for October 2022	\$ 825.96
408	Gilmore, William	A0922206; C Wastewater Training and Mileage to Grove, OK	\$ 165.00
TOTAL			<u>\$ 729,876.92</u>

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

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	45	76,553.96
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	45	76,553.96

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 7.15.2022 TO 9.28.2022**

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: Hannah Moore for Jared Crisp  
GENERAL MANAGER

APPROVED: Garry Harris by JHly  
CHAIRMAN

PO# A0922-204

CLAIM# 0357