



April 17, 2023

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, April 17, 2023, 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, Dr. Art Sixkiller, Mr. Mark Roberts, and Ms. Lorri Mitchell.

Mr. Jared Crisp reported a total increase of \$53.00 to Bid #944 (Electric Material) because Stuart C Irby Company increased their price \$18.00 to Line 6 and increased their price \$35.00 to Line 43 which changed the total to \$150,397.85 for Bid #944 (Electric Material).

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to increase Line 6 in the amount of \$18.00 and increase Line 43 in the amount of \$35.00 for a total increase of \$53.00, which changed the total to \$150,397.85 for Bid #944 (Electric Material) and approve the Minutes of the Regular Meeting held April 3, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Sixkiller, and Rains. Mr. Harris abstained and was counted as no vote.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve Claims #1129 - #1235 totaling \$1,321,615.50 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

The Board recognized the Honorable Mayor Lees who reported this would be his last meeting to attend as the City of Pryor Creek Liaison and expressed his pleasure and gratitude working with Mr. Jared Crisp and the Board during his term. The Mayor also was hopeful for the successful completion of several ongoing projects he and Mr. Crisp promoted together for the growth and betterment of the community.

Mr. Jared Crisp echoed the pleasure of working with Mayor Larry Lees and expressed best wishes in his new endeavors as did Chairman Harris on behalf of The Board.

The Board recognized Mr. Jared Crisp who reported Mr. Steve Powell was attending a meeting in Wagoner, Oklahoma. Therefore, Mr. Crisp presented and discussed a video of the newly installed Weir Work in the Chlorine Basin at the Wastewater Treatment Plant.

Mr. Jared Crisp also presented and discussed a video of a water meter found during meter reading and a picture he shared with the County Commissioners of the supposedly repaired fire hydrant located in the middle of a new overlay drive at the Mayes County Fairgrounds.

Mr. Crisp reported four (4) Proposals were received from the Request for Statement of Qualifications (RFSQ) for an Automated Metering Infrastructure (AMI) solution. Beginning April 3 – 6, 2023, one (1) vendor was scheduled a one-hundred twenty (120) minute presentation each day to the AMI Committee of nine (9) members, which included Board Chairman Garry Harris and Board Secretary Dr. Ken Rains. Each AMI Committee member was provided a point system and asked to grade each vendor individually.

Mr. Jared Crisp compiled the scores and scheduled a meeting with the AMI Committee members in the MUB Board Room at 9:00 a.m. on Tuesday, April 18, 2023 to review the Evaluation Criteria and Scoring.

Mr. Jared Crisp also reported he is a member of the Grand River Dam Authority (GRDA) AMI Committee who is reviewing nine (9) AMI (Automated Metering Infrastructure) proposals; four of which provided RFSQ's to MUB. Mr. Crisp believed he would be well cultured in AMI and should be ready to discuss pricing and service negotiations during the May 15, 2023 regular meeting.

Mr. Crisp also expressed a desire to schedule Public Forum Meetings and to work with Mr. Terry Aylward on newspaper articles to inform and educate the public about an Automated Metering Infrastructure (AMI) solution.

Mr. Jared Crisp reported he would be attending the MESO Public Power Conference at the Renaissance Tulsa Hotel & Convention Center on April 23-25, 2023 with Mr. Travis Willis, Mr. Brent Childers, Mr. Dayton Brown, Ms. Hannah Moore, and Mrs. Janice Early.

The Board recognized Mr. Travis Willis who reported the AMI reviews have been at the forefront of discussion at the warehouse. Mr. Willis also commended the Water, Gas, and Electric Foreman's for keeping their crews and projects on schedule while participating on the AMI Committee.

Mr. Jared Crisp apologized to Mr. Terry Aylward for misinformation he provided to The Paper regarding the required customer gas survey. The survey is a requirement of the Gas Awareness Program and will be included in the May billing due June 1, 2023 instead of the April billing due May 1, 2023.

The Board recognized Mrs. Teri Hill who reported Mrs. Janice Early has announced her retirement date as May 31, 2023. A reception with cake and punch will be held from 3-5 p.m. in the Board Room on May 31, 2023. All Board Members will receive a formal invitation closer to the date.

Mrs. Teri Hill expressed her gratitude to Mr. Jared Crisp for the addition of another full-time utility clerk trainee in the Administration Department. Mr. Crisp added, with scheduled summer vacations,

Mrs. Early retiring the end of May, another Utility Clerk beginning Maternity Leave the first part of May with an extension until December, and the previous summer intern not returning this summer; he felt a full-time employment opportunity would be more attractive to a qualified candidate than a temporary position.

Mr. Jared Crisp reported he would be responding to questions during a Public Hearing scheduled at 5:30 p.m. on April 20, 2023 regarding a FY2023 Community Development Block Grant Water/Wastewater (CDBG) proposed project: City of Pryor Creek Project to include 9th Street Lift Station Improvements.

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

There was no Unfinished Business or New Business to discuss.

Mr. Jared Crisp discussed and agreed with the recommendation of Mr. Travis Whitenack to promote Mr. Cody Cannady to C Mechanic with Merit in the Natural Gas Department effective April 13, 2023.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. Cody Cannady to C Mechanic with Merit (\$23.55 per hour to \$23.92 per hour) in the Natural Gas Department effective April 13, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris Nay – none

Mr. Jared Crisp discussed and agreed with the recommendation of Mrs. Josi Morrison to promote probationary employee Mrs. Emily Hugley from Utility Clerk Trainee to Clerk III Non-Merit in the Administrative Department effective April 13, 2023.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote probationary employee Mrs. Emily Hugley from Utility Clerk Trainee to Clerk III Non-Merit (\$19.00 per hour to \$21.38 per hour) in the Administrative Department effective April 13, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

The Board recognized Mr. Ben Sherrer who had no Attorney's Report.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 6:34 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains, and Harris Nay – none


Chairman


Secretary

May 1, 2023

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
1236	Payroll	A0423096; Payroll Ending April 26, 2023	\$79,716.77
1237	Bank of Commerce	FICA \$14,088.26; Med \$3,294.82; Federal \$9,992.83	\$27,375.91
1238	Oklahoma Tax Commission	A0423096; Payroll Ending April 26, 2023	\$4,096.00
1239	Oklahoma Centralized Support Registry	A0423096; Payroll Ending April 26, 2023	\$1,216.63
1240	Kansas Payment Center/SG10DM000494	A0423096; Payroll Ending April 26, 2023	\$83.54
1241	CNCSPC (Cherokee Nation OCSS)	A0423096; Payroll Ending April 26, 2023	\$353.67
1242	Oklahoma State Tax Commission	April 2023 Actual/May 2023 Estimated Sales Tax	\$52,876.49
1243	Principal Financial Group Direct Deposit	457 Savings Retirement Contribution, April 2023	\$14,876.77
1244	Principal Financial Group Direct Deposit	457 Loan Repayment, April 2023	\$2,815.78
1245	Principal Financial Group Direct Deposit	MMP Employer Contribution, April 2023	\$27,833.56
1246	AgriLand FS, Inc.	20234198; Fuel	\$3,547.84
1247	AgriLand FS, Inc.	20234206; Fuel	\$3,337.25
1248	Amazon Capital Services	20234180; Silicone Tubing for WWTP	\$100.99
1249	Amazon Capital Services	20234184; Adjustable Standing Desk/White Folding Table	\$401.99
1250	Amazon Capital Services	20234190; Reflective Gate Sign WWTP	\$36.99
1251	Accurate Environmental, LLC	A0423081; Water Samples for April 2023	\$300.00
1252	BlueCross/BlueShield of Oklahoma	Group Medical Coverage for May 2023	\$46,598.72
1253	SPC Office Products	20234213; Shipping Fees	\$142.73
1254	Delta Dental of Oklahoma	Group Dental Coverage May 2023	\$3,915.96
1255	Emerald Transformer PPM LLC KS	20234208; Material, Electric Department	\$2,003.00
1256	Enviro-Tec America Inc.	20234215; SIR Testing, Cycle 5	\$715.00
1257	Fastenal	20234194; Equipment Maintenance, Basin Shackles	\$146.66
1258	P & K Equipment	20234200; Tree Trimming and WWTP Supplies	\$52.50
1259	Green Country Testing, Inc.	20234196; Testing	\$790.00
1260	Hamill Metals	20234204; Material, Xcaliber Projects	\$2,050.78
1261	ISCO Industries	20234170; Material, Wastewater Collection Department	\$111.90
1262	Airgas USA, LLC	20234203; Nitrogen	\$53.19
1263	Marmic Fire & Safety Co., Inc.	20234199; Extinguisher Maintenance and Replacements	1410.31
1264	Infrastructure Solutions Group, LLC	A0320062; CCP, Sanitary Sewer Extension, Final Payment	\$4,534.25
1265	MESO/OMUSA	A0223037; Annual 2023 Public Power Conference	\$2,930.00
1266	Mike's Tire and Car Care	20234202; Equipment and Vehicle Maintenance	\$928.58
1267	Northwest Transformer Co.	20234165; Material and Supplies	\$5,778.00
1268	Oklahoma Natural Gas Company	Transportation Fees for March 2023	\$6,044.41
1269	Poly-Pro Inc.	20234195; Material and Labor for Xcaliber Project	\$2,820.00
1270	Pryor Stone Inc.	20234191; Rock	\$2,802.31
1271	Retrofit Automation	20234197; Equipment Maintenance, B&H Lift Station	\$220.00
1272	S & D Electric Motors, Inc.	20234212; Equipment Maintenance, 9th Street Lagoon Pump	\$7,500.00
1273	Sadler Paper Company	A0423095; Cleaning Supplies	\$123.11
1274	Springdale Tractor Co.	20234216; Tree-Trimming	\$69.66
1275	Tulsa Emergency Medical Center Inc.	A0423097; Testing and Pre-employment Exam, B. Sills	\$252.00
1276	Core & Main	2023290; Material, Water Department	\$943.80
1277	Capital One Walmart	20234214; Warehouse Supplies	\$257.28
1278	White Star Machinery	20234193; Equipment Maintenance, Skid Steer	\$1,007.36
1279	Ben Sherrer Law Office, P.C.	A0423101; Attorney Fees for April 2023	\$380.00
1280	Mutual of Omaha Payment Process Center	Group AD&D Coverage for May 2023	\$1,122.61
1281	Fiber Interactive Technologies	Voice, Fax, Internet Services for April 2023	\$705.78
1282	Bank of Commerce	A0423100; PCAx Winter Storm Uri Payment #7	\$11,518.08
1283	Dearborn Life Insurance Co. Ancillary Billing	Group LTD Coverage for May 2023	\$1,515.64
1284	Municipal Utility Board	Utility Services for April 2023	\$23,589.20
1285	Municipal Utility Board	Petty Cash	\$160.92
1286	VSP Insurance Co., (CT)	Payroll Deduction for May 2023	\$909.68
1287	Retirement LLC	A0423098; TPA Services for 1st Qtr. CY2023	\$700.00
TOTAL			<u>\$353,773.60</u>

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	48	79,716.77
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	48	79,716.77

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 4-13-23 TO 4-26-23

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: Darryl Harris by Jmb
CHAIRMAN

1236