



March 18, 2024

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, March 18, 2024, with Chairman Harris presiding. The agenda was posted outside in the Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Mr. Garry Harris, Dr. Ken Rains, Ms. Lorri Mitchell, and Mr. Mark Roberts. Absent: Dr. Art Sixkiller.

Guest attending was Mrs. Jennifer Adams.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held March 4, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris Nay – none

The Board recognized Mr. Crisp who presented the claims for approval.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve Claims #0990 - #1057 totaling \$941,189.99 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, and Harris Nay – none

The Board recognized there were no persons having business with the Board and requested Mr. Crisp to move to the Engineer's Report.

Mr. Crisp updated the Board on the WWTP 9th Street Lift Station pump repair. He discussed his findings and the reason MUB has already began the process to purchase a HOMA AKX846-380/52G/C with a 52 hp rated motor running at 1,200 rpm in the amount of \$46,700.00 that would be available in seven to eight weeks.

Mr. Crisp moved to the General Manager's Report. He discussed the selection of a Budget Committee for Fiscal Year ending June 30, 2025.

A motion was made by Mr. Roberts and seconded by Mr. Harris to approve Ms. Lorrie Mitchell, Dr. Ken Rains, and Dr. Sixkiller as alternate on the Budget Committee for Fiscal Year ending June 30, 2025. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris Nay – none

Mr. Crisp updated the Board regarding cash collections through the payment kiosk also known as JACK that is a bilingual, self-service, 24/7 payment solution that was implemented in 2021. He stated that the kiosk has taken 31.2% of the payments received during the period of March 2023 to March 2024 which totals \$4.5±mil. He was pleased with the positive return on investment.

Mr. Crisp updated the Board regarding the annexation forecast for The District and gave a visual presentation of the proposed expansion and growth as well as discussed the Memorandum of Understanding between

the City of Pryor Creek, Municipal Utility Board, and the Oklahoma Ordnance Works Authority regarding the extension of utilities.

The Board recognized Mr. Travis Wills. He reported the Employee Access Door was installed for entry through the vehicle bays on the Westside of the warehouse. The new entrance would improve the longevity of the automatic entrance gate.

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

Mr. Crisp announced to the Board Ms. Hannah Moore had given her resignation March 4, 2024, this would be her last official board meeting and her last day of employment would be March 22, 2024. He along with the Board thanked Ms. Moore for her time with the Municipal Utility Board and wished her well.

The Department Foreman's Report was presented with no comments.

Mr. Crisp discussed and agreed with Mr. Travis Whitenack's recommendation to promote Mr. Chisholm Rice to C Mechanic with Merit in the Natural Gas Department effective March 14, 2024.

A motion was made by Dr. Rains and seconded by Mr. Roberts to promote Mr. Chisholm Rice to C Mechanic with Merit (\$24.30 to \$25.42) in the Natural Gas Department effective March 14, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris Nay – none

Mr. Crisp discussed and agreed with Mr. Travis Whitenack's recommendation to promote Mr. Kacey Conseen to C Mechanic Non-Merit in the Natural Gas Department effective March 14, 2024.

A motion was made by Dr. Rains and seconded by Mr. Roberts to promote Mr. Kacey Conseen to C Mechanic Non-Merit (\$24.12 to \$25.05) in the Natural Gas Department effective March 14, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, and Harris Nay – none

There was no Unfinished Business or New Business to discuss.

~ Terry Aylward of The Paper entered at 6:28 pm ~

The Board recognized Mr. Ben Sherrer who reported on a Memo dated March 15, 2024 he prepared that was in response to a question raised by the Pryor Creek City Council of the extension of utilities to The District.

A motion was made by Mr. Roberts and seconded by Dr. Rains to adjourn at 6:31 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Harris, Roberts, and Mitchell Nay – none


Chairman


Secretary

April 1, 2024

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

| CL# | NAME | PO#/DESCRIPTION | AMOUNT |
|-------|---------------------------------------|--|----------------------|
| 1058 | Payroll | A0324061; Payroll Ending March 27, 2024 | \$ 87,556.57 |
| 1059 | Bank of Commerce | FICA \$15,247.94; Med \$3,566.16; Federal \$10,279.33 | \$ 29,093.43 |
| 1060 | Oklahoma Tax Commission | A0324061; Payroll Ending March 27, 2024 | \$ 4,577.00 |
| 1061 | Oklahoma Centralized Support Registry | A0324061; Payroll Ending March 27, 2024 | \$ 1,101.71 |
| 1062 | Kansas Payment Center/SG10DM000494 | A0324061; Payroll Ending March 27, 2024 | \$ 83.54 |
| 1063 | CNCSPC (Cherokee Nation OCSS) | A0324061; Payroll Ending March 27, 2024 | \$ 353.67 |
| 1064 | Principal Financial Group | 457 Retirement Savings For March 2024 | \$ 41,937.51 |
| 1065 | Principal Financial Group | MMP Retirement Contributions For March 2024 | \$ 23,785.36 |
| 1066 | Principal Financial Group | 457 Loan Repayments For March 2024 | \$ 5,130.51 |
| 1067 | Agriland FS, Inc. | 20243144; Fuel | \$ 1,629.00 |
| 1068 | Amazon Capital Services | 20243136; Small Tools | \$ 122.04 |
| 1069 | Altec Industries, Inc. | 20243148; Trk # 16 Maintenance | \$ 562.56 |
| 1070 | Arkansas Electric Coop., Inc. | 2024268; Bid # 950 Electric Material | \$ 2,582.10 |
| 1071 | Blackwell Lock & Key | 20243140; Warehouse Maintenance | \$ 85.00 |
| 1072 | Bluecross Blueshield Of Oklahoma | Group Medical Coverage For April 2024 | \$ 45,055.19 |
| 1073 | C&M Supply Inc. | 20243141; Latex Gloves | \$ 49.89 |
| 1074 | Couch Construction, LLC. | 20243146; Warehouse Maintenance | \$ 2,700.00 |
| 1075 | CBI Wholesale Electric | 20243145; Maintenance at 9th Lift Station; Small Tools | \$ 2,297.27 |
| 1076 | Cove Environmental, LLC. | 20243135; Quarterly BioMonitoring | \$ 1,600.00 |
| 1077 | Delta Dental Of Oklahoma | Group Dental Coverage For April 2024 | \$ 4,046.18 |
| 1078 | Green Country Testing, Inc. | 20243153; Waste Water Testing | \$ 495.00 |
| 1079 | Airgas USA, LLC | 20243150; Nitrogen for Substations | \$ 55.18 |
| 1080 | Border States Industries, Inc. | 20238401; Bid # 948 Electric Material | \$ 2,270.00 |
| 1081 | Border States Industries, Inc. | 2024269; Bid # 950 Electric Material | \$ 6,631.00 |
| 1082 | Lakeland Office Systems | A0324060; Office Copies | \$ 385.04 |
| 1083 | Koons Gas Measurement | 20243130; Gas Material | \$ 10,175.11 |
| 1084 | Mayes County Treasurer | A0324059; FY 2023-2024 Pictometry Fee | \$ 5,000.00 |
| 1085 | Oklahoma Natural Gas Company | Transportation Fees for February 2024 | \$ 17,934.74 |
| 1086 | Pryor Stone Inc. | 20243152; Rock | \$ 504.14 |
| 1087 | R&L Tires LLC. | 20243155; Trk # 11 Maintenance | \$ 115.50 |
| 1088 | Ranchers Pipe & Steel Corp. | 20243142; Fence for Warehouse Addition | \$ 6,221.65 |
| 1089 | Sherwin-Williams Co. | 20243147; Gas Meter Paint | \$ 100.91 |
| 1090 | Stuart C. Irby | 2024130; Quote # 951 Gas Material | \$ 340.00 |
| 1091 | Springdale Tractor Co. | 20243134; Kubota Zero-Turn Mower | \$ 7,993.72 |
| 1092 | Springdale Tractor Co. | 20243139; Echo Weed Eater and Leaf Blower | \$ 609.98 |
| 1093 | Warren Cat | 20243106; Backhoe Front Tire | \$ 307.98 |
| 1094 | Core & Main | 2024150; Water Material | \$ 213.32 |
| 1095 | Core & Main | 2024285; Water Material | \$ 1,410.00 |
| 1096 | Core & Main | 20243103; Water Material-Whataburger Project | \$ 3,925.00 |
| 1097 | Core & Main | 20242102; Water & Sewer Material-Ivy Ridge Project | \$ 21,664.59 |
| 1098 | Capital One Wal Mart | 20243154; Computer Maintenance and Warehouse Supplies | \$ 334.28 |
| 1099 | 2J's Electric Inc. | 20243118; Wiring Upgrade to Fuel Tanks at Warehouse/WWTP | \$ 6,600.00 |
| 1100 | Absolute Technologies | A0324057; Computer Replacement/Laser Printer | \$ 188.99 |
| 1101 | Mutual Of Omaha | Group AD&D Coverage For April 2024 | \$ 1,148.20 |
| 1102 | Fiber Interactive Technologies | Voice, Fax, & Internet Service For March 2024 | \$ 705.78 |
| 1103 | Dearborn Life Insurance Company | Group LTD Coverage For April 2024 | \$ 1,544.49 |
| 1104 | Municipal Utility Board | Utilities For March 2024 | \$ 19,884.51 |
| 1105 | VSP Insurance Co. (CT) | Payroll Deduction For April 2024 | \$ 847.75 |
| TOTAL | | | <u>\$ 371,955.39</u> |

*** REGISTER TOTALS ***

| | | |
|--------------------------------|----|-----------|
| REGULAR CHECKS: | | |
| DIRECT DEPOSIT REGULAR CHECKS: | 45 | 87,556.57 |
| MANUAL CHECKS: | | |
| PRINTED MANUAL CHECKS: | | |
| DIRECT DEPOSIT MANUAL CHECKS: | | |
| VOIDED CHECKS: | | |
| NON CHECKS: | | |
| ----- | | |
| TOTAL CHECKS: | 45 | 87,556.57 |

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 3-14-24 TO 3-27-24

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: Jose Morrison
GENERAL MANAGER

APPROVED: Garry Hobbs
CHAIRMAN

Claim #: 1058

PO# : A0324-061