January 6, 2020

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, January 6, 2020, 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, Ms. Lorri Mitchell, Mr. Mark Roberts and Dr. Ken Rains. Dr. Art Sixkiller was absent.

Guest attending were: Mr. Terry Aylward and Mr. Ryan Stout.

Mr. Jared Crisp reported an increase of $139.00 to Line Item #33 of Bid #922 (Electric Material) which changes the total to $56,333.02.

A motion was made by Mr. Roberts and seconded Dr. Rains to approve the $139.00 increase to Line Item #33 of Bid #922 (Electric Material) which changes the total to $56,333.02 and approve the minutes of the Regular Meeting held December 16, 2019. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Rains, Mitchell, and Harris.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to approve Claims #694 - #759 totaling $731,573.72 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris Nay – none

The Board recognized Mr. Terry Aylward and Mr. Ryan Stout who had no comments.

The Board recognized Mr. Steve Powell who reported the Mayes County Commissioners approved the Application for Utility Permit for the gas line extension for The District.

The Board recognized Mr. Jared Crisp who recommended the Board accept the Annual Audit for Fiscal Year ending June 30, 2019 as presented by Ms. Violet F. Kirkendall of Hood & Associates CPAs, PC during the December 16, 2019 Regular Board Meeting.

A motion was made by Dr. Rains and seconded by Mr. Roberts to accept the Annual Audit for Fiscal Year ending June 30, 2019 as presented by Ms. Violet F. Kirkendall of Hood & Associates CPAs, PC during the December 16, 2019 Regular Board Meeting. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Crisp discussed the Oklahoma Gas Association Legislative Forum in Edmond, Oklahoma on February 6, 2020 and recommended the Board allow him and Mr. Roger Eichelberger to attend at a total cost not to exceed $450.00.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to allow Mr. Jared Crisp and Mr. Roger Eichelberger to attend the Oklahoma

Gas Association Legislative Forum in Edmond, Oklahoma on February 6, 2020 at a total cost not to exceed $450.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Roberts, and Harris Nay – none

Mr. Crisp discussed the West Highway 20 Waterline Project and the Highway 20 Boring for the Water Line. Four (4) contractors reviewed the Plans for the Highway 20 Water Line Boring. Mr. Steve Powell estimated the Boring at $24,000 and received two (2) competitive bids for this work; $23,400.00 from H & H Boring Co. LLC of Inola, Oklahoma and $26,000.00 from Jaybelle Construction LLC of Rose, Oklahoma. Both Contractors are qualified and capable of completing this project. Mr. Crisp agreed with the engineer's recommendation to accept the low bid of $23,400.00 for the Highway 20 Boring for the Water Line from H & H Boring Co. LLC of Inola, Oklahoma.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to enter an agreement with H & H Road Boring Company, LLC for the Highway 20 Boring for the Water Line Project at a cost not to exceed $23,400.00. MOTION CARRIED. Votes cast as follows: Aye – Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Crisp discussed the 9th Street Pump Station Improvements, the installation of the Muffin Monster by BEYTCO, Inc. in 2018, and the need to replace the guiderail at the 9th Street Lift Station. Mr. Crisp agreed with the engineer's recommendation to enter into an agreement with Beytco, Inc. for the Pryor 9th Street Lift Station Guiderail Replacement at a cost not to exceed $17,220.00.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to enter into an agreement with BEYTCO, Inc. for the Pryor 9th Street Lift Station Guiderail Replacement at a cost not to exceed $17,220.00. MOTION CARRIED. Votes cast as follows: Roberts, Mitchell, Rains, and Harris Nay – none

Mr. Crisp discussed and recommended the Board enter into an agreement with S & D Electric Motors Inc. for the control repairs at the Pryor 9th Street Lift Station at a cost not to exceed $2,143.37.

A motion was made by Dr. Rains and seconded by Mr. Roberts to enter into an agreement with S & D Electric Motors Inc. for the control repairs at the Pryor 9th Street Lift Station at a cost not to exceed $2,143.37. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Crisp reported Mrs. Pat Richard submitted a grant application to the Board of Governors of the Oliver Dewey Mayor Foundation requesting funds for an AED Project on behalf of the Municipal Utility Board and the application was declined. Mr. Crisp is reviewing other funding options for the AED Project instigated by Mrs. Richard.

Mr. Crisp reported he locked in our wholesale natural gas pricing at $2.50 per MMBtu for a twelve (12) month period beginning July 2020 to June 2021 with BlueMark Energy.

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

A written Department Foreman's Report was presented with comments from Mr. Jared Crisp. The office staff, servicemen, and department foreman's will be attending a Virtual Mobile Service Order Module Training in the Board Room on January 7, 2020 while Mr. Crisp is attending an Electric Power Distribution Focus Group Meeting at Northeast Tech Pryor Campus to discuss forming a Line Worker's Program for adults.

Mr. Jared Crisp discussed Mr. Ryan Stout's salaried position of GIS/Network Administrator created in May 2014 and recommended a five (5%) percent merit promotion.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to promote Mr. Ryan Stout to GIS/Network Administrator with Merit ($64,530.32 annual salary to $67,756.84 annual salary) effective January 9, 2020. MOTION CARRIED. Votes cast as follows: Aye – Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Crisp discussed and recommended the replacement of the 2010 Chevrolet 2500 ¾ Ton Extended Cab with 96" Fiberglass Utility Body (Truck #3) with a 2020 Ford F250 Diesel with Steel Utility Body to be purchased through Sourcewell (formerly National Joint Power Alliance) at the National Contract Price of $61,099.00.

A motion was made by Dr. Rains and seconded by Mr. Roberts to replace the 2010 Chevrolet 2500 ¾ Ton Extended Cab with 96" Fiberglass Utility Body (Truck #3) with a 2020 Ford F250 Diesel with Steel Utility Body through Sourcewell (formerly National Joint Power Alliance) at the National Contract Price (Quote Number 592431-3) of $61,099.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, 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 6:36 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris Nay – none

Chairman

Secretary

January 21, 2020

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
760	Payroll	A0120001; Payroll Ending January 8, 2020	69,900.39
761	RCB-Pryor	FICA-$12,134.68; Med-$2,837.98; Federal $8,221.14	23,193.80
762	Oklahoma Tax Commission	SWH; Payroll Ending January 8, 2020	3,388.00
763	Oklahoma Centralized Support Registry	Payroll Ending January 8, 2020	893.03
764	Oklahoma Employment Security Comm.	4th Qtr. 2019 Employers Unemployment Tax	133.01
765	AFLAC	Payroll Deduction for January 2020	2,418.25
766	Accurate Environmental, LLC	A0120020; Water Samples	125.00
767	BlueMark Energy, LLC	Purchased Gas; December 2019	138,043.52
768	Brenntag Southwest, Inc.	202012; Material and Supplies	1,278.23
769	Chouteau Lime Co., Inc.	202016; Weed Killer	350.00
770	CINTAS Corporation 063	2020112; Uniform Rental for December 2019	628.68
771	Wesco Distribution Inc.	201912587; Material and Supplies	734.00
772	Element Materials Technology Broken Arrow, LL(	2020125; Weld Testing, S. Steffey	667.02
773	Fastenal Company	202019; Batteries	70.76
774	P & K Equipment	2020120; Material and Supplies, Truck #16	30.99
775	Green Country Testing, Inc.	2020117; Testing	770.00
776	GCMHP, Green Country OK LLC	A0120002; Sewer Rebate for CY2019	765.20
777	HACH Company	201912595; Material and Supplies	245.58
778	Airgas USA, LLC	2020121; Shop Supplies, Nitrogen and Oxygen	57.14
779	KGM (Koons Gas Measurement)	2020116; SICK Meter for New Bus Barn	2,993.07
780	Love, Beal & Nixon, P.C.	A0819221; Garnishment Payment #10, C. Grass	210.55
781	OMUSA	A0120022; JT&S Quarterly Dues	1,163.75
782	Mike's Tire & Car Care	2020123; Flat Repair, Truck #20	30.00
783	Northwest Transformer Co., Inc.	2020124; Material and Supplies	6,071.00
784	NSI Lab Solutions	202017; Material and Supplies	86.00
785	Newberry Tanks & Equipment, LLC	201911508; Above Ground Tanks at Warehouse	9,378.00
786	Pikepass Government Account Services	A0120017; Turnpike Fees for November/December 2019	55.05
787	O'Reilly Auto Parts Inc.	2020113; Equipment and Vehicle Maintenance	147.43
788	Oklahoma Natural Gas Company	Transportation Fees for December 2019	6,046.05
789	Pryor Automotive Supply	2020114; Equipment Maintenance	166.38
790	Pryor Stone Inc.	2020118; Stockpile Rock	1,115.70
791	Pryor Waste and Recycling, LLC	Solid Waste Disposal Fees for December 2019	89,609.58
792	Professional Pest Control	A0120011; Quarterly Pest Control	100.00
793	Pryor Lumber Co., Inc.	2020119; Material and Supplies	65.19
794	S & D Electric Motor, Inc.	2020126; Equipment Maintenance, 9th Street Pump	8,452.00
795	Sadler Paper Company	A0120024; Paper and Cleaning Supplies	154.77
796	Sundance Office	A0120019; Office Supplies and Monitor Stand for J. Early	109.52
797	Sundance Office	2020111; Office and Cleaning Supplies	289.64
798	Techline Inc.	201911517; Bid #922, Electric Material	11,779.94
799	Traffic Signals Inc.	201912588; Material and Supplies	576.70
800	Tractor Supply Credit Plan	2020115; Material and Small Tools	82.14
801	Vermeer Great Plains	201911545; Equipment Replacement, Vermeer Chipper	47,652.97
802	Core & Main	2020110; Small Tool, Paint Wand	99.80
803	Core & Main	201911544; Material and Supplies	4,675.00
804	White Star Machinery	202011; Equipment Maintenance, 325 Trackhoe Boom Swing	3,249.07
805	Absolute Technologies	A0919232; Computer Replacement (6) Business Office	4,374.00
806	Ben Sherrer Law Office, P.C.	A0120015; Attorney Fees for December 2019	860.00
807	City of Pryor Creek	Occupational Fee for December 2019	2,918.89
808	City of Pryor Creek	A0120013; FY2018-2019 Excess Profit Distribution	198,886.12
809	City of Pryor Creek	A0719172; Payroll Ending December 27, 2019	594.23
810	City of Pryor Creek	Workman's Comp for November 2019	14,510.52
811	City of Pryor Creek	A0819210; Allocation to City, Payment #6	64,600.00
812	Municipal Utility Board	Solid Waste Billing Fees for December 2019	5,837.78
813	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Collections for December 2019	206.30
814	VISA Control Account	A0120016; Equipment Maintenance and Travel/Training	614.71
815	Vital Records Control	A0120023; On-Site Shredding December 2019	100.00
816	Dailey, Brandon and Mary Beth	A0120014; Damage Building Repair	270.00
		TOTAL	$ 731,824.45

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	16,246.21
DIRECT DEPOSIT REGULAR CHECKS:	41	53,654.18
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	55	69,900.39

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 12-26-19 **TO** 1-8-20

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: Larry Harris by jmh
CHAIRMAN

Claim 0760

PO # A0120-001