April 15, 2024

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, April 15, 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. Dr. Art Sixkiller was absent.

Guests attending were the Honorable Mayor Zac Doyle, Mrs. Jennifer Adams and Mr. Terry Aylward.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held April 1, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Roberts, and Harris

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 #1106 - #1194 totaling $1,020,456.61 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, and Harris Nay – none

The Board recognized Mayor Doyle who expressed thanks to Mr. Jared Crisp for his presence on fielding utility questions during the Public Hearing held March 19, 2024 on the PCO Holdings, LLC possible annexation.

Mr. Jared Crisp reported he planned to begin interviews on May 14, 2024 for the selection of a Professional Engineer Consultant.

Mr. Jared Crisp discussed and recommended the purchase of a 2024 T76 T4 Bobcat Compact Track Loader from White Star Machinery, Tulsa, Oklahoma at a price not to exceed $74,500.00.

A motion was made by Mr. Roberts and seconded by Dr. Rains to purchase a 2024 T76 T4 Bobcat Compact Track Loader from White Star Machinery, Tulsa, Oklahoma at a price not to exceed $74,500.00. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the use of GRDA Economic Development & Community Service Grant Proceeds in the amount of $6,000.00 toward the purchase of a Canon ImagePROGRAF TX 4100 Z36 Wide Format 44" with accessories from Lakeland Office Systems Inc., Miami, Oklahoma at a price not to exceed $11,996.24.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve the application of GRDA Economic Development & Community Service Grant Proceeds in the amount of $6,000.00 toward the purchase of a Canon ImagePROGRAF TX 4100 Z36 Wide Format 44" with accessories from Lakeland Office Systems Inc., Miami, Oklahoma at a price not to exceed $11,996.24. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Jared Crisp reported he and four (4) staff members would be attending the 2024 MESO Public Power Conference in Norman, Oklahoma on April 21-23, 2024.

The Board recognized Mr. Travis Willis who reported the warehouse upgrade is 95% complete and he continued to express his gratification with the Warehouse appearance.

The Board recognized Mrs. Teri Hill who requested Mr. Crisp to discuss a visual presentation of the website upgrade by Marketing Alliance which began in September 2023 by Ms. Hannah Moore. Marketing Alliance is down to one programmer; therefore, the Home Page has been completed but the other 10 pages are currently being edited. The management and website posting has been reassigned to Ms. Brittany Sills who will also oversee the completion of the website upgrade.

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

Mr. Jared Crisp reported only one of three solicited suppliers responded to Bid #953; Water/Sewer Department Material which was mostly to restock material and recommended Bid #953 be awarded to Core & Main in the amount of $118,590.20.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to award Bid #953 to Core & Main in the amount of $118,590.20. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Roberts, and Harris Nay – none

Mr. Jared Crisp discussed and agreed with Mr. Travis Whitenack's recommendation to promote Mr. Travis Berka to Crew Chief Merit in the Natural Gas Department effective April 11, 2024.

A motion was made by Dr. Rains and seconded by Mr. Roberts to promote Mr. Travis Berka to Crew Chief Merit ($28.66 per hour to $30.05 per hour) in the Natural Gas Department effective April 11, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and agreed with Mr. Travis Whitenack's recommendation to promote Mr. Cody Cannady to B Mechanic Non-Merit in the Natural Gas Department effective April 11, 2024.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to promote Mr. Cody Cannady to B Mechanic Non-Merit ($25.42 per hour to $25.77 per hour) in the Natural Gas Department effective April 11, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Jared Crisp discussed the previous promotion of Ms. Brittany Sills from Clerk Trainee to Utility Clerk III in November 2023 and her performance review. Mr. Crisp agreed with the Mrs. Josi Morrison's recommendation to reclassify Ms. Brittany Sills to a Regular Employee with no pay rate adjustment in the Administration Department effective May 9, 2024.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to reclassify Ms. Brittany Sills to a Regular Employee with no pay rate adjustment in the Administration Department effective May 9, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Roberts, and Harris Nay – none

There was no Unfinished Business or New Business to discuss.

The Board recognized Mr. Ben Sherrer who reported he attended a recent status conference where the Court requested Mr. Chase McBride to prepare a Publication Notice on the declaratory judgement action in District Court for a judicial determination of the legal relationship between Municipal Utility Board and City of Pryor Creek and related issues. The Publication Notice would be published twice in the local paper and give the citizens 45 days to make inquiries with the Court.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 6:32 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris Nay – none

Danny Harris
Chairman

Secretary

May 6, 2024

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
1195	Payroll	A0424081; Payroll Ending April 24, 2024	$ 79,790.64
1196	Bank of Commerce	FICA $15,151.24; Med $3,543.50; Federal $10,398.91	$ 29,093.65
1197	Oklahoma Tax Commission	A0424081; Payroll Ending April 24, 2024	$ 4,200.00
1198	Oklahoma Centralized Support Registry	A0424081; Payroll Ending April 24, 2024	$ 1,101.71
1199	Kansas Payment Center/SG10DM000494	A0424081; Payroll Ending April 24, 2024	$ 83.54
1200	CNCSPC (Cherokee Nation OCSS)	A0424081; Payroll Ending April 24, 2024	$ 353.67
1201	Principal Financial Group	MMP Retirement Contributions for April 2024	$ 28,652.91
1202	Principal Financial Group	457 Retirement Savings for April 2024	$ 22,746.16
1203	Principal Financial Group	457 Loan Repayments for April 2024	$ 3,263.45
1204	Oklahoma State Tax Commission	April 2024 Actual/May 2024 Estimated Sales Tax Payments	$ 43,877.42
1205	AFLAC	Payroll Deduction for April 2024	$ 2,443.71
1206	Agriland FS, Inc.	20244193; Fuel	$ 2,964.15
1207	Amazon Capital Services	20244179; Warehouse Supplies	$ 75.83
1208	Amazon Capital Services	20244188; Material and Supplies	$ 132.94
1209	Amazon Capital Services	20244194; Warehouse Addition Upgrade	$ 848.42
1210	Arkansas Electric Coop	20243158; Small Tool, Tesco Hot Socket Gap Indicator	$ 565.50
1211	BlueCross BlueShield Of Oklahoma	Group Medical Coverage for May 2024	$ 45,833.05
1212	Chouteau Lime Company	20245210; Material and Supplies	$ 287.05
1213	CINTAS First Aid & Safety	20244205; First Aid Supplies	$ 481.89
1214	CINTAS First Aid & Safety	A0424087; First Aid Supplies for May 2024	$ 190.70
1215	Delta Dental Of Oklahoma	Group Dental Coverage for May 2024	$ 3,840.38
1216	P & K Equipment	20244204; Equipment Maintenance	$ 605.80
1217	Green Country Testing Inc.	20244206; Testing	$ 625.00
1218	Heath Consultants Incorporated	20244190; Odorator Calibration	$ 532.69
1219	Joel's Plumbing & Drain	20244195; Warehouse Addition Upgrade	$ 6,000.00
1220	Border States Industries Inc.	20238401; Bid #948	$ 2,124.00
1221	Marmic Fire & Safety	20244184; Fire Extinguisher Inspection and Recharge	$ 1,222.61
1222	MESO/OMUSA	A0424082; 4th Quarter FY2023-2024 JT&S Dues	$ 1,163.75
1223	Okla. DEQ Administrative Services A/R	20244199; Water Certifications, C. Crofford & M. Lincoln	$ 124.00
1224	OTA Pikepass Government Account Services	A0424075; Turnpike Fees for March 2024	$ 37.49
1225	O' Reilly Automotive, Inc.	20244180; Vehicle and Equipment Maintenance	$ 871.47
1226	Oklahoma Natural Gas Company	Transportation Fees for March 2024	$ 17,085.59
1227	Oklahoma Ordnance Works Authority	Purchased Water for April 2024	$ 76,660.97
1228	Oklahoma Ordnance Works Authority	Purchased Wastewater Treatment for April 2024	$ 1,008.81
1229	PACC-Pryor Area Chamber of Commerce	A0424043; State of the Cherokee Nation Forum Luncheon	$ 80.00
1230	Patchwork Pup, Inc.	20245211; MUB Uniform T-shirts	$ 2,496.00
1231	Poly Pro Inc.	20244198; Equipment Maintenance, Electrofusion Box	$ 426.47
1232	Oklahoma Parts Supply LLC	20244183; Vehicle Maintenance	$ 38.48
1233	Pryor Stone Inc.	20244189; Base Rock and Screenings	$ 1,433.16
1234	Pryor Stone Inc.	20244202; Base Rock and Screenings	$ 2,364.23
1235	Pryor Waste & Recycling, LLC	20244192; Final Dumpster fee for Pole Yard	$ 662.70
1236	R & L Tires LLC	20244207; Vehicle Maintenance	$ 1,231.94
1237	R. W. Vaught Technical Services	A0523103; CCP, Final Payment for Chlorine Contact Basin Control	$ 19,500.00
1238	S & J Plumbing, Inc.	A0524090; Repair Leak at 9 North Adair Street	$ 480.00
1239	Sadler Paper Company	A0424084; Cleaning Supplies	$ 548.08
1240	Shredders Inc.	20245213; Onsite Shredding for April 2024	$ 84.00
1241	Stuart C. Irby Co., Inc.	20243159; Electric Material	$ 758.10
1242	Sundance Office	20244186; Warehouse and Treatment Plant Supplies	$ 712.12
1243	Sundance Office	A0424079; Office Supplies	$ 202.92
1244	Springdale Tractor Co.	20244203; Weedeater and Tree-Trimming Supplies	$ 65.17
1245	Utility Supply Company	20244175; Sewer Material	$ 448.10
1246	Utility Supply Company	20244197; Water and Sewer Material	$ 368.68
1247	UTS-Utility Technology Services Inc.	A1223279; Water AMI Phase I, Payments #6	$ 311,040.00
1248	Core & Main	20244163; Water Material	$ 1,843.84
1249	Core & Main	20244182; Marking Paint	$ 478.44
1250	Core & Main	20244191; WWTP Supplies	$ 160.00
1251	Bobcat Whitestar Machinery	20244187; 2024 Compact Loader with Comfort Package	$ 74,500.00
1252	VISA Business	20244185; Trailer, Training, and APPA Conference Flight Fees	$ 4,060.87
1253	Ben Sherrer Law Office, P.C.	A0424089; Attorney Fees for April 2024	$ 1,300.00
1254	Mutual Of Omaha	Group AD&D Coverage for May 2024	$ 1,083.00
1255	Fiber Interactive Technologies	Voice, Fax, Internet, and 911 Service for April 2024	$ 859.58
1256	Bank of Commerce	A0424085; PCAx Payment #19	$ 11,518.08
1257	Dearborn Life Insurance Company	Group LTD Coverage for May 2024	$ 1,444.17
1258	RCI Insurance Group	A0424077; Annual Honesty Bond/Crime Policy	$ 360.00
1259	RCI Insurance Group	Workers Compensation Fees for March 2024	$ 6,050.00
1260	Municipal Utility Board	Utilities for April 2024	$ 19,969.49
1261	Municipal Utility Board	Petty Cash	$ 432.27
1262	State of Oklahoma/Finance LIHEAP	A0524092; DHS-LIHEAP Refunds for Inactive Accounts	$ 944.66
1263	Oklahoma Corp. Comm. Petroleum Div.	20244181; 2025 Base Fee for UG Tank at 9th Street Lift Station	$ 25.00
1264	Pryor Printing Inc.	A0424074; Office Supplies, Work Order Cards	$ 360.00
1265	TPSI	A0524091; Bill/Late Message Print and Mailing Fees, April 2024	$ 4,023.73
1266	Tyler Technologies, Inc.	A0224044; Mass Meter Swap and Reading Interface, Payment #1	$ 34,125.00
1267	VSP Insurance Co. (CT)	Payroll Deduction for May 2024	$ 805.89
1268	Definiti	A0424078; TPA Fees for 1st Quarter CY2024	$ 185.18
1269	The Gardens at Pryor Creek	A0424080; Utility Service Security Deposit Refund	$ 10,075.00
1270	Grand River Dam Authority	Purchased Electric for April 2024	$ 399,374.93
		TOTAL	$ 1,295,808.23

PAYROLL NO: 1 PRYOR CREEK - M.U.B. PAYROLL DATE: 4/26/2024

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	44	79,790.64
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	44	79,790.64

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 4-11-24 TO 4-24-24

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: Jared Crisp by Jan
GENERAL MANAGER

APPROVED: Garry Warrie by Jan
CHAIRMAN

Claim #: 1195

PO #: A0424-081