June 3, 2024

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, June 3, 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. Art Sixkiller, Mr. Mark Roberts, and Ms. Lorri Mitchell. Dr. Ken Rains was absent.

Guests attending were Mrs. Jennifer Adams and Mr. Terry Aylward.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to approve the minutes of the Regular Meeting held May 20, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, and Harris Nay – none

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

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #1320 - #1366 totaling $453,378.80 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, and Harris Nay – none

The Board recognized Mr. Jared Crisp who reported on the operations at the Wastewater Treatment Plant where the FEB (Flow Equalization Basin) is still at eight (8±) feet.

Mr. Jared Crisp discussed and recommended the change/relocation of the banking financial institution used by the Municipal Utility Board for an Escrow account owned and held by the Municipal Utility Board which is used to process refunds for the Certificate of Deposit for Meters.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to change/relocate the Municipal Utility Board Escrow Account to Bank of Commerce by July 1, 2024. The account will require a single signature authorization from one of the following: Mr. Jared Crisp (General Manager), Mrs. Josi Morrison (Finance Director), Mrs. Emily Hugley (Utility Clerk), or Mrs. Lori Ballew (City Treasurer). The Municipal Utility Board Escrow Account currently located at RCB Bank will be closed by December 31, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board cancel the Regular Meeting scheduled on Monday, July 1, 2024.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to cancel the Regular Meeting scheduled on Monday, July 1, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Sixkiller, and Harris Nay – none

Mr. Jared Crisp discussed and recommended Ms. Lorri Mitchel be re-appointed to a new Five-Year Term ending June 30, 2029.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to re-appoint Ms. Lorri Mitchell to a new Five-Year Term ending June 30, 2029. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, and Harris. Ms. Mitchell abstained which counts as no vote.

Mr. Jared Crisp discussed a visual presentation of the Budget for Fiscal Year ending June 30, 2025 which included a $775,200.00 allocation to the City of Pryor Creek and a three (3%) percent cost of living adjustment effective on payroll beginning July 4, 2024.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve the Budget for Fiscal Year ending June 30, 2025 which included a $775,200.00 allocation to the City of Pryor Creek and a three (3%) percent cost of living adjustment effective on payroll beginning July 4, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp reported he sent Mr. Travis Willis and all of the Electric Department (total of 11 employees) except for one employee on May 28, 2024 to provide Mutual Aid to Claremore, Oklahoma who had extensive damage from an EF3 rated tornado on May 26, 2024.

Mr. Crisp received a report from the Grand River Dam Authority (GRDA) that as of Friday, May 31, 2024 a total of 109-129 personnel were providing mutual aid to restore power to Claremore's customers and Mr. Crisp agreed to allow our electric department staff to continue providing mutual aid to Claremore through Friday, June 7, 2024.

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

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

There was no Unfinished Business 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 Dr. Sixkiller to adjourn at 6:48 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, and Harris Nay – none

Darry Harris
Chairman

Secretary

June 17, 2024

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
1367	Payroll	A0624107; Payroll Ending June 5, 2024	$ 131,599.47
1368	BOC-Pryor	FICA $21,495.52; Medic $5,027.26; Federal $7,943.24	$ 34,466.02
1369	Oklahoma Tax Commission	A0624107; Payroll Ending June 5, 2024	$ 6,728.00
1370	Oklahoma Centralized Support Registry	A0624107; Payroll Ending June 5, 2024	$ 1,101.71
1371	Kansas Payment Center/SG10DM000494	A0624107; Payroll Ending June 5, 2024	$ 83.54
1372	CNCSPC-Cherokee Nation Support	A0624107; Payroll Ending June 5, 2024	$ 353.67
1373	Adcomp Systems, Inc.	A0624116; Document Exchange	$ 32.13
1374	AFLAC Remittance Processing Services	Payroll Deduction for June 2024	$ 2,443.71
1375	Agriland FS, Inc. Oklahoma	20246273; Fuel	$ 5,072.56
1376	Amazon Capital Services	20245248; Safety Glasses	$ 41.50
1377	Accurate Environmental, LLC	A0624108; Water Samples	$ 300.00
1378	AT&T Mobility	Cellular Service for May 2024	$ 1,544.46
1379	BlueMark Energy, LLC	Purchased Gas for May 2024	$ 9,706.70
1380	CINTAS Corporation #063	20246257; Uniform Rental for May 2024	$ 1,228.67
1381	Grand River Dam Authority	Purchased Electric for May 2024	$ 505,800.80
1382	P & K Equipment	20246272; Equipment Maintenance	$ 129.98
1383	Green Country Testing, Inc.	20246270; WWTP Testing	$ 735.00
1384	J Harlen Co., Inc.	20246259; Small Tools	$ 1,313.05
1385	Airgas USA, LLC	20246265; Cylinder Rental	$ 85.51
1386	Locke Supply Co.	20246260; Material and Supplies and Warehouse Maintenance	$ 805.94
1387	Masters Heating Cooling, Inc.	20246261; Ice Machine Maintenance	$ 964.00
1388	Novus Glass	20245243; Vehicle Maintenance	$ 263.20
1389	OKAC, LLC	20246255; C&D Water Training; Samples, Conseen, and Wilkerson	$ 1,500.00
1390	O'Reilly Automotive, Inc.	20246262; Vehicle Maintenance and Tree Trimming	$ 555.66
1391	PACC	A0624113; Chamber Luncheon; G. Harris and J. Crisp	$ 40.00
1392	Pryor Stone Inc.	20246271; Rock	$ 251.72
1393	Pryor Waste and Recycling, LLC	Solid Waste Disposal Fee for May 2024	$ 122,035.34
1394	Pryor Lumber Co., Inc.	20246258; Warehouse Maintenance	$ 4,760.52
1395	D & H United Fueling Solutions	20246256; WWTP Above Ground Fuel Filter and Housing	$ 759.64
1396	R & L Tires, LLC	20246269; Equipment Maintenance	$ 159.19
1397	Retrofit Automation	20246266; Equipment Maintenance	$ 360.00
1398	TLS Group, Inc.	20246274; Annual Traffic Light Inspections	$ 3,105.14
1399	Springdale Tractor Co.	20246268; Spark plugs and air filters; Trk #16	$ 44.34
1400	Tulsa Emergency Medical Center, Inc.	A0624110; Pre-Employment Exam; H. Patton	$ 265.00
1401	Tractor Supply Credit Plan	20246263; Material and Supplies and Vehicle Maintenance	$ 268.62
1402	UTS-Utility Technology Services	202312593; 6" OMNI AMI Water Meter	$ 6,775.00
1403	VISA Business	20246277; Meals for DEQ Water Class; M. Lincoln and C. Crofford	$ 306.24
1404	Ben Sherrer Law Office, P.C.	A0624114; Attorney Fees for May 2024	$ 658.44
1405	City of Pryor Creek	Occupational Fee for Solid Waste Collection; May 2024	$ 3,737.37
1406	City of Pryor Creek	A0823179; C. Black Cleaning Services for June 2024	$ 1,454.96
1407	City of Pryor Creek	A0624117; Asphalt and Concrete Repair	$ 7,209.27
1408	City of Pryor Creek	A0823178; Allocation to City; Payment #11 and #12	$ 129,200.00
1409	Municipal Utility Board	Solid Waste Billing Fees for May 2024	$ 7,474.74
1410	U. S. Postal Service	A0624112; Forever Stamps	$ 2,040.00
1411	TPSI	A0524103; Print/Mailing Bills for May 2024	$ 4,143.16
1412	Share the Comfort	STC Donations Received in May 2024	$ 213.87
1413	Visa Control Account	A0624111; Chair for H. Patton; Office Machines	$ 1,929.32
1414	Department of Environmental Quality	A0624109; Annual DEQ Certification Fees for 2024	$ 2,438.00
1415	Caleb P. Crofford	20246276; Turnpike Fees and Mileage to Water A Class	$ 431.92
1416	Meltons A/C & Appliance Service	A0624119; Service Call, 6 S. Taylor	$ 85.00
		TOTAL	$ 1,007,002.08

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	54	131,599.47
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	54	131,599.47

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 5/23/24 TO 6/5/24

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 [signature]
GENERAL MANAGER

APPROVED: Gary Harris by [signature]
CHAIRMAN

Po#: A0624-107

Claim#: 1367

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR

DATE: FROM __________ **TO** __________

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: ______________________________

GENERAL MANAGER

APPROVED: ______________________________

CHAIRMAN