



July 20, 2020

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, July 20, 2020, with Vice-Chairman Roberts presiding. The agenda was posted in the outside Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Mr. Mark Roberts, Dr. Ken Rains, and Ms. Lorri Mitchell. Dr. Art Sixkiller attended via video conference and Mr. Garry Harris was absent.

A motion was made by Dr. Rains and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held July 6, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, and Roberts Nay – none

A motion was made by Ms. Mitchell and seconded by Dr. Rains to approve Claims #18 - #68 totaling \$301,850.70 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Sixkiller, and Roberts Nay – none

The Board recognized the Honorable Mayor Larry Lees who commended the community of support during last weekend's storm damage, repair, and clean-up. The Mayor also reported City Crews continue to pick up brush placed at curbside but this project had a slow start due to equipment malfunctions.

The Board recognized Mr. Steve Powell who reported on operations and repairs at the Wastewater Treatment Plant. Mr. Powell also discussed the lift station upgrades.

Mr. Powell discussed street projects and concrete utility patches. He also reported the North Sewer Extension is on hold due to an easement issue. City Attorney, K. Ellis Ritchie requested all correspondence on the issue so he could address it on behalf of the City of Pryor Creek.

The Board recognized Mr. Jared Crisp who reported two (2) utility clerks are quarantined at home while waiting on their COVID-19 test results. Both clerks are utilizing the 80 hours paid sick leave required by FFCRA (Families First Coronavirus Response Act).

Mr. Crisp is working with Oklahoma Municipal Assurance Group, Oklahoma Gas Association, and Oklahoma Corporation Commission to update the Municipal Utility Board Drug and Alcohol Policy to meet the FMCSA (Federal Motor Carrier Safety Administration) requirements.

Mr. Crisp reported on the July 11, 2020 storm damage.

The Board recognized Mrs. Teri Hill who reported she received correspondence regarding Stage Stores Inc. Bankruptcy and shared it with Mr. Ben Sherrer for review and further instructions.

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

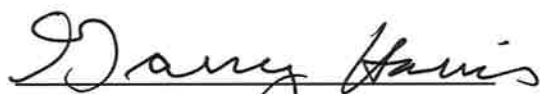
Mr. Crisp discussed and recommended the promotion of Mrs. Hannah Moore to Clerk I Non-Merit, effective July 23, 2020.

A motion was made by Ms. Mitchell and seconded by Dr. Rains to promote Mrs. Hannah Moore to Clerk I Non-Merit (\$20.52 per hour to \$22.17 per hour) effective July 23, 2020. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Sixkiller, and Roberts  
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 Ms. Mitchell and seconded by Dr. Rains to adjourn at 6:35 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Sixkiller, and Roberts  
Nay – none

  
Chairman

  
Secretary

August 3, 2020

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

| CL#   | NAME                                        | PO#/DESCRIPTION                                            | AMOUNT     |
|-------|---------------------------------------------|------------------------------------------------------------|------------|
| 0069  | Payroll                                     | A0720182; Payroll Ending July 22, 2020                     | 80,040.10  |
| 0070  | Bank of Commerce                            | FICA \$14,065.46; Med \$3,289.48; Federal \$9,924.21       | 27,279.15  |
| 0071  | Oklahoma Tax Commission                     | SWH; Payroll Ending July 22, 2020                          | 4,108.00   |
| 0072  | Oklahoma Centralized Support Registry       | A0720182; Payroll Deduction Ending July 22, 2020           | 1,467.77   |
| 0073  | Principal Financial Group                   | 457 Retirement Savings Deduction for July 2020             | 13,592.85  |
| 0074  | Principal Financial Group                   | 457 Loan Repayment for July 2020                           | 1,919.30   |
| 0075  | Principal Financial Group                   | MPP Retirement Contributions for July 2020                 | 25,751.22  |
| 0076  | Oklahoma State Tax Commission               | July 2020 Sales Tax/August 2020 Estimated Sales Tax        | 63,205.08  |
| 0077  | Arkansas Electric Coop, Inc.                | 20207329; Electric Material and Supplies                   | 4,043.40   |
| 0078  | Accurate Environmental, LLC                 | A0720180; Water Samples                                    | 125.00     |
| 0079  | Bluecross/Blueshield of Oklahoma            | Group Medical Coverage for August 2020                     | 45,896.28  |
| 0080  | Brenntag Southwest, Inc.                    | 20207355; WWTP Material and Supplies                       | 1,081.03   |
| 0081  | C & M Supply Inc.                           | 20207347; Safety and First Aid Supplies                    | 356.29     |
| 0082  | CINTAS First Aid & Safety                   | 20207356; First Aid Kit Supplies                           | 231.48     |
| 0083  | CINTAS First Aid & Safety                   | A0720183; First Aid Kit Supplies for July 2020             | 115.56     |
| 0084  | C & R Oil Co., Inc.                         | 20207348; WWTP Diesel                                      | 899.57     |
| 0085  | C & R Oil Co., Inc.                         | 20207362; Fuel at Warehouse                                | 2,113.40   |
| 0086  | Delta Dental of Oklahoma                    | Group Dental Coverage for August 2020                      | 3,189.00   |
| 0087  | Farwest Line Specialties, LLC               | 20207336; Small Tool, Klein Grip                           | 123.04     |
| 0088  | Farwest Line Specialties, LLC               | 20207340; Small Tools                                      | 1,149.93   |
| 0089  | Farwest Line Specialties, LLC               | 20207344; Small Tool, Extended Tel-O-Pole Bucket Stick     | 168.22     |
| 0090  | P & K Equipment                             | 20207345; Tree-Crew Supplies and Material                  | 76.64      |
| 0091  | Lakeland Office Systems                     | A0720187; Warehouse Quarterly Copies (Total 6,761)         | 171.11     |
| 0092  | Locke Supply Co.                            | 20207365; Material, Supplies, and Small Tools              | 300.24     |
| 0093  | Love, Beal & Nixon, P.C.                    | A0720182; Garnishment, C. Grass                            | 212.25     |
| 0094  | Infrastructure Solutions Group, LLC         | A0320062; CCP, Sanitary Sewer Extension, Payment #4        | 11,336.25  |
| 0095  | Infrastructure Solutions Group, LLC         | A0720186; Engineer Fees for July 2020                      | 2,140.00   |
| 0096  | OMUSA/OMA                                   | A0720185; Annual MGSO & OMA Dues & Qtr JT&S Dues           | 7,203.75   |
| 0097  | Mike's Tire & Car Care                      | 20207353; Vehicle Maintenance, Truck #14                   | 712.98     |
| 0098  | Northwest Transformer Co., Inc.             | 20207364; Electric Material and Supplies                   | 1,271.00   |
| 0099  | Northwest Transformer Co., Inc.             | 20207360; Electric Material and Supplies                   | 1,003.00   |
| 0100  | Poly Pro Inc.                               | 20207339; Small Tool, 1LC Butt Fusing Machine              | 2,675.00   |
| 0101  | Moore Farms                                 | 20207349; Topsoil                                          | 300.00     |
| 0102  | Mayes County RWD 4                          | WWTP Water Service for July 2020                           | 24.76      |
| 0103  | Stuart C. Irby Co., Inc.                    | 20207330; Electric Material and Supply                     | 547.10     |
| 0104  | Stuart C. Irby Co., Inc.                    | 20207335; Small Tools, Salisbury Glove & 8 Protector       | 249.59     |
| 0105  | Traffic Signals Inc.                        | 20207357; Electric Material and Supplies                   | 632.40     |
| 0106  | U S Cellular                                | Cellular Service for July 2020                             | 1,181.23   |
| 0107  | Core & Main                                 | 20206290; CCP, Gas Material and Supplies                   | 400.00     |
| 0108  | Core & Main                                 | 20207319; Water Material and Supplies                      | 1,205.00   |
| 0109  | Core & Main                                 | 20207322; Material and Supplies                            | 138.50     |
| 0110  | Wal-Mart Community/SYNCB                    | 20207352; Warehouse and City Hall Maintenance Supplies     | 144.65     |
| 0111  | Ben Sherrer Law Office, P.C.                | A0720188; Attorney Fees for July 2020                      | 700.00     |
| 0112  | Mutual of Omaha Payment Process Center      | Group AD&D Coverage for August 2020                        | 862.22     |
| 0113  | City of Pryor Creek                         | A0720184; Cleaning Services ending July 10 & July 24, 2020 | 1,188.46   |
| 0114  | City of Pryor Creek                         | Group CompSource Coverage for June 2020                    | 9,744.94   |
| 0115  | Fiber Interactive Technologies              | Telephone Services for July 2020                           | 166.83     |
| 0116  | Ancillary Bill Dept. Dearborn Life Ins. Co. | Group LTD Coverage for August 2020                         | 1,216.04   |
| 0117  | Municipal Utility Board                     | Utility Services for July 2020                             | 20,751.16  |
| 0118  | Municipal Utility Board                     | Petty Cash                                                 | 801.97     |
| 0119  | Technical Programming Services Inc.         | A0720181; Bill/Late Message Print and Mailing, July 2020   | 3,325.99   |
| 0120  | VSP Insurance Co., (CT)                     | Payroll Deduction for August 2020                          | 609.00     |
| 0121  | DEQ-Administrative Services                 | A0620160; CCP, Annual DEQ Certification Renewal Fees       | 2,530.00   |
| 0122  | Oklahoma Ordnance Works Authority           | Purchased Water for July 2020                              | 77,866.99  |
| TOTAL |                                             |                                                            | 428,544.72 |

\*\*\* REGISTER TOTALS \*\*\*

|                                |    |           |
|--------------------------------|----|-----------|
| REGULAR CHECKS:                | 12 | 18,182.85 |
| DIRECT DEPOSIT REGULAR CHECKS: | 40 | 61,857.25 |
| MANUAL CHECKS:                 |    |           |
| PRINTED MANUAL CHECKS:         |    |           |
| DIRECT DEPOSIT MANUAL CHECKS:  |    |           |
| VOIDED CHECKS:                 |    |           |
| NON CHECKS:                    |    |           |
| -----                          |    |           |
| TOTAL CHECKS:                  | 52 | 80,040.10 |

\*\*\* NO ERRORS FOUND \*\*\*

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 7-9-2020 TO 7-22-2020**

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 Hill for Jared Crisp  
 GENERAL MANAGER

APPROVED: Garry Harris by Jmb  
 CHAIRMAN

PO # A0720 - 182

Claim

0069