



July 18, 2022

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, July 18, 2022, 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, Dr. Ken Rains, Mr. Mark Roberts, and Dr. Art Sixkiller.

Guests attending were: Mr. Terry Aylward, Mr. Steven Wyneken, Mr. Tom Dougherty, Mr. Bryce Kerns, and Mr. Justin Brooke.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held June 30, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #1 - #64 totaling \$1,625,400.57 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Rains, Roberts and Harris Nay – none

The Board recognized the Honorable Mayor Lees who reported the discussions for development and design of the property on North Rowe Street across from City Hall had begun. Mayor Lees also solicited comments regarding the Castle Theatre Property which Mr. Jared Crisp officially responded, "The Municipal Utility Board has customers for and against the renovations of the Castle Theatre Property therefore MUB has no public opinion or recommendation on the matter."

Mr. Jared Crisp requested the Chairman recognize Mr. Tom Dougherty, Director of Training and Safety for MESO (Municipal Electric Systems of Oklahoma, located in Oklahoma City, Oklahoma) who was in attendance because he wanted to publicly recognize Mr. Bryce Kerns and Mr. Justin Brooke.

The Board recognized Mr. Tom Dougherty, Director of Training and Safety for MESO who discussed the scarcity of Journeyman Lineman and the development program provided by MESO to Oklahoma Municipalities. Mr. Dougherty commended Mr. Bryce Kerns and Mr. Justin Brooke with the presentation of their Electric Journeyman Certificate of Completion. Chairman Harris and the Board applauded their accomplishment and Mr. Travis Willis took a photograph for publication.

The Board recognized Mr. Steve Powell, P.E. of Infrastructure Solutions Group, LLC who updated the Board on the Fitness Center Sewer Project, WWTP Discharge Permit Renewal, and the Salt Branch Interceptor Project.

Mr. Powell reported his office had begun the assessment and review of MUB's existing Pump Stations located throughout the system and would be making upgrade recommendations in the future.

The Board recognized Mr. Jared Crisp who discussed and recommended the Board approve the Standard Form of Agreement between Pryor Municipal Utility Board (owner) and Infrastructure Solutions Group, LLC (Engineer) for Professional Services Work Order Edition, effective April 18, 2022.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to approve the Standard Form of Agreement between Pryor Municipal Utility Board (owner) and Infrastructure Solutions Group, LLC (Engineer) for Professional Services Work Order Edition, effective April 18, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, Sixkiller, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board allow four (4) employees to attend the 2022 Oklahoma Gas Association Annual Conference at the Embassy Suites by Hilton Hotel & Conference Center in Norman, Oklahoma on August 29-31, 2022, at a cost not to exceed \$2,250.00.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to allow Mr. Jared Crisp, Mr. Roger Eichelberger, Mr. Travis Whitenack, and Mr. Travis Berka to attend the 2022 Oklahoma Gas Association Annual Conference at the Embassy Suites by Hilton Hotel & Conference Center in Norman, Oklahoma on August 29-31, 2022, at a cost not to exceed \$2,250.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board allow three (3) employees to attend the 2022 Oklahoma Workers' Compensation Commission Educational Conference at the McKnight Center in Stillwater, Oklahoma on October 13-14, 2022, at a cost not to exceed \$1,600.00.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to allow Mr. Travis Willis, Mrs. Hannah Moore, and Mrs. Jennifer Adams to attend the 2022 Oklahoma Workers' Compensation Commission Educational Conference at the McKnight Center in Stillwater, Oklahoma on October 13-14, 2022, at a cost not to exceed \$1,600.00. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains, and Harris Nay – none

Mr. Ben Sherrer, legal counsel for MUB, recommended the Board Table Agenda Item 5d and 5e.

Chairman Harris called for a vote to Table Agenda Item 5d; Discussion/Possible action to enter into a Gas Transportation Agreement Contract Number: 4737 with the Oklahoma Natural Gas Company effective July 1, 2023.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to Table Agenda Item 5d; Discussion/Possible action to enter into a Gas Transportation Agreement Contract Number: 4737 with the Oklahoma Natural Gas Company effective July 1, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains, and Harris Nay – none

Chairman Harris called for a vote to Table Agenda Item 5e; Discussion/Possible action to enter into a Gas Transportation Agreement Contract Number: 4738 with the Oklahoma Natural Gas Company effective July 1, 2023.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to Table Agenda Item 5e; Discussion/Possible action to enter into a Gas Transportation Agreement Contract Number: 4738 with the Oklahoma Natural Gas Company effective July 1, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Sixkiller, Rains, and Harris Nay – none

Mr. Jared Crisp reported it is “Hot” and due to the heat wave that we have not experienced since 2011 and 2012, he had encouraged the crews to stay hydrated and take multiple breaks throughout the day to minimize heat exhaustion.

Mr. Jared Crisp also reported he had sent an email to the Office Staff encouraging them to be respectful and sympathetic toward our customers as they remind them we are experiencing record high temperatures, share recommendations to lower usage, and make referrals for assistance with payments.

The Board recognized Mr. Travis Willis who reported on his continued struggles with lead times, increased pricing, and shipment delays of inventory orders. Mr. Willis does not see any relief in the near future.

Mr. Travis Willis also reported on the bid responses at Purple Wave Inc. for the following equipment/vehicle surplus:

- I. 2010 Chevrolet 2500 $\frac{3}{4}$ Ton Extended Cab w/ 96” Fiberglass Utility Body, Serial No. 1GC5KVBG2AZ224746 (Unit #23A)
- II. 2011 Bobcat 325 Excavator, Serial No. AAC513931 (Unit #77)
- III. 1992 Ditch Witch Model #3500 Trencher and Trailer, Serial No. 3JO347 (Trencher) and 40016 (Trailer) (Unit #122)
- IV. 2014 Model CC1820 HXL-S Medium Walk Behind Saw Serial No. 148024 (Unit #147)

Dr. Rains inquired about the monitoring of substations. Mr. Willis reported the amperage at the substations due to the heat wave are monitored frequently; they are hot but with no issues at this time.

Mr. Willis also reported all outside crews working in non-residential areas were working 6 a.m. to 3 p.m. with a one-hour lunch break due to the heat wave.

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

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

The Board recognized Mr. Jared Crisp who discussed the need to issue Purchase Orders as a means to reserve a position in the assembly line as Cab & Chassis becomes available (current projection: one in December 2022 and another in March or April 2023).

Mr. Jared Crisp discussed and recommended the Board approve the replacement of a 2013 ¾ Ton F250 Ford 4x4 Crew Cab with 2002 Fiberglass Service Body (Truck #5) with a 2022 Ford F350 Crew Cab 4x4 6.7L Power Stroke Diesel with an Altec Service Body in the amount of \$77,676.00.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the replacement of a 2013 ¾ Ton F250 Ford 4x4 Crew Cab with 2002 Fiberglass Service Body (Truck #5) with a 2022 Ford F350 Crew Cab 4x4 6.7L Power Stroke Diesel with an Altec Service Body in the amount of \$77,676.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board approve the replacement of a 2013 ¾ Ton F250 Ford 4x4 Crew Cab with 2001 96" Standard Service Body (Truck #7) with a 2022 Ford F350 Crew Cab 4x4 6.7L Power Stroke Diesel with an Altec Service Body in the amount of \$77,676.00.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the replacement of a 2013 ¾ Ton F250 Ford 4x4 Crew Cab with 2001 96" Standard Service Body (Truck #7) with a 2022 Ford F350 Crew Cab 4x4 6.7L Power Stroke Diesel with an Altec Service Body in the amount of \$77,676.00. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board approve the promotion of Mrs. Kacee Smalley to Clerk I with Merit effective July 21, 2022.

A motion was made by Ms. Mitchell and seconded by Dr. Rains to approve the promotion of Mrs. Kacee Smalley to Clerk I with Merit (\$24.10 per hour to \$25.93 per hour) effective July 21, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Rains, Roberts, Sixkiller, and Harris Nay – none

There were no new business or unfinished business to discuss.

The Board recognized Mr. Ben Sherrer who had no Attorney's Report.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to adjourn at 6:30 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, Rains, and Harris Nay – none


Chairman


Secretary

August 1, 2022

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
65	Payroll	A0722153; Payroll Ending 7-20-2022	\$ 77,230.49
66	Bank of Commerce	FICA \$13,668.42; Med \$3,196.68; Federal \$10,358.64	\$ 27,223.74
67	Oklahoma Tax Commission	A0722153; Payroll Ending 7-20-2022	\$ 3,936.00
68	Oklahoma Centralized Support Registry	A0722153; Payroll Ending 7-20-2022	\$ 1,264.95
69	Kansas Payment Center/SG10DM000494	A0722153; Payroll Ending 7-20-2022	\$ 83.54
70	Principal Financial Group	457 Retirement Saving Deductions; July 2022	\$ 14,461.44
71	Principal Financial Group	457 Loan Repayments; July 2022	\$ 1,674.74
72	Principal Financial Group	MMP Retirement Contributions; July 2022	\$ 24,024.19
73	Agriland FS, Inc.	20227311; Fuel	\$ 2,597.28
74	Amazon Capital Services	20227286; Safety Glasses and Safety Supplies	\$ 354.07
75	Arkansas Electric Coop., Inc.	20219430; CCP, Bid #934 Electric Material	\$ 1,025.60
76	Arkansas Electric Coop., Inc.	202112586; CCP, Bid #937 Electric Material	\$ 555.00
77	Accurate Environmental, LLC	A0722146; Water Samples	\$ 150.00
78	Accurate Environmental, LLC	A0722159; Quarterly Water Samples and New Line Testing	\$ 990.00
79	Anixter Inc.	202216; CCP, Electric Material	\$ 5,390.00
80	BlueCross/BlueShield of Oklahoma	Group Medical Coverage for August 2022	\$ 44,891.82
81	CBI Wholesale Electric	20227271; Equipment Maintenance, WWTP Pumps	\$ 374.20
82	CBI Wholesale Electric	20227313; Equipment Maintenance, Southridge Lift Station	\$ 27.00
83	CINTAS First Aid & Safety	20227315; First Aid Supplies	\$ 603.21
84	CINTAS First Aid & Safety	A0722154; First Aid Supplies, July 2022	\$ 167.52
85	SPC Office Products dba Office Everything	20227317; Shipping Fees	\$ 38.18
86	Delta Dental of Oklahoma	Group Dental Coverage August 2022	\$ 3,325.36
87	Green Country Testing	20227316; Testing	\$ 390.00
88	Heath Consultants Inc.	20227282; Testing/Calibration of Gas Surveyor	\$ 205.90
89	Jerry's Excavation Inc.	A0122002; CCP. East Salt Branch Sewer Extension, Pmt #2	\$ 96,400.30
90	Lakeland Office Systems	A0722158; Warehouse Quarterly Copies (Total Count 11,191)	\$ 323.62
91	Mike's Tire & Car Care	20227308; Vehicle Maintenance, Truck #25	\$ 66.65
92	Pryor Chevrolet	20227310; Vehicle Maintenance, Truck #2	\$ 814.55
93	Professional Pest Control	A0722157; Quarterly Pest Control	\$ 100.00
94	Sherwin Williams Co.	20227306; Paint	\$ 106.76
95	Signal Service Co.	20227312; Equipment Maintenance, Traffic Lights 17th/Elliott St.	\$ 1,247.08
96	Tulsa Emergency Medical Center Inc.	A0722156; Health and Safety Testing	\$ 62.00
97	Wades Wrecker Service	A0722155; Flat Rate Tow Fee	\$ 300.00
98	Core & Main	20227285; Marking Paint	\$ 793.56
99	Core & Main	20227297; Material and Supplies	\$ 228.00
100	Capital One Walmart	20226269; CCP, Warehouse Supplies and Material	\$ 410.64
101	White Star Machinery	20227307; Equipment Maintenance, Bobcat Excavator	\$ 250.00
102	Mutual of Omaha Payment Process Center	Group AD&D Coverage for August 2022	\$ 1,029.15
103	City of Pryor Creek	A0722160; Cleaning Services for Payroll Ending 7-22-2022	\$ 1,454.96
104	City of Pryor Creek	Worker's Comp for June 2022	\$ 5,026.06
105	Fiber Interactive Technologies	Voice/Fax/Dedicated 100 MEG Internet for July 2022	\$ 666.83
106	Ancillary Bill Dept. Dearborn Life Ins. Co.	Group LTD Coverage for August 2022	\$ 1,393.28
107	Municipal Utility Board	Petty Cash	\$ 667.18
108	Municipal Utility Board	Utility Services for July 2022	\$ 23,085.71
109	Technical Programming Services Inc.	A0722152; Bill/Late Message Print/Mailing for July 2022	\$ 3,676.93
110	VSP Insurance Co., (CT)	Payroll Deduction for August 2022	\$ 825.96
111	Jerry's Automotive	20227325; Vehicle Maintenance, Truck #14	\$ 2,890.00
TOTAL			<u>\$ 352,803.45</u>

PAYROLL NO: 1 PRYOR CREEK - M.U.B.

PAYROLL DATE: 7/22/2022

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	48	77,230.49
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	48	77,230.49

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 7-7-22 TO 7-20-22

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. Hice for Jared Crisp
GENERAL MANAGER

APPROVED: Larry Harris by Josh
CHAIRMAN

PO # A072-153

Claim: 0065