



October 17, 2022

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, October 17, 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, Dr. Ken Rains, Dr. Art Sixkiller, Ms. Lorri Mitchell, and Mr. Mark Roberts.

A motion was made by Dr. Rains and seconded by Mr. Roberts approve the minutes of the Regular Meeting held October 3, 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 #409 - #469 totaling \$1,291,564.69 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 there would be an exciting announcement in four to six weeks regarding the development on North Rowe across from City Hall. He also reported he expected staff occupancy at the Emergency Center and Pryor Public Library in November 2022.

The Board recognized Mr. Steve Powell, P.E. of Infrastructure Solutions Group, LLC who reported the easements for future gas and electric projects on the north and east side of town was nearing completion.

Mr. Steve Powell reported the quotes received for the Chlorine Contact Basin had expired and he was preparing Legal Publication for re-bid of this project.

Mr. Steve Powell reported the "Issuance of Draft Tier II Permit Pollutant Discharge Application No: OK0040479" was currently being reviewed by the Oklahoma DEQ (Department of Environmental Quality) and when he receives the approved application, he will prepare the notice for a Public Hearing Request.

The Board recognized Mr. Jared Crisp who discussed and recommended the Board approve an annual loan agreement with Bank of Commerce to refinance (at 1% APR) the GRDA Winter Storm Uri Extraordinary Cost Assessment balance of \$1,250,000.00, currently carried by GRDA (at 3% APR) for a savings of ±\$140,000.00 over the life of the loan and to authorize the General Manager and Chairman of the Board to execute any and all related documents to accomplish such agreement. The Bank of Commerce President, Mr. Adam Anderson, added the annual renewal rate would be June 30<sup>th</sup> and there would be no prepayment penalty or fees if the

loan was paid off early. Mr. Crisp shared his concern of the possibility of another extraordinary storm and associated cost and his goal to pay off this loan within five to six years.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve an annual loan agreement with Bank of Commerce to refinance (at 1% APR) the GRDA Winter Storm Uri Extraordinary Cost Assessment balance of \$1,250,000.00, currently carried by GRDA (at 3% APR) for a savings of ±\$140,000.00 over the life of the loan and to authorize the General Manager and Chairman of the Board to execute any and all related documents to accomplish such agreement which has no prepayment penalty or fees if the loan was paid off early. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp reported a scrivener's error in Agenda Item 5.b.; non-interest should have been interest.

Mr. Jared Crisp discussed and recommended the Board transfer \$1,250,000.00 from the Capital Improvement Account to a new Money Market (1% APR) interest account (deposit account) at Bank of Commerce in the amount of \$1,250,000.00 for the (2% APR) loan agreement with Bank of Commerce related to refinance of GRDA Winter Storm Uri Extraordinary Cost Assessment for a net APR of 1%.

A motion was made by Dr. Rains and seconded by Dr. Sixkiller to transfer \$1,250,000.00 from the Capital Improvement Account to a new Money Market (1% APR) interest account (deposit account) at Bank of Commerce in the amount of \$1,250,000.00 for the (2% APR) loan agreement with Bank of Commerce related to refinance of GRDA Winter Storm Uri Extraordinary Cost Assessment for a net APR of 1%. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Sixkiller, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed a request from the Mayor and Chief of Police to connect the animal shelter to the recently installed gravity sanitary sewer main near the animal shelter. A reconciliation change order is pending with the city and the contractor which includes \$18,350.00 to connect the existing on-site aerobic tank and run a proposed 4-inch service line to the recently installed 18-inch gravity sanitary sewer main. This would eliminate the need for the sprinkler irrigation system at the animal shelter. Mr. Crisp recommended the Board approve Change Order No. 1 for East Salt Branch Sanitary Sewer Extension Project PMUB-21-01 and the reduction cost of \$19,622.40 to the Claims and Contract Pending List Ending June 30, 2022.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Change Order No. 1 for East Salt Branch Sanitary Sewer Extension Project PMUB-21-01 and the reduction cost of \$19,622.40 to the Claims and Contract Pending List Ending June 30,

2022. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Rains, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board allow three (3) employees to attend the 2022 Municipal Electric Systems of Oklahoma (MESO) Decision Makers Conference at the Reed Conference Center in Midwest City, Oklahoma on November 1-3, 2022, at a cost not to exceed \$1,600.00.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to allow Mr. Jared Crisp, Mr. Travis Willis, and Mrs. Hannah Moore to attend the 2022 Municipal Electric Systems of Oklahoma (MESO) Decision Makers Conference at the Reed Conference Center in Midwest City, Oklahoma on November 1-3, 2022, at a cost not to exceed \$1,600.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the approval of the meeting dates for Calendar Year 2023 as presented.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to approve the meeting dates for Calendar Year 2023 as presented. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none

The Board recognized Mr. Travis Willis who expressed his gratitude to the Board for allowing him to attend the AMI Conference in Washington, D.C. The conference was educational and he heard positive testimonials for current AMI customers.

Mr. Travis Willis discussed a slide presentation of the MUB participants during the 2022 MESO Lineworkers Rodeo. He also presented a photo of the New Event Trailer, purchased by Grand River Dam Authority for the Municipal Utility Board with logo placement by Premier Signs and Design.

Mr. Travis Willis reported a new vendor, Emerald Transformer, mislead or misunderstood the Department Foreman by stating he could refurbish MUB's existing transformers with a short lead time (12 weeks). Unfortunately there lead time is 78 weeks which is longer than our current vendor.

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

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

Mr. Jared Crisp discussed the retirement of Mr. Roger Eichelberger in October 2023 and agreed with Mr. Roger Eichelberger's recommendation to promote Mr. Travis Whitenack to Acting Department Foreman Non-Merit at the pay rate of Crew Chief with Merit, effective November 10, 2022.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to promote Mr. Travis Whitenack to Acting Department Foreman Non-Merit at a pay rate of Crew Chief with Merit (\$27.16 per hour to \$28.55 per hour), effective November 10, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and agreed with Mr. Roger Eichelberger's recommendation to promote Mr. Travis Berka to Acting Crew Chief Non-Merit at a pay rate of A Mechanic with Merit, effective November 10, 2022.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. Travis Berka to Acting Crew Chief Non-Merit at a pay rate of A Mechanic with Merit (\$25.39 per hour to \$26.59 per hour), effective November 10, 2022. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris Nay – none

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 6:37 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, Rains, and Harris Nay – none

  
Chairman

  
Secretary

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
470	Payroll	A1022232; Payroll Ending 10-26-2022	\$ 74,521.13
471	Bank of Commerce	FICA \$13,294.72; Med \$3,109.26; Federal \$9,933.62	\$ 26,337.60
472	Oklahoma Tax Commission	A1022232; Payroll Ending 10-26-2022	\$ 3,859.00
473	Oklahoma Centralized Support Registry	A1022232; Payroll Ending 10-26-2022	\$ 1,241.87
474	Kansas Payment Center/SG10DM000494	A1022232; Payroll Ending 10-26-2022	\$ 83.54
475	CNCSPC (Cherokee Nation OCSS)	A1022232; Payroll Ending 10-26-2022	\$ 353.67
476	Principal Financial Group	457 Retirement Saving Deductions; October 2022	\$ 15,241.88
477	Principal Financial Group	457 Loan Repayments; October 2022	\$ 1,769.06
478	Principal Financial Group	MMP Retirement Contributions; October 2022	\$ 25,509.93
479	Oklahoma State Tax Commission	October 2022 Actual/November 2022 Estimated Sales Tax	\$ 60,484.37
480	Agriland FS, Inc.	202210496; Fuel	\$ 4,738.89
481	Agriland FS, Inc.	202211511; Fuel	\$ 3,432.05
482	Altec Industries, Inc.	20227301; Equipment Replacement, Truck #5	\$ 81,051.00
483	Altec Industries, Inc.	20227302; Equipment Replacement, Truck #7	\$ 81,051.00
484	Arkansas Electric Coop., Inc.	20219430; CCP, Bid #934 Electric Material	\$ 31,199.00
485	Accurate Environmental, LLC	A1022231; Water Samples	\$ 300.00
486	Accurate Environmental, LLC	A1122237; THMs and HAAs Quarterly Testing	\$ 920.00
487	Anchored Power Generation, LLC	202210467; Equipment Maintenance, All Lift Stations	\$ 1,110.50
488	Auto Definitions	202211506; Window Tint for New Trucks #5 and #7	\$ 500.00
489	BlueCross/BlueShield of Oklahoma	Group Medical Coverage for November 2022	\$ 44,891.82
490	Brenntag Southwest	20229462; Sulfur Dioxide	\$ 187.41
491	CBI Wholesale Electric	202210494; Equipment Maintenance, 9th Street Liftstation	\$ 262.35
492	Chouteau Lime Company	202211514; Material and Supplies	\$ 701.19
493	CINTAS	202211512; Uniform Rental for October 2022	\$ 871.66
494	CINTAS First Aid and Safety	202210492; First Aid Supplies	\$ 240.80
495	Delta Dental of Oklahoma	Group Dental Coverage November 2022	\$ 3,325.36
496	Premier Signs & Design, LLC	202210481; Logo Signage for Event Trailer	\$ 1,832.50
497	Premier Signs & Design, LLC	202210504; Logo/Number Signage for Trucks #5 & #7	\$ 428.00
498	Grand River Dam Authority	Purchased Electric for October 2022	\$ 549,072.97
499	Green Country Surveying PLLC	A1022230; Staking Parson Property and Locate Water Line	\$ 925.00
500	Green Country Surveying PLLC	A1122235; Staking Gracemont Addition	\$ 375.00
501	Green Country Testing	202210495; Testing	\$ 615.00
502	H.G. Flake, Co., Inc.	20228376; Bid Quote #941, Gas Material	\$ 9,966.39
503	J Harlen Co., Inc.	20229458; Small Tools, Electric Department	\$ 567.64
504	Jerry's Excavation Inc.	A0122002; CCP, Sanitary Sewer Extension Pmt #5	\$ 72,850.28
505	Airgas USA, LLC	202210505; Material and Supplies	\$ 102.91
506	Airgas USA, LLC	202211509; Material and Supplies	\$ 52.77
507	Lakeland Office Systems	A1022229; Warehouse Quarterly Copies	\$ 208.69
508	Lake Region Electric Cooperative Inc.	A1022233; Final Bill Credit, CN Utility Assistance, J. Wilson	\$ 321.62
509	Locke Supply Co.	202211515; Material, Supplies, and Small Tools	\$ 413.17
510	MESO/OMUSA	20228382; Lineworker's Rodeo and Shirts	\$ 1,385.00
511	MESO/OMUSA	A1022220; Decision Makers Conference, Crisp/Willis/Moore	\$ 597.00
512	Mike's Tire and Car Care	202211508; Vehicle Maintenance, Trucks #7A & #15	\$ 32.00
513	Northwest Transformer Co., Inc.	202210493; Transformer Repair	\$ 6,540.00
514	Oklahoma One Call System Inc.	A1122239; Annual Output and Ticket Fees	\$ 906.80
515	OCT Equipment, LLC	202210499; Equipment Maintenance, 2006 Case Backhoe	\$ 170.59
516	OTA Pikepass Government Account Services	A1022221; Turnpike Fees for September 2022	\$ 76.74
517	O'Reilly Automotive Inc.	202211513; Vehicle Maintenance and Supplies	\$ 332.17
518	Oklahoma Natural Gas Company	Transportation Fees for September 2022	\$ 6,040.11
519	Oklahoma Ordnance Works Authority	Purchased Water for October 2022	\$ 73,916.88
520	Oklahoma Ordnance Works Authority	Purchased Wastewater Treatment for October 2022	\$ 871.41
521	Oklahoma Parts Supply LLC	202211507; Equipment Maintenance and Supplies	\$ 196.28
522	Pryor Stone Inc.	202211510; Stockpile Rock	\$ 832.33
523	Professional Pest Control	A1022224; Quarterly Pest Control	\$ 100.00
524	Pryor Lumber Co.	202211516; Material Supplies and Small Tools	\$ 65.07
525	Sadler Paper Company	A1022225; City Hall Cleaning Supplies	\$ 102.51
526	Sadler Paper Company	A1022234; Mat-a-dor and City Hall Supplies	\$ 127.12
527	Sherill Inc. Lockbox Number 639707	202210480; Tree-Trimming Supplies	\$ 459.99
528	Sundance Office	202210500; Warehouse and Treatment Plant Supplies	\$ 690.49
529	Sundance Office	A1022219; Office Supplies and Calendars	\$ 95.26
530	Springdale Tractor Co.	202210498; Small Tool, Truck #23 Weedeater	\$ 381.53
531	Access	A1022212; On-site Shredding for October 2022	\$ 110.00
532	The Paper	A1122236; Classified Advertisement, Tree-Trimmer Position	\$ 40.00
533	Tulsa Emergency Medical Center Inc. 0010	A1022222; Testing, R. Wilkerson	\$ 105.00
534	Utility Safety and Design, Inc.	A1022226; USDI's 192.GIS Annual Agreement	\$ 6,400.00
536	Utility Supply Co.	20227298; 3-inch Bulk Water Meter	\$ 1,436.00
536	Vermeer Great Plains	202210497; Equipment Maintenance, Chipper	\$ 1,050.97
537	Core & Main	20229435; Splice Kits	\$ 1,200.00
538	Core & Main	202210473; Water Material	\$ 11,110.00
539	Capital One Walmart	202210501; Supplies and Small Tools	\$ 70.86
540	Absolute Technologies	A1022215; Computer Maintenance, KIOSK/South Register	\$ 235.97
541	Ben Sherrer Law Office, P.C.	A1122238; Attorney Fees for October 2022	\$ 1,420.00
542	Mutual of Omaha Payment Process Center	Group AD&D Coverage for November 2022	\$ 1,011.94
543	City of Pryor Creek	A0722160; Cleaning Services for Payroll Ending 9-30-2022	\$ 727.48
544	City of Pryor Creek	Workers Compensation for August 2022	\$ 4,622.78
545	City of Pryor Creek	Workers Compensation for September 2022	\$ 6,768.77
546	Fiber Interactive Technologies	Voice, Fax, Internet Services for October 2022	\$ 705.78
547	Bank of Commerce Money Market Interest	A1022223; Wire Transfer for GRDA PCAx Final Payment	\$ 26,868.40
548	Kolker & Kolker Inc.	A1155240; Consultant Fee, FY2021-2022 Audit Preparation	\$ 1,945.00
549	Ancillary Bill Dept. Dearborn Life Ins. Co.	Group LTD Coverage for November 2022	\$ 1,469.59
550	Municipal Utility Board	Utility Services for October 2022	\$ 22,367.08
551	Municipal Utility Board	Petty Cash	\$ 851.90
552	Technical Programming Services Inc.	A1022213; Bill/Late Message Print/Mailing, October 2022	\$ 3,722.03
553	VSP Insurance Co., (CT)	Payroll Deduction for November 2022	\$ 825.96
554	Childers, Brent	A1022227; Reimbursement for Safety Glasses	\$ 365.17
TOTAL			<u>\$ 1,291,266.98</u>

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

PAYROLL DATE: 10/28/2022

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

DIRECT DEPOSIT REGULAR CHECKS:	45	74,521.13
DIRECT DEPOSIT MANUAL CHECKS:		
TOTAL DIRECT DEPOSIT CHECKS:	45	74,521.13

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 10-13-22 TO 10-26-22**

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. Hill for Jared Crisp  
GENERAL MANAGER

APPROVED: Harry Harris (mh)  
CHAIRMAN

PO # A 1022-232

Claim # 0470