



September 18, 2023

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, September 18, 2023, 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, Mr. Mark Roberts, and Ms. Lorri Mitchell.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the Minutes of the Regular Meeting held September 5, 2023. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Jared Crisp presented the Claims for examination.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to approve Claims #259 - #355 totaling \$1,358,527.21 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Roberts, Mitchell, and Harris Nay – none

The Board recognized Mr. Jared Crisp who reported the 500 kW Generac Diesel Generator at the Waste Water Treatment Plant died and the estimated cost to repair the fuel injector pump was approximately \$90,000.00. Mr. Crisp reported this project would be a high priority and a lengthy process because it would require the solicitation of bids and the publishing of legal notices.

Mr. Jared Crisp also reported this generator was obsolete and parts were hard to come by so he requested Mr. Chuck Bley to investigate prices for a new generator and to investigate prices to upgrade the generator at the Waste Water Treatment Plant in order to handle future additions, the ongoing projects, and the projected growth to our sewer collection system. Therefore, Mr. Jared Crisp requested the Electric Department Foreman, Mr. Brent Childers, place the Waste Water Treatment Plant as a high priority during emergency responses until the generator is either repaired or replaced.

Mr. Jared Crisp reported on the Whataburger Project and the MESO Lineworker Rodeo in Bentonville, Arkansas.

Mr. Jared Crisp reported the Municipal Utility Board Electric Rates are still competitive and of his plans to continue to regularly monitor the electric rates from various providers in our area.

The Board recognized Mr. Travis Willis who reported he successfully completed the "C" Operator Water and Wastewater Exam.

The Board recognized Mrs. Teri Hill who reported the utility billing cycle begins with five meter readers reading all meters in seven days. The billing process in the business office begins on or near the 11<sup>th</sup> day of each month and all bills must be mailed within twelve business days (usually between the 26<sup>th</sup> and 28<sup>th</sup> of each month).

Last summer the business office had three experienced utility billing clerks. This spring, one billing clerk retired and one billing clerk began maternity leave.

Mrs. Hill was delighted to report the two probationary utility clerks, Mrs. Emily Hugley, hired November 2022, and Ms. Brittany Sills, hired May 2023, made huge contributions to the 2023 summer billing process. With one experienced utility billing clerk combined with Emily and Brittany's excellent work ethics and dedication to learning new things, the summer bills were approved for mailing by June 23<sup>rd</sup>, July 25<sup>th</sup>, and August 24<sup>th</sup>.

A written Department Foreman's Report was presented with Mr. Jared Crisp reporting a verbal correction to Project 23-20; "the Gas Crews have installed 880' of the 4" poly pipe to date, not 80' as reported."

There was no Unfinished Business or New Business discussed.

The Board recognized Mr. Ben Sherrer who had no report.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 6:15 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains, and Harris Nay – none

  
Chairman

  
Secretary

PAYROLL NO: 1    PRYOR CREEK - M.U.B.

PAYROLL DATE: 9/29/2023

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

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	47	84,894.08
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
		-----
TOTAL CHECKS:	47	84,894.08

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 9.14.23 TO 9.27.23**

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: Larry Harris (Jm)  
CHAIRMAN

PO # A0923 - 226

Claim #

0356

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOK  
 FROM \_\_\_\_\_ DATE \_\_\_\_\_ 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. THAT THE PERSONNEL  
 FILES. I ALSO CERTIFY THAT THE ABOVE INDIVIDUALS ARE  
 DAYS INDICATED FOR EACH OF THE ABOVE LISTED INDIVIDUALS ARE  
 CORRECT.

\_\_\_\_\_  
 GENERAL MANAGER  
 SIGNED:

\_\_\_\_\_  
 CHAIRMAN  
 APPROVED:

October 2, 2023

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
0356	Payroll	A0923226; Payroll Ending September 27, 2023	\$ 84,894.08
0357	Bank of Commerce	FICA \$15,131.86; Med \$3,538.94; Federal \$11,713.37	\$ 30,384.17
0358	Oklahoma Tax Commission	A0923226; Payroll Ending September 27, 2023	\$ 4,428.00
0359	Oklahoma Centralized Support Registry	A0923226; Payroll Ending September 27, 2023	\$ 1,216.63
0360	Kansas Payment Center/SG10DM000494	A0923226; Payroll Ending September 27, 2023	\$ 83.54
0361	CNCSPC (Cherokee Nation OCSS)	A0923226; Payroll Ending September 27, 2023	\$ 353.67
0362	Oklahoma State Tax Commission	September 2023 Actual/October 2023 Estimated Sales Tax	\$ 72,708.18
0363	Principal Financial Group	457 Retirement Savings for September 2023	\$ 23,427.26
0364	Principal Financial Group	457 Loan Repayments for September 2023	\$ 5,490.00
0365	Principal Financial Group	MMP Retirement Contributions for September 2023	\$ 41,625.81
0366	Agriland FS, Inc.	20239470; Fuel	\$ 3,926.85
0367	Amazon Capital Services	20239461; Office and Safety Supplies	\$ 226.48
0368	Arkansas Electric Coop, Inc.	20238400; Bid #948, Electric Material	\$ 74,365.80
0369	Anixter Inc.	20237347; Electric Material	\$ 7,100.00
0370	Anchored Power Generation LLC	20239476; Equipment Maintenance, WWTP Generator	\$ 1,920.00
0371	Aqua-Aerobic Systems, Inc.	20239443; Equipment Maintenance, Basin Aerator	\$ 487.27
0372	Bridgewell Resources LLC	20238374; Bid #947, Electric Material	\$ 48,773.00
0373	Bluecross Blueshield of Oklahoma	Group Medical Coverage, October 2023	\$ 44,822.06
0374	Clint Goodson Concrete Construction	20239472; Concrete Pad for WWTP Fueling System	\$ 11,700.00
0375	CBI Wholesale Electric Supply	20239457; Equipment Maintenance, Basin	\$ 536.04
0376	Cherokee Nation Human Service Department	A0923223; Utility Assistance Refund, S. Bakke	\$ 231.90
0377	Cherokee Nation Human Service Department	A0923227; Utility Assistance Refund, J. Pickup	\$ 902.38
0378	CINTAS First Aid & Safety	20239454; Safety Kit Supplies	\$ 335.40
0379	Delta Dental of Oklahoma	Group Dental Coverage, October 2023	\$ 3,829.28
0380	P & K Equipment	20239465; Equipment Maintenance and Tree-Trimming Supplies	\$ 768.42
0381	Green Country Testing, Inc.	20239474; Testing	\$ 390.00
0382	J Harlen Co., Inc.	20239458; Small Tools, Electric Department	\$ 791.28
0383	Haynes Equipment Company	20239462; Equipment Maintenance, South Lift Station	\$ 188.26
0384	HACH Co.	20238420; Lab Supplies	\$ 561.37
0385	Airgas USA, LLC	20239459; Material and Supplies	\$ 54.43
0386	Border States Industries Inc.	20238401; Bid #948, Electric Material	\$ 3,847.00
0387	Lakeland Office Systems	A0923218; Quarterly Office Copies	\$ 435.17
0388	Northwest Transformer Co., Inc.	20239467; Material and Supplies	\$ 5,760.00
0389	OTA-Pikepass Government Account Services	20239464; Turnpike Fees for August 2023	\$ 44.85
0390	Oklahoma Natural Gas Company	Transportation Fees for August 2023	\$ 15,120.07
0391	MAID Oklahoma Ordnance Works Authority	Purchased Water for September 2023	\$ 85,467.13
0392	MAID Oklahoma Ordnance Works Authority	Purchased Wastewater Treatment for September 2023	\$ 906.62
0393	Pryor Stone Inc.	20239463; Rock	\$ 2,079.11
0394	Pryor Stone Inc.	20239469; Rock	\$ 1,144.70
0395	R & L Tires LLC	20239473; Equipment and Vehicle Maintenance	\$ 215.49
0396	S & D Electric Motors, Inc.	20238381; Equipment Maintenance, South Lift Station	\$ 10,850.00
0397	S & D Electric Motors, Inc.	20238427; Equipment Maintenance, B & H Lift Station	\$ 4,500.00
0398	S & D Electric Motors, Inc.	20239456; Equipment Maintenance, Basin Aerator	\$ 6,900.00
0399	Stuart C. Irby Co., Inc.	20238402; Bid #948, Electric Material	\$ 18,866.10
0400	Stuart C. Irby Co., Inc.	20238409; Quote #949, Gas Material	\$ 1,861.70
0401	Sundance Office	20239466; Warehouse Supplies	\$ 598.68
0402	Sun Loan	A0923202; Garnishment, T. McKinney	\$ 389.84
0403	Techline Inc.	20233123; CCP, Bid #944, Electric Material	\$ 655.20
0404	Tulsa Emergency Medical Center Inc. - 0010	A0923219; Pre-Employment and DOT Exams, Crofford & Kerns	\$ 342.00
0405	Core & Main	20237349; Water Material and Small Tools	\$ 2,867.70
0406	Core & Main	20238371; Bid #946, Water and Wastewater Material	\$ 13,310.00
0407	Core & Main	20238403; Water Material	\$ 700.00
0408	Core & Main	20239438; Water Material	\$ 474.75
0409	Capital One Wal-Mart	20239471; Warehouse Supplies	\$ 463.45
0410	Absolute Technologies	A0923214; WWTP Toner and Webcam with Microphone	\$ 168.99
0411	Mutual of Omaha Payment Processing Center	Group AD&D Coverage, October 2023	\$ 1,074.10
0412	City of Pryor Creek	Cleaning Payroll Ending September 15, 2023	\$ 1,454.96
0413	Fiber Interactive Technologies	Voice/Fax/Internet Services for September 2023	\$ 705.78
0414	Bank of Commerce	A0922222; PCAx Winter Storm Payment #12	\$ 11,518.08
0415	Mayes County LEPC	A0923224; Hazardous Preparedness Training Fees	\$ 300.00
0416	Dearborn Life Insurance a BCBS Ancillary	Group LTD Coverage for October 2023	\$ 1,583.71
0417	Municipal Utility Board	Utility Services for September 2023	\$ 23,258.76
0418	Municipal Utility Board	Petty Cash	\$ 513.08
0419	VSP Insurance Co. (CT)	Payroll Deduction for October 2023	\$ 875.94
0420	Definiti	A0923225; TPA Services, 3rd Qtr. CY2023	\$ 922.91
TOTAL			<u>\$ 686,697.43</u>