January 16, 2024

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Tuesday, January 16, 2024, 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 Ms. Mitchell to approve the minutes of the Regular Meeting held January 2, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Mitchell, Sixkiller, and Harris. Mr. Roberts abstained and counts as no vote.

Mr. Jared Crisp presented the Claims for examination.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #759 - #816 totaling $1,035,727.14 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, Rains, and Harris Nay – none

The Board recognized Ms. Violet F. Kirkendall of Hood & Associates CPAs, PC who presented the Annual Audit for Fiscal Year Ending June 30, 2023. There were no Audit findings and the Reserve for emergency and natural disasters was increase by $193,800 for a total of $1,587,600 *(Resolution 2022-01; increased this reserve cap from $1,200,000 to $2,000,000).*

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to accept the Annual Audit for Fiscal Year ending June 30, 2023 as presented. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Rains, and Harris Nay – none

The Board recognized Mr. Jared Crisp who reported on the January 4, 2024, meeting with 2J's Electric Inc. and the Warren Cat vendor at the Waste Water Treatment Plant. An existing transfer switch in the Chlorine Contact Building was discovered and will be able to communicate to the proposed generator at the Wastewater Treatment Plant.

Mr. Jared Crisp discussed and recommended the Board recommend to the Pryor Creek City Council a 2.5% increase to the inside city limits water rate to be effective February 2024 billing due March 1, 2024.

A motion was made by Dr. Sixkiller and seconded by Dr. Rains to recommend the Pryor Creek City Council an increase to the water rates inside city limits from $5.05 per 1,000 gallons to $5.10 per 1,000 gallons, effective February 2024 billing. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Rains, Mitchell, Roberts, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board approve a $0.50 hourly incentive for becoming a Certified Pesticide Applicator in the

Tree-Trimming Department. Mr. Crisp also recommended the incentive include the reimbursement for the continuing education units required annually and the renewal License Fee effective January 18, 2024.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve a $0.50 hourly incentive for becoming a Certified Pesticide Applicator in the Tree-Trimming Department and include the reimbursement for the continuing education units required annually and the renewal License Fee effective January 18, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Roberts, Mitchell, Sixkiller, and Harris Nay – none

Mr. Jared Crisp discussed a four-six month lead time for new trucks and recommended the Board approve the replacement of trucks #9 and #12 with two (2) 2024 Ford F-350 4x4 Crew Cab & Chassis from Vance Country Ford at a price not to exceed $129,030.00. (A utility bed for each truck will be included in next year's budget.)

A motion was made by Dr. Rains and seconded by Mr. Roberts to replace trucks #9 and #12 with two (2) 2024 Ford F-350 4x4 Crew Cab & Chassis from Vance Country Ford at a price not to exceed $129,030.00. MOTION CARRIED. Votes cast as follows: Ayes –Rains, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Jared Crisp discussed and recommended the Board enter into an agreement with the Grand River Dam Authority per the GRDA AMI Rider *(60 month repayment at 0% interest)* for the purchase of the infrastructure, equipment, hosting fees, and electric meters at a price not to exceed $1,500,000.00.

A motion was made Ms. Mitchell and seconded by Dr. Sixkiller to enter into an agreement with the Grand River Dam Authority per the GRDA AMI Rider *(60 month repayment at 0% interest)* for the purchase of the infrastructure, equipment, hosting fees, and electric meters at a price not to exceed $1,500,000.00. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Rains, Roberts, and Harris Nay – none

Mr. Jared Crisp discussed a visual presentation of the SPP (Southwest Power Pool) Grid Update.

Mr. Jared Crisp reported the Municipal Utility Board Customers have exceeds the nominated purchase gas usage by 12,000 units during the past four days. Mr. Crisp explained the difference in the excess usage over the nominated contract amount with a 31 day average and an operational flow order on excess usage over the nominated contract amount. The excess usage over the nominated contract usage does effect the (Purchased Gas Adjustment) PGA fuel adjustment, which is a separated line item on the customer's bill.

The Board recognized Mr. Travis Willis who gave a progress report on the reimbursement request for the June 2023 storm damage from FEMA (Federal Emergency Management Agency) and the State of Oklahoma.

Mr. Travis Willis reported there were no gas or electric outages during the past four day cold spell but most of the water department worked the weekend and holiday. There were four emergency locates requested for main line repairs and several waters meters needed replaced due to the extreme temperatures.

The Board recognized Mrs. Teri Hill who reported no changes or additional comments to the written annual Identity Theft Prevention Program Red Flag Alert Policies and Procedures Report prepared by Ms. Hannah Moore.

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

The Board recognized Mr. Jared Crisp who discussed and recommended the Board allow Mrs. Jennifer Adams and Ms. Hannah Moore to attend the 2024 Oklahoma Municipal Human Resources Expo at Rose State College in Midwest City, Oklahoma on February 13, 2024, at a cost not to exceed $250.00.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to allow Mrs. Jennifer Adams and Ms. Hannah Moore to attend the 2024 Oklahoma Municipal Human Resources Expo at Rose State College in Midwest City, Oklahoma on February 13, 2024, at a cost not to exceed $250.00. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains, and Harris Nay – none

Mr. Jared Crisp discussed and agreed with Mr. Jim Armontrout's recommendation to promote Mr. Robert Wilkerson to A Mechanic Non-Merit in the Water/Sewer Department effective January 18, 2024.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to promote Mr. Robert Wilkerson to A Mechanic Non-Merit ($26.29 per hour to $26.89 per hour) in the Water/Sewer Department effective January 18, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Rains, Mitchell, and Harris Nay – none

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 7:04 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Rains, and Harris Nay – none

Darry Harris
Chairman

Secretary

February 5, 2024

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

CL#	NAME	PO#/DESCRIPTION		AMOUNT
0817	Payroll	A0124021; Payroll Ending January 17, 2024	$	85,329.31
0818	Bank of Commerce	FICA $15,016.78; Med $3,512.02; Federal $10,038.87	$	28,567.67
0819	Oklahoma Tax Commission	A0124021; Payroll Ending January 17, 2024	$	4,430.00
0820	Oklahoma Centralized Support Registry	A0124021; Payroll Ending January 17, 2024	$	1,216.63
0821	Kansas Payment Center/SG10DM000494	A0124021; Payroll Ending January 17, 2024	$	83.54
0822	CNCSPC (Cherokee Nation OCSS)	A0124021; Payroll Ending January 17, 2024	$	353.67
0823	Principal Financial Group	457 Retirement Savings for January 2024	$	15,994.39
0824	Principal Financial Group	457 Loan Repayments for January 2024	$	3,392.80
0825	Principal Financial Group	MMP Retirement Contributions for January 2024	$	28,444.40
0826	Oklahoma State Tax Commission	January 2024 Actual/February 2024 Estimated Sales Tax Payment	$	73,417.17
0827	Payroll	A0124032; Payroll Ending January 31, 2024	$	84,679.91
0828	Bank of Commerce	FICA $15,087.14; Med $3,528.44; Federal $11,356.93	$	29,972.51
0829	Oklahoma Tax Commission	A0124032; Payroll Ending January 31, 2024	$	4,416.00
0830	Oklahoma Centralized Support Registry	A0124032; Payroll Ending January 31, 2024	$	1,216.63
0831	Kansas Payment Center/SG10DM000494	A0124032; Payroll Ending January 31, 2024	$	83.54
0832	CNCSPC (Cherokee Nation OCSS)	A0124032; Payroll Ending January 31, 2024	$	353.67
0833	AFLAC	Payroll Deduction for January 2024	$	2,382.09
0834	Agriland FS, Inc.	2024125; Fuel	$	2,813.25
0835	Amazon Capital Services	2024124; Chest Waders and Warehouse Supplies	$	145.07
0836	Amazon Capital Services	2024138; Small Tools and Safety Equipment	$	80.65
0837	Amazon Capital Services	2024143; Warehouse Supplies and Dry Erase Board	$	147.97
0838	Arkansas Electric Coop., Inc.	202211537; CCP, Quote #942, Electric Material Paid in Full	$	23,261.00
0839	Ameriflex Hose & Accessories	2024145; Tree-Trimming, Vehicle Maintenance on Truck #16	$	51.00
0840	Anixter Inc.	20236272; CCP, Electric Material Paid in Full	$	1,950.00
0841	Anixter Inc.	20238399; Bid #948, Electric Material	$	523.50
0842	BlueCross BlueShield Of Oklahoma	Group Medical Coverage for February 2024	$	45,055.19
0843	Brenntag Southwest, Inc.	202418; Equipment Replacement, Regal Gas Chlorinator	$	3,225.00
0844	Delta Dental Of Oklahoma	Group Dental Coverage for February 2024	$	3,873.96
0845	Element Materials Technology B.A., LLC	202411; Weld Testing	$	2,300.80
0846	Enviro-Tec America Inc.	2024149; SIR Reports for Cycle 1 through Cycle 14	$	281.00
0847	Equipment Technology, LLC	2024132; Vehicle Maintenance, Truck #2	$	432.13
0848	Fastenal	2024135; Material and Supplies	$	349.04
0849	Gajeske, Inc.	2024127; Quote #951, Gas Material	$	397.50
0850	P & K Equipment	2024141; Portable Heater and Tree-Trimming Supplies	$	837.38
0851	Green Country Testing Inc.	2024134; WWTP Testing	$	1,254.00
0852	H. G. Flake Supply Co.	20238408; Quote #949, Gas Material	$	3,874.60
0853	H. G. Flake Supply Co.	2024128; Quote #951, Gas Material	$	484.80
0854	H. G. Flake Supply Co.	2024128; Quote #951, Gas Material	$	727.20
0855	Helix Laboratories, Inc.	202311544; Equipment Maintenance, Liftstations	$	2,338.93
0856	Koons Gas Measurement	2024123; Gas Material	$	1,134.00
0857	Masters Heating Cooling Inc.	2024146; Warehouse Maintenance, Ice Machine	$	85.00
0858	MESO/OMUSA	2024142; Positive Relationship Training, J. Adams and T. Hill	$	198.00
0859	MESO/OMUSA	A0124019; JT&S Quarterly Dues, 3rd Quarter FY2023-2024	$	613.75
0860	MESO/OMUSA	A0124026; 2 of 2 LGTC DOT/PHMSA Random Testing	$	1,305.00
0861	MESO/OMUSA	A0124028; MGSO Annual Dues and Service Fees	$	275.00
0862	NE Tech-Business & Industry Services	2024153; Confined Space Safety Training	$	1,700.00
0863	OTA-Pikepass Government Account Services	2024133; Turnpike Fees for December 2023	$	37.65
0864	Oklahoma Natural Gas Company	Transportation Fees for December 2023	$	19,071.24
0865	Oklahoma Ordnance Works Authority	Purchased Water for January 2024	$	100,969.52
0866	Oklahoma Ordnance Works Authority	Purchased Wastewater Treatment for January 2024	$	924.75
0867	Pryor Stone Inc.	2024151; Stockpile Rock	$	732.77
0868	Professional Pest Control	A0124018; Quarterly Pest Control	$	100.00
0869	R & L Tires LLC	2024136; Vehicle and Equipment Maintenance	$	637.52
0870	Rainmaker Sales, Inc.	2024129; Quote #951, Gas Material	$	100.60
0871	Mayes County RWD #4	Water Service for WWTP, December 2023	$	30.34
0872	Small Arrow Engineering, LLC	A1023228; Natural Gas System Study, Payment #4	$	2,470.00
0873	Stuart C. Irby Co., Inc.	202312587; Electric Material	$	3,845.25
0874	Sundance Office	A0124023; Office Supplies	$	160.16
0875	ACCESS	A0124030; Onsite Shredding Service, December 2023	$	69.30
0876	Utility Supply Company	2024119; Material and Supplies	$	5,504.80
0877	Vermeer Great Plains	2024140; Tree-Trimming, Chipper Teeth	$	377.17
0878	Core & Main	202415; Gas Material	$	1,349.40
0879	Capital One Wal-Mart	2024148; City Hall Cleaning Supplies	$	205.78
0880	Bobcat White Star	2024144; Equipment Maintenance, Skidsteer/Extendahoe	$	173.96
0881	Mutual Of Omaha	Group AD&D Coverage for February 2024	$	1,148.20
0882	Fiber Interactive Technologies	Voice, Fax, Internet, and 911 Service for January 2024	$	705.78
0883	Bank of Commerce	A0124027; PCAx Payment #16	$	11,518.08
0884	Kolker & Kolker Inc.	A0124031; 1099/1096 Preparation and Filing for CY2023	$	80.00
0885	Dearborn Life Insurance Company	Group LTD Coverage for February 2024	$	1,544.49
0886	RCI Insurance Group	A1223293; Workers Compensation Fees for December 2023	$	3,941.00
0887	Municipal Utility Board	Utilities for January 2024	$	24,011.05
0888	Municipal Utility Board	Petty Cash	$	586.15
0889	Pryor Printing Inc.	A0124024; Annual Leave Applications	$	73.97
0890	VISA Control Account	A0124029; Water Pump, Civil 3D Software, and FR Outerwear	$	6,359.88
0891	VSP Insurance Co. (CT)	Payroll Deduction for February 2024	$	806.75
0892	Oklahoma Water Resources Board	A0124020; Annual Water Rights for CY2023	$	150.00
0893	Peters, Chris	A0124025; Sewer Tap Refund at 1004 Thurman Street	$	500.00
		TOTAL	$	652,234.21

PAYROLL NO: 1 PRYOR CREEK - M.U.B. PAYROLL DATE: 1/19/2024

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	46	85,329.31
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	46	85,329.31

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 1-4-24 **TO** 1-17-24

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: Teri M. Hill for Jared Crisp
GENERAL MANAGER

APPROVED: Darrey Harris by tmh
CHAIRMAN

PO# A0124-021

claim

0817

PAYROLL NO: 1 PRYOR CREEK - M.U.B. PAYROLL DATE: 2/02/2024

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	51	84,679.91
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	51	84,679.91

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 1·18·24 TO 1·31·24

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: Teri M. Hill for Jared Crisp
GENERAL MANAGER

APPROVED: Darry Harris by Tmh
CHAIRMAN

PO # A0124-032

Claim #

0827