

**MINUTES
STREET COMMITTEE
REGULAR MEETING
TUESDAY, FEBRUARY 27TH, 2024
5:30 P.M.**

THE STREET COMMITTEE MET IN REGULAR SESSION IN THE COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE-MENTIONED DATE AND TIME.

COMMITTEE MEMBERS: TRAVIS MILEUR, BRUCE SMITH, TERRY LAMAR, RANDY CHITWOOD (ALT)

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:30 p.m. by Travis Mileur. Members present: Travis Mileur, Bruce Smith and Terry Lamar. Members absent: none.

Others present: Mayor Zac Doyle, Street Superintendent Buddy Glenn and Dale Burke.

2. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF OCTOBER 24TH, 2023 REGULAR MEETING.

Motion was made by Lamar, second by Smith to approve the minutes of the October 24th, 2023 regular meeting. Voting yes: Lamar, Smith and Mileur. Voting no: none.

3. PETITIONS FROM THE AUDIENCE.

There were no petitions from the audience.

4. STREET SUPERINTENDENT REPORT - BUDDY GLENN.

Glenn reported that the Street Department will be closing South Adair to fill in asphalt following MUB repairs on Monday. He also stated that they have dipped around 1,600 feet of ditches, made several street repairs and patched several potholes. Glenn reported that the correct part for the sweeper has arrived but found that they now need to replace the fuel line and the part is on the way.

5. UPDATE REGARDING ALLEY PROJECT.

Burke reported that Dunham Asphalt has completed the alley project as requested. The committee discussed submitting a change order due to an omission in the original work requested. The committee requested that Burke bring bids for the change order to the next meeting.

6. UPDATE REGARDING GAITHER ROAD PROJECT.

Burke reported that Tri-Star has completed the Gaither road project during 2023 Street Rehabilitation Phase 2.

7. UPDATE REGARDING NE 3RD AND FAIRLAND PROJECT.

Burke reported that the NE 3rd and Fairland project is currently in the planning process.

8. UPDATE REGARDING NORTH ELLIOTT NUNLEY DITCH PROJECT.

Burke reported that the North Elliott Nunley Ditch project is in progress with Key Maintenance.

9. UPDATE REGARDING SALT BRANCH WEST OF 69 TO MAPLE STREET (LARREMORE) PROJECT.

Burke reported that the Salt Branch West of 69 to Maple Street (Larremore) project is in progress with Invision Civil Contractors.

10. UPDATE REGARDING GREEN COUNTRY MOBILE HOME PARK PROJECT.

Burke reported that Tri-Star has completed the Green Country Mobile Home Park project during 2023 Street Rehabilitation Phase 2.

11. UPDATE REGARDING NW 5TH WEST TO RAILROAD TRACK PROJECT

Glenn reported that the Street department has completed the NW 5th West to railroad track project.

12. UNFORESEEABLE BUSINESS. (Any matter not foreseeable prior to posting the agenda.)

There was no unforeseeable business.

13. ADJOURN.

Motion was made by Smith, second by Lamar to adjourn. Voting yes: Smith, Mileur and Lamar. Voting no: none.



December 26, 2022

City of Pryor
Attn: Larry Lees – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: Channel Stabilization and Flood Control and SE 14th and S. Fairland St.

Dear Mr. Lees:

Enclosed, please find invoice PRY-19-04-11. Please place this invoice on the agenda for approval at your next meeting.

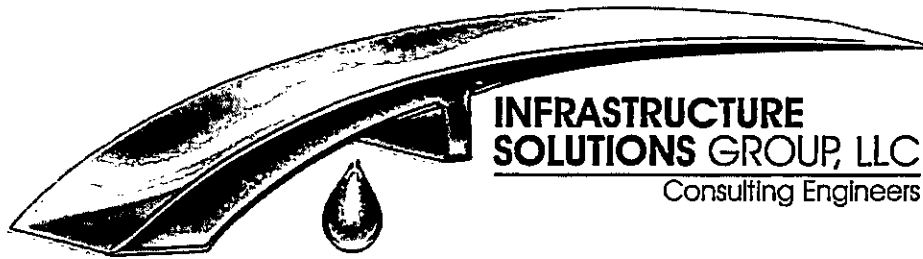
Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-19-04



December 26, 2022

INVOICE SUBMITTED TO:

City of Pryor Creek
 12 N. Rowe, Suite B
 Pryor, OK 74361

ATTN: Mr. Larry Lees, Mayor

Invoice # PRY-19-04-11
 Billing from February 2021 thru December 31st 2022

In Reference To: Channel Stabilization and Flood Control at SE 14th and S. Fairland St.

ENGINEERING

<u>Phase I of Project (\$7,500.00)</u>	<u>% Complete</u>	<u>Amount Due</u>
Detailed Plans and Specifications (\$5,000.00)	100.0	\$5,000.00
Construction Related Services (\$2,500.00)	100.0	\$2,500.00
 <u>Phase II of Project (\$5,000.00)</u>		
Engineering Report (\$5,000.00)	100.0	\$5,000.00
Preliminary Design		TBA
Final Design		TBA
Bidding Services		TBA
Construction Related Services		TBA

ADDITIONAL SERVICES

Site Survey (Green Country Survey Inc.) (Phase I only)	\$1,400.00
Hydrologist – Watershed Modeling – HIS Inc. \$7,000.00 (WO 6/25/20)	\$7,000.00

Construction Inspection Services:

Construction Observation: \$3,000 X ½ (split) X 1 month March	\$1,500.00
Construction Observation: \$3,000 X ½ (split) X 1 month April	\$1,500.00
Construction Observation: \$3,000 X ½ (split) X 1 month May	\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month June	\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month July	\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month August	\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month September	\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month October	\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month November	\$1,500.00

TOTAL BILLED TO DATE	\$34,400.00
TOTAL PREVIOUSLY BILLED	<u>\$20,400.00</u>
TOTAL DUE THIS INVOICE	\$14,000.00

Infrastructure Solutions Group, LLC
 500 Village Boulevard, Suite A
 McAlester, OK 74501



December 26, 2022

City of Pryor
Attn: Larry Lees – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: Drainage Improvements at NE 3rd and East Manor Drive

Dear Mr. Lees:

Enclosed, please find invoice PRY-19-05-14. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-19-05



December 23rd, 2022

INVOICE SUBMITTED TO:

City of Pryor Creek
12 N. Rowe, Suite B
Pryor, OK 74361

ATTN: Mr. Larry Lees, Mayor

Invoice # PRY-19-05-14
(Billed from July 2021 thru December 23rd 2022)

In Reference To: Drainage Improvements at NE 3rd and East Manor Drive

ENGINEERING –

Phase I of Project (\$12,000.00)	% Complete	Amount Due
Detailed Plans and Specifications (\$12,000.00)	100.0	\$12,000.00
Construction Related Services (\$2,500.00)	100.0	\$2,500.00

ADDITIONAL SERVICES –

Construction Observation: \$3,000 X ½ (split) X 1 month March		\$1,500.00
Construction Observation: \$3,000 X ½ (split) X 1 month April		\$1,500.00
Construction Observation: \$3,000 X ½ (split) X 1 month May		\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month June		\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month July		\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month August		\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month September		\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month October		\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month November		\$1,500.00

TOTAL BILLED TO DATE \$28,000.00

TOTAL PREVIOUSLY BILLED \$22,000.00

TOTAL DUE THIS INVOICE \$6,000.00

MAILING ADDRESS:

Infrastructure Solutions Group, LLC
500 Village Boulevard, Suite A
McAlester, OK 74501



December 26, 2022

City of Pryor
Attn: Larry Lees – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: Dog Pound Road Bridge Replacement and SW 9th Pavement Repair Project

Dear Mr. Lees:

Enclosed, please find invoice PRY-20-01-09. Please place this invoice on the agenda for approval at your next meeting.

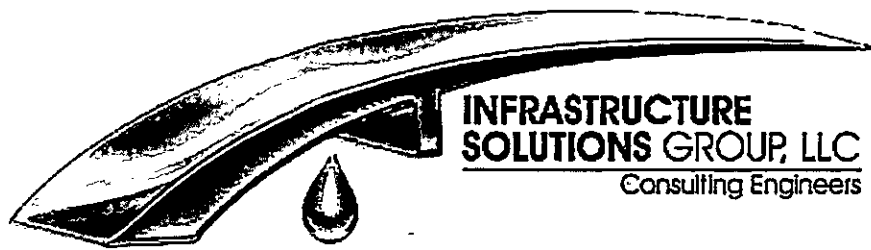
Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-20-01



December 23rd 2022

INVOICE SUBMITTED TO:

City of Pryor
12 N. Rowe, Suite B
Pryor, OK 74361

Invoice # PRY-20-01-09
(Billed from October 2020 thru December 31st 2022)

In Reference To: Dog Pound Road Bridge Replacement and SW 9th Pavement Repair Project

ISG accepted bids prepared contract documents and reviewed shop drawings. ISG providing day to day inspection of project. Base line prepared at both sites. Pre-Construction Meeting held. Project is complete.

ENGINEERING – (\$32,800.00)

<u>Phase I of Project</u>	<u>% Complete</u>	<u>Amount Due</u>
Detailed Plans and Specifications (\$24,000.00)	100.0	\$24,000.00
Construction Related Services (\$8,000.00)	100.0	\$8,000.00

ADDITIONAL SERVICES –

Resident Inspection Services – 3 month X \$2,500.00 \$7,500.00

TOTAL BILLED TO DATE \$37,000.00

TOTAL PREVIOUSLY BILLED \$37,000.00

TOTAL DUE THIS INVOICE **\$2,500.00**

Please send payments to:

Infrastructure Solutions Group, LLC
500 Village Boulevard, Suite A
McAlester, Ok 74501



December 26, 2022

City of Pryor
Attn: Larry Lees – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: Drainage Improvements at Salt Branch Phase I

Dear Mr. Lees:

Enclosed, please find invoice PRY-20-03-01. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-20-03



December 26, 2022

INVOICE SUBMITTED TO:

City of Pryor Creek
12 N. Rowe, Suite B
Pryor, OK 74361

ATTN: Mr. Larry Lees, Mayor

Invoice # PRY-20-03-01 DRAINAGE IMPROVEMENTS AT SALT BRANCH PHASE I:
(Billings from October 30th 2021 thru December 31st 2022)

In Reference To: General City Engineering Services

ENGINEERING SERVICES: (Previous Billed See Inv # PRY-19-02-18 for Summary)

PRY-20-03 DRAINAGE IMPROVEMENTS AT SALT BRANCH PHASE I:

ISG authorized to prepare detailed plans for clean-up of channel upstream of Hwy 69; Detailed Plans prepared, the project was bid and awarded to Key Maintenance, ISG to conducted Pre-Work and Tree Flagging and provided Construction Administration. Project is complete.

PE Time:	28 hr. X \$200/hr.	\$5,600.00
EI Time:	60 hr. x \$105/hr.	\$6,300.00
Tech Time:	40 hr. X \$100/hr.	\$4,000.00

TOTAL BILLED TO DATE	\$15,900.00
TOTAL PREVIOUSLY BILLED	<u>\$0.00</u>
TOTAL DUE THIS INVOICE	\$15,900.00

Please mail payment to:

Infrastructure Solutions Group, LLC
500 Village Boulevard, Suite A
McAlester, OK 74501



December 26, 2022

City of Pryor
Attn: Larry Lees – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: Drainage Easements SE 7th & Hwy 69

Dear Mr. Lees:

Enclosed, please find invoice PRY-21-02-01. Please place this invoice on the agenda for approval at your next meeting.

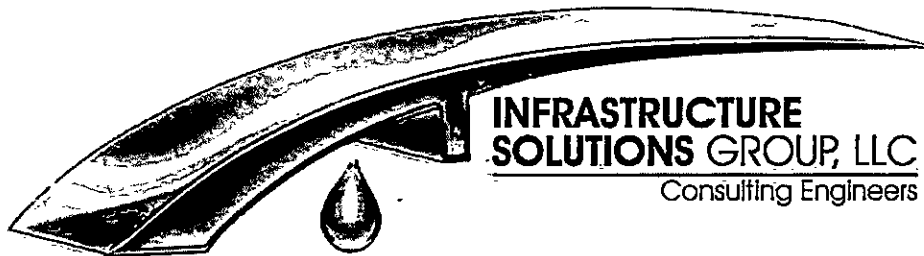
Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-21-02



December 26, 2022

INVOICE SUBMITTED TO:

City of Pryor Creek
12 N. Rowe, Suite B
Pryor, OK 74361

ATTN: Mr. Larry Lees, Mayor

Invoice # PRY-21-02-01 DRAINAGE EASEMENTS SE 7TH AND HWY 69:
(Billings from October 30th 2021 thru December 31st 2022)

In Reference To: General City Engineering Services

ENGINEERING SERVICES: (Previous Billed See Inv # PRY-19-02-18 for Summary)

PRY-21-02 DRAINAGE EASEMENTS SE 7TH AND HWY 69:

ISG prepared legal descriptions for 5 parcels and submitted to City. City contacted each regarding granting. All but one entity agreed. Awaiting final meeting with entities to sign easement and begin detailed plan preparation. One entity may need to be recommended for eminent domain process.

PE Time:	16 hr. X \$200/hr.	\$3,200.00
EI Time:	0 hr. x \$105/hr.	\$0.00
Tech Time:	9 hr. X \$100/hr.	\$900.00

TOTAL BILLED TO DATE	\$4,100.00
TOTAL PREVIOUSLY BILLED	<u>\$0.00</u>
TOTAL DUE THIS INVOICE	\$4,100.00

Please mail payment to: **Infrastructure Solutions Group, LLC**
500 Village Boulevard, Suite A
McAlester, OK 74501



December 26, 2022

City of Pryor
Attn: Larry Lees – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: 2021 Street Rehabilitation Project

Dear Mr. Lees:

Enclosed, please find invoice PRY-21-04-06. Please place this invoice on the agenda for approval at your next meeting.

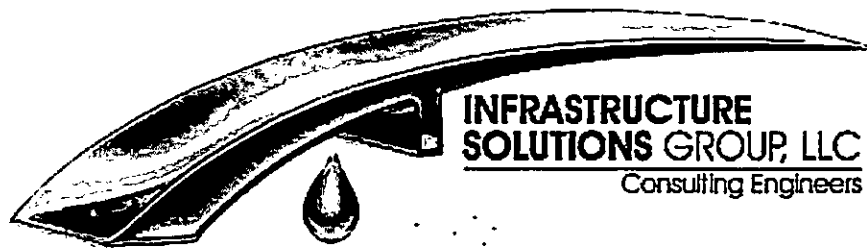
Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-21-04



December 23rd 2022

INVOICE SUBMITTED TO:

City of Pryor
12 N. Rowe, Suite B
Pryor, OK 74361

ATTN: Buddy Glenn, Street Superintendent
Larry Lees, Mayor

Invoice # PRY-21-04-06
(Billed from October 2021 thru December 31st 2022)

In Reference To: 2021 Street Rehabilitation Project (Project is Complete)

A final audit indicates we have not billed this out. Our services were completed once the change order for the spot repairs were completed.

ENGINEERING – (\$42,500.00)

<u>Phase of Project</u>	<u>% Complete</u>	<u>Amount Due</u>
<u>Preliminary Design (\$15,000.00)</u>	100.0	\$15,000.00
<u>Approved Design (\$15,000.00)</u> Final Approval of Plans Council 6/21	100.0	\$15,000.00
<u>Bidding Services (\$5,000.00)</u>	100.0	\$5,000.00
<u>Construction Related Services (\$7,500.00)</u>	100.0	\$7,500.00

Construction Observations:

Construction Observation \$3,000 X ½ (split) X 1 month October	\$1,500.00
Construction Observation \$3,000 X ½ (split) X 1 month December	\$1,500.00

TOTAL BILLED TO DATE \$45,500.00

TOTAL PREVIOUSLY BILLED \$37,250.00

TOTAL DUE THIS INVOICE **\$8,250.00**

Please send payments to:

Infrastructure Solutions Group, LLC
500 Village Boulevard; Suite A
McAlester, Ok 74501



December 26, 2022

City of Pryor
Attn: Larry Lees – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: Gaither Road Study

Dear Mr. Lees:

Enclosed, please find invoice PRY-22-06-01. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-22-06



December 26, 2022

INVOICE SUBMITTED TO:

City of Pryor Creek
12 N. Rowe, Suite B
Pryor, OK 74361

ATTN: Mr. Larry Lees, Mayor

Invoice # PRY-22-06-01 (Hourly per EJCDC)
(Billings thru December 31st 2022)

In Reference To: Gaither Road (3 lanes) Study

At the Mayor request, a concept plan for extending Gaither Rd. from New Highway 20 south to SE 9th Street as a 4-lane configuration and then SE 9th St. west to Oklahoma St. as an upgraded 5 lane configuration to accommodate the new bus traffic and high school athletic traffic with the new facilities planned on the area. The Federal Government plan to donate the right of way on Gaither Rd. through USCE. Property would allow the construction of the roadway. Certain utility relocations were investigated and included in the projected cost estimate as well as the improved turning movements at SE 9th and Gaither Rd. for Bus Traffic.

PE Time: 4 hr. X \$200/hr	\$800.00
EI Time: 0 hrs X \$105/hr	\$0.00
Tech Time: 33 hrs X \$100/hr	\$3,300.00

TOTAL BILLED TO DATE	\$4,100.00
TOTAL PREVIOUSLY BILLED	<u>\$0.00</u>
TOTAL DUE THIS INVOICE	\$4,100.00

Please mail payment to:

Infrastructure Solutions Group, LLC
500 Village Boulevard, Suite A
McAlester, OK 74501