



AUGUST 3, 2015

The Municipal Utility Board met in Regular Session at 7:00PM on Monday, 3 August 2015 with Vice-Chairman Roberts presiding. The agenda was posted in the outside Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Mr. Roberts, Dr. Lindsey, Dr. Sixkiller, and Ms. Mitchell. Mr. Harris was absent.

Mr. Pruet reported an increase of \$93.75 to Line Item 13 on Bid #887 because this item is packaged in a set of ten (10) and we ordered fifteen (15) therefore receiving five (5) extra items. The new Bid #887 total is \$34,855.63.

A motion was made by Dr. Lindsey and seconded by Dr. Sixkiller to approve the increase of \$93.75 to line 13 on Electric Bid #887, in the amount of \$93.75 making the new Bid #887 total \$34,855.63 and approving the minutes of the Regular Meeting held 20 July 2015. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Sixkiller, Mitchell, and Roberts Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell approving Claims #78 - #119 totaling \$265,878.34 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, and Roberts Nay – none

The Board recognized Mr. Steve Powell who reported all punch list items on the Force Main Project from Southeast 9th Street to Wastewater Treatment Plant has been completed satisfactory. Mr. Powell reported the GIS training is nearly finished. He also reported the Design for 9th Street Pump Station Improvements is ready for internal review and he will be recommending the design be approved and permitted by Oklahoma DEQ (Department of Environmental Quality).

Mr. Powell discussed the haloacetic acids and trihalomethane issue with the Board. Over ½ of the 103 cities in Oklahoma who qualified for reduced testing exceeded the limit because of the excessive rain this year. Municipal Utility Board is one of the cities who qualified for the reduced testing but will now have to do the expensive quarterly disinfection by-products testing for limited haloacetic acids and trihalomethane. (Annual THMs and HAAs testing cost will be about \$3,000)

The Board recognized Mr. Pruet who discussed and recommended approval of the engagement letter to perform the Municipal Utility Board Annual Audit for Fiscal Year Ending 30 June 2015 from Ms. Violet F. Kirkendall CPA, PC at a cost not to exceed \$4,250.

A motion was made by Dr. Lindsey and seconded by Dr. Sixkiller to approve the engagement letter to perform the Municipal Utility Board Annual Audit for Fiscal Year Ending 30 June 2015 from Ms. Violet F. Kirkendall CPA, PC at a cost not to exceed \$4,250. MOTION CARRIED. Votes cast as follows: Lindsey, Sixkiller, Mitchell, and Roberts Nay – none

Mr. Pruett discussed and recommended the Municipal Utility Board adopt the American Public Power Association (APPA) 15th Edition Safety Manual as the safety standard for the Municipal Utility Board Electric Department.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to adopt the American Public Power Association (APPA) 15th Edition Safety Manual as the safety standard for the Municipal Utility Board Electric Department. MOTION CARRIED. Votes cast as follows: Sixkiller, Mitchell, Lindsey, and Roberts Nay – none

Mr. Pruett gave a presentation of the distribution design for Substation #3 prepared by Finley Engineering.

Mr. Pruett reported he hired two new probationary employees. Mr. William Gilmore accepted the position as D Mechanic in the Water/Wastewater Department. He is relocating from Joplin, Missouri and will begin work in 2-3 weeks. Mr. Nacona Ingram, from Salina, Oklahoma accepted the position as a 2nd year Apprentice Lineman in the Electric Crew and will begin work within two weeks.

Mr. Pruett reported he will be scheduling interviews for the tree-trimming position when Mr. Shelton returns from vacation and he is still looking for a Journeyman Lineman for the electric crew.

The Board recognized Mr. Jared Crisp who reported he, Cody Keenan, and Travis Whitenack successfully completed the Double "D" License Water/Wastewater class and test. Cody and Travis are now qualified to assist with water samples taken by the service department.

Mr. Crisp is still working on the ARC Flash Policy and will have it ready to review at the next meeting.

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

A written Department Foreman's Report was presented.

Mr. Pruett discussed Mr. Chuck Bley's sixteen plus years of employment with the Municipal Utility Board and his intent to attend class to obtain his "A" Wastewater License in September and agrees with Mr. Mike Peter's recommendation to promote Mr. Bley to Assistant Superintendent with Merit at the Wastewater Treatment Plant effective 30 July 2015.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to promote Mr. Chuck Bley to Assistant Superintendent with Merit (\$24.28 per hour to \$25.39 per hour) effective 30 July 2015. MOTION CARRIED. Votes cast as follows: Ayes: Sixkiller, Mitchell, Lindsey, and Roberts Nay – none

Mr. Pruett discussed Mr. Ryan Hinton's apprentice training and how quickly he has become knowledgeable of MUB's electric system. Mr. Pruett agrees with the Electric Foreman's recommendation to promote Mr. Ryan Hinton from a 4-year Apprentice Lineman to a Journeyman Linemen in the Electric Department effective 30 July 2015.

A motion was by Dr. Sixkiller and seconded by Ms. Mitchell to promote Mr. Ryan Hinton from a 4-year Apprentice Lineman to a Journeyman Linemen in the Electric Department (\$27.48 per hour to \$29.19 per hour) effective 30 July 2015. MOTION CARRIED. Votes cast as follows: Ayes: Sixkiller, Mitchell, Lindsey, and Roberts Nay – none

Mr. Pruett discussed the Gas Department and Mr. Cody Keenan's willingness to accept the responsibility of Crew Chief in our Natural Gas Department upon the resignation of Mr. Willard Buchanan last March. Mr. Keenan learns quickly and has done an above average job in the position as acting Crew Chief on the North Elliott Street Project. Mr. Pruett agrees with the Gas Foreman's recommendation to promote Mr. Cody Keenan to an "A" Mechanic non-merit effective 30 July 2015 and allow him to continue in the position as Acting Crew Chief.

A motion was by Dr. Sixkiller and seconded by Ms. Mitchell to promote Mr. Cody Keenan to an "A" Mechanic non-merit (\$19.81 per hour to \$21.42 per hour) effective 30 July 2015 and allow him to continue in the position as Acting Crew Chief. MOTION CARRIED. Votes cast as follows: Ayes: Sixkiller, Mitchell, Lindsey, and Roberts Nay – none

There was no unfinished or new business.

There was no Attorney's Report.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to adjourn at 7:48PM. Votes cast as follows: Ayes – Roberts, Sixkiller, Lindsey, and Mitchell 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
120	Payroll	A0815195; Payroll Ending 12 August 2015	62,724.36
121	RCB-Pryor	FICA-\$11,302.54 MED-\$2,643.30 FED-\$8,636.68	22,582.52
122	Oklahoma Tax Commission	SWH; Payroll Ending 12 August 2015	2,900.00
123	Red Crown Credit Union	Payroll Deduction Ending 12 August 2015	3,380.00
124	Oklahoma Centralized Support Registry	Payroll Deduction Ending 12 August 2015	270.77
125	Oklahoma State Tax Commission	July 2015 Sales Tax & August 2015 Estimated Sales Tax	59,479.42
126	AFLAC	Payroll Deduction; August 2015	1,476.22
127	Arkansas Electric Coop Inc.	20156268; CCP, Bid #887	315.90
128	Accurate Environmental LLC	A0815197; Water Samples	225.00
129	Action Awards & Screen Printing	A0815193; Clothing Allowance, 186 total t-shirts	1,719.00
130	B & B Meter Service	20158360; Material & Supplies	1,073.50
131	Brenntag Southwest, Inc.	20157350; Material & Supplies	590.72
132	Chouteau Lime Co., Inc.	20158357; Material & Supplies	1,382.50
133	C & R Oil Co., Inc.	20158365; Fuel	1,343.16
134	CommunityCare HMO	Group Medical Coverage, August 2015	39,417.13
135	Office Everything of Pryor	A0815196; Office Material & Supplies	176.35
136	Wesco Distribution Inc.	20156271; CCP, Bid #887	190.00
137	Wesco Distribution Inc.	20156321; CCP, Material & Supplies	5,121.16
138	Delta Dental of Oklahoma	Group Dental Coverage, August 2015	2,305.02
139	G & M Auto and Wrecker Service	20158361; Equipment Maintenance, Trk #4	399.69
140	G & M Auto and Wrecker Service	20158368; Equipment Maintenance, Trk #23	229.43
141	G & M Auto and Wrecker Service	20158378; Equipment Maintenance, Trk #4	434.78
142	G & M Auto and Wrecker Service	20158379; Equipment Maintenance, Trk #2	2,311.50
143	Grand River Dam Authority	Purchased Electric; July 2015	714,267.38
144	P & K Equipment	20158375; Small Tool, Pole Saw	585.00
145	Green Country Testing	20158369; Testing	265.00
146	Hercules Industries, Inc.	20157337; Locks & Keys	535.40
147	Locke Supply	20158359; Material & Supplies	186.95
148	Melton's A/C & Appliance	20158356; Warehouse Maintenance, A/C Unit	2,500.00
149	Mehlburger Brawley	A1114342; CCP, Pmt #9, 9th Street Pump Station Imp.	2,859.00
150	Mehlburger Brawley	A0815192; General Engineer Fees	975.00
151	MESO/OMUSA	A0815190; 1st Qtr. Supervisor Course, Crisp & Stout	600.00
152	Mid Continent Concrete Co. Inc.	20158367; Concrete	467.25
153	Mike's Tire & Car Care	20148372; Equipment Maintenance	53.88
154	Pike Pass Government Account Services	A0815191; Turnpike Fees	31.96
155	O'Reilly Auto Parts	20158362; Equipment Maintenance	43.15
156	Oklahoma Ordnance Works Authority	Purchased Water for July 2015	54,485.39
157	Pryor Automotive Supply	20158364; Material & Supplies	352.87
158	Pryor Waste Recycling, LLC	Garbage Billing for July 2015	84,339.65
159	Pryor Lumber Company	20158363; Material & Supplies	225.60
160	Mayes County RWD4	WWTP Water Service, July 2015	18.05
161	Reliable Equipment & Service Co.	20157347; Small Tool, Dead End Hot Arm	2,772.72
162	Stuart C. Irby Co., Inc.	20156272; CCP, Bid #887	18,170.41
163	Tractor Supply Co. Credit Plan	20158366; Material & Supplies	351.82
164	HD Supply Waterworks	20155249; CCP, Bid #886	252.00
165	HD Supply Waterworks	20157333; Material & Supplies, Paint	310.11
166	The Water Shoppe	20157324; Material & Supplies, Chlorine	75.00
167	Unifirst Holdings Inc.	20158358; Uniform Rental, July/August 2015	570.24
168	Zee Medical Inc.	20158373; First Aid Supplies	108.30
169	Zee Medical Inc.	A0815194; First Aid Supplies	70.75
170	Mary Lou Carpenter	A0815198; Cleaning Service August 3-14, 2015	214.50
171	Sordahl Inc., PC, Fred H.	A0815188; Attorney Fees for July 2015	625.00
172	City of Pryor Creek	Allocation to City of Pryor Creek, Payment #1	46,000.00
173	City of Pryor Creek	Occupational Fee for July 2015 Garbage Billing	2,745.47
174	Courtside Benefits Group, LLC	Employee Benefits Service Fee for August 2015	790.02
175	Kolker & Kolker Inc.	A0815189; Consultant Fee FY Ending 30 June 2015	4,875.00
176	Metlife	Payroll Deduction for August 2015	162.75
177	Municipal Utility Board	Garbage Billing Fee for July 2015	5,490.93
178	Technical Programming Services Inc.	A0715186; Bill Print & Mailing, July 2015	1,324.87
179	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Donations, July 2015	112.58
180	VISA Control Card Services	A0715161; GIS Supplies & APPA Safety Manuals	369.35
181	Centerpoint Energy Services	Purchased Gas; July 2015	28,222.30
TOTAL			<u>1,186,453.78</u>