



MARCH 7, 2016

The Municipal Utility Board met in Regular Session at 7:01 PM on Monday, 7 March 2016 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. Harris, Dr. Lindsey, Ms. Mitchell, Dr. Sixkiller, and Mr. Roberts.

A motion was made by Dr. Lindsey and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held 15 February 2016. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Roberts, Sixkiller, Mitchell, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #836 - #904 totaling \$620,658.51 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Lindsey, and Harris Nay – none

The Board recognized Mrs. Cydney Baron of The Pryor Daily Times.

The Board recognized Mr. Steve Powell who reported he is planning to schedule a face to face meeting in late March with the Municipal Utility Board Staff and Willdan Economists.com Project Team on the Gas, Electric, Water, and Wastewater Cost of Service Analysis and Rate Design.

Mr. Powell discussed the preparation of the water sampling plan and the capital improvement master plan which he anticipates completing and reviewing with Mr. Pruett and Mr. Crisp before the next Board Meeting. Mr. Powell also gave a progress report on acquiring the easements on Old Airport Road which are needed to complete the loop project.

The Board recognized Mr. Pruett who asked the Board to revisit Agenda Item 3b, and then he invited Mr. Robert Wood to join the meeting that was already in progress.

The Board recognized Mr. Robert Wood who discussed the loss of his bearded dragon eggs and his tort claim denial by OMAG (Oklahoma Municipal Assurance Group). Mr. Wood expected the Board to pay between \$2,000 and \$5,000 on the denied claim to prevent a small claim filing against the Municipal Utility Board. Mr. Pruett agreed with the recommendation of the Oklahoma Municipal Assurance Group to deny this claim because the Municipal Utility Board had no prior notice of a defect or problem and when the report of partial power was received we responded and corrected the meter issue within the hour. Chairman Harris thanked Mr. Robert Wood for attending the meeting and the Board stood with OMAG's recommendation of claim denial.

The Board recognized Mr. Pruett who reported the RFP's (Request for Proposal) for the Natural Gas Requirements for the Municipal Utility Board of the City of Pryor Creek beginning May 1, 2016, has been sent to seven (7) potential suppliers and he requested a Special Meeting be held at Noon on Thursday, 24 March 2016 to discuss and possibly act on the RFP's (Request for Proposal) received.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to hold a Special Meeting at Noon on Thursday, 24 March 2016, to consider and possibly act on the RFP's (Request for Proposal) for the Natural Gas for the City of Pryor Creek. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Roberts, Lindsey, and Harris Nay – none

Mr. Pruett reported he was contacted by Mr. Mark Thatcher with Finley Engineering to inform him the connection to a GRDA (Grand River Dam Authority) 69kV Switch on the Pryor #3 Substation Project was not in alignment with the height of the circuit switcher MUB had recently purchased on Bid #891. To correct the alignment problem, the Municipal Utility Board will need to add the E12 Pedestal Option to Bid #891 at a cost of \$882.00, for a new total of \$78,663.00.

A motion was made by Dr. Lindsey and seconded by Mr. Roberts to add the 144-inch E12 Pedestal Option in the amount of \$882.00 to Bid #891 (Circuit Switch) for a new total of \$78,663.00. MOTION CARRIED. Votes cast as follows: Lindsey, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Mr. Pruett discussed the teleconference he and Mr. Crisp held with Mrs. JoLynn Rains of Willdan/Economists.com and the written Project Status Report on the Electric, Gas, Water, and Wastewater Cost of Service Study she provided. Mr. Pruett stated "the project is progressing on schedule and the project team is pleasurable to work with."

The Board recognized Mr. Jared Crisp who reported on a meeting he attended with Mayor Tramel and Mr. Pruett to discuss the possibility of providing utility services to the new E-Z Mart being built in Pryor City Limits behind the current E-Z Mart location at 6501 South Mill Street. He also reported John Stanford Architect for the Hotel located at 5401 South Mill Street is requesting a variance from a three-story to a four-story building during the City of Pryor Board of Adjustment Meeting currently in session upstairs.

Mr. Crisp also reported Cox Communication received their City of Pryor Building Permit to proceed with Phase II. Mr. Crisp will be attending and transporting Mr. Terry Adams, Mr. Andy Holman, Mr. Spencer Steffey, and Mr. Ryan Stout to Wagoner, Oklahoma to attend the free 4-day DEQ Water/Wastewater Certification Classes. This is the same location Mr. Chuck Bley attended last week and passed his "B" Wastewater Lab Exam which qualifies him for the position of Wastewater Plant Superintendent when Mr. Peter's retires.

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

A written Department Foreman's Report was presented.

Mr. Pruett discussed the evaluation process of three (3) current utility clerks to the vacant position of Assistant Purchasing Agent at the warehouse and recommended the promotion of Mrs. Nelda Budder to Assistant Purchasing Agent at a rate of \$19.82 per hour effective 10 March 2016.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to promote Mrs. Nelda Budder to Assistant Purchasing Agent (\$18.26 per hour to \$19.82 per hour) effective 10 March 2016. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Lindsey, and Harris Nay – none

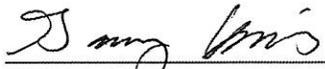
Mr. Pruett discussed the asset Mr. Mike Lincoln brings to the water department and recommended his promotion to B-Mechanic with Merit at a rate of \$20.90 per hour effective 10 March 2016.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to promote Mr. Mike Lincoln to B-Mechanic with Merit (\$20.13 per hour to \$20.90 per hour) effective 10 March 2016. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, Roberts, and Harris Nay – none

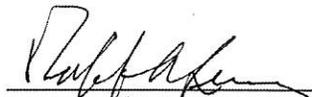
There was no unfinished or new business discussed.

There was no Attorney's Report.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to adjourn this meeting at 7:33 PM. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Lindsey, 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
905	Payroll	A0316064; Payroll ending 9 March 2016	61,613.00
906	RCB-Pryor	FICA-\$10,998.44 MED-\$2,572.10 FED-\$8,390.23	21,960.77
907	Oklahoma Tax Commission	SWH; Payroll Ending 9 March 2016	2,774.00
908	Red Crown Credit Union	Payroll Deduction Ending 9 March 2016	3,280.00
909	Oklahoma Centralized Support Registry	Payroll Deduction Ending 9 March 2016	373.46
910	Accurate Environmental LLC	A0316066; Water Samples	225.00
911	Centerpoint Energy Services, Inc.	Purchased Gas February 2016	211,086.13
912	CBI Wholesale Electric, LLC	2016395; Material & Repairs	113.24
913	Chouteau Lime Co., Inc.	2016392; Material & Supplies	368.79
914	CINTAS Corporation 063	2016394; Uniform Rental, February 2016	1,584.21
915	C & R Oil Co., Inc.	2016396; Fuel	1,396.85
916	Office Everything of Pryor	A0316067; Office Supplies & Shipping Fees	483.40
917	Airgas USA, LLC	2016385; Garage Supplies	141.63
918	Mid-America Boot Works	A1015260; Outerwear Uniform Clothing, Final Payment	549.96
919	Mickey Ragsdale	2016398; Equipment Maintenance, Grinder Motor	135.00
920	Pikepass	A0316065; Turnpike Fees, February 2016	52.21
921	O'Reilly Auto Parts	2016390; Material & Small Tools	155.95
922	Oklahoma Natural Gas Company	Transportation Fee for February 2016	5,756.51
923	Pryor Automotive Supply	2016391; Material & Supplies	600.80
924	Pryor Waste Recycling, LLC	Garbage Billing for February 2016	83,545.94
925	Pryor Lumber Company	2016386; Material & Supplies	410.13
926	Mayes County RWD 4	WWTP Water Service; February 2016	17.00
927	Sherwin-Williams Company	2016388; Paint	55.16
928	Stuart C. Irby Co., Inc.	2016269; Material & Supplies	484.60
929	Tractor Supply Credit Plan	2016393; Material & Small Tools	119.93
930	U S Cellular	Cellular Service for March 2016	621.72
931	HD Supply Waterworks	2016271; Material & Supplies	50.00
932	Beggs Pharmacy	2016263; Poison Ivy Cycle Rhus Tox (23 employees)	690.00
933	Advantage Testing	A0316063; Pre-Employment Testing (J. Richford)	60.00
934	City of Pryor Creek	Allocation to City of Pryor Creek, Payment #8	46,000.00
935	City of Pryor Creek	Occupational Fee for February 2016 Garbage Billing	2,719.44
936	City of Pryor Creek	AT&T Service for January & February 2016	520.82
937	Metlife	Payroll Deduction for March 2016	46.58
938	Municipal Utility Board	Garbage Billing Fee for February 2016	5,438.88
939	WA-RO-MA d/b/a C.A.R.D.	Share the Comfort Donations, February 2016	117.99
TOTAL			<u>453,549.10</u>