



AUGUST 1, 2016

The Municipal Utility Board met in a Regular Session at 7:00 o'clock PM on Monday, 1 August 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, Ms. Mitchell, Dr. Sixkiller, and Mr. Roberts.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to approve the minutes of the Regular Meeting held 18 July 2016. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to approve Claims #63 - #111 totaling \$230,905.31 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Mitchell, and Harris Nay – none

The Board recognized the numerous guest who were in attendance to learn more about the proposed rate increases (Agenda Item 5c). Also attending were Councilpersons White, Stott, and Noland as well as Cydney Baron from the Daily Times and Terry Alyward from The Paper.

The Board recognized Mr. Steve Powell who gave a progress report on the North Airport Road Project.

~Dr. Lindsey arrived at 7:05 PM~

The Board recognized Mr. Pruett who reported on the morning of 1 August 2016 he received a total of five (5) manuals of the Pryor Municipal Utility Board 2016 Electric, Gas, Water and Wastewater Utility Rate Study and Long Term Financial Plan prepared by the project team of Infrastructure Solutions Group LLC and Willdan/Economists.com. Mr. Pruett commented there is good sound information included in the study and he recommended the Board accept the final results. The manuals will remain the property of the Municipal Utility Board and will be stored in the administrative office. Only he or Mr. Crisp will check out the manuals like a library book for review.

A motion was made by Dr. Lindsey and seconded by Ms. Mitchell to accept the Pryor Municipal Utility Board 2016 Electric, Gas, Water and Wastewater Utility Rate Study and Long Term Financial Plan prepared by the project team of Infrastructure Solutions Group LLC and Willdan/Economists.com. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Sixkiller, Roberts, and Harris Nay – none

Mr. Pruett reported the installation of conduit and the footing is complete on the Pryor Sub Station #3 below grade construction. The transformer for Substation #3 is in transit and should arrive by 10 AM on Tuesday, 2 August 2016. Bid #888, awarded to Waukesha for the transformer, did not include off-loading the transformer. Emery Sapp & Sons, the below grade contractor, agreed to bring in a crane and off-load the transformer at a reduced fee (\$3,650 less than Waukesha) and keep this project on schedule; which is anticipated to be completed the first of the year. Mr. Pruett also reported that Emery Sapp & Sons is the sub-contractor on the bid awarded by Grand River Dam Authority for their side of construction at Pryor Substation #3.

Mr. Pruett reported that Finley Engineering Company, Inc. will open sealed bids for one lot of steel structures for Substation #3 in the Municipal Utility Board Room at 1:30 PM on Wednesday, 10 August 2016.

Mr. Pruett and Mr. Crisp used the Smartboard to give a visual presentation on the recommended gas, water, and electric residential rate modifications inside the corporate city limits effective 1 September 2016. The visual presentation compared the Pryor MUB current rate and proposed rate increases to other area municipal rates.

~Mayor Tramel arrived during the presentation at 7:17 PM~

The presentation also indicated the Utility Board 2016 Electric, Gas, Water and Wastewater Utility Rate Study and Long Term Financial Plan including a \$750,000 transfer to the City of Pryor Creek prepared by the project team of Infrastructure Solutions Group LLC and Willdan/Economists.com recommended at 15.7 percent increase in a twelve month total bill average. After several meetings with the City of Pryor Creek Budget Committee it became apparent the city leaders would not support the long term financial plan recommendations presented in the rate study so Mr. Pruett and Mr. Crisp reduced the long term capital improvement financial plan and presented a recommendation of a 10.1 percent increase in a twelve month total bill average. They also stated the \$750,000 annual transfer to the City of Pryor would be contingent on the City Council approving the recommended rate increases and would be pro-rated this fiscal year since we have already lost two months revenue due to the current rate structure.

Chairman Harris opened the floor for questions and comments from the attending guest and then he closed the discussion with a reminder of the Municipal Utility Board's obligation to provide reliable services to the citizens of the City of Pryor Creek in a safe, efficient, and courteous manner. Chairman Harris thanked the guest for their attendance and their interest in the utility rates as this Board and the City Council work together for the common good of the citizens of Pryor Creek.

Mayor Tramel discussed the City of Pryor Creek Budget and the shortfall in sales tax. Though the \$750,000 budget transfer from the Municipal Utility Board to the City of Pryor Creek would be appreciated it will not fix the City of Pryor Creek's financial difficulties.

A motion was made by Dr. Lindsey and seconded by Mr. Roberts to recommend to the Pryor Creek City Council that the inside city natural gas rate be modified from \$4.12 per MCF to \$6.466 per MCF with the minimum in accordance to the rate. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Roberts, Mitchell, Sixkiller, and Harris Nay – none

A motion was made by Dr. Lindsey and seconded by Ms. Mitchell to recommend to the Pryor Creek City Council that the inside city water rate be modified from \$3.65 per 1,000 gallons to \$4.25 per 1,000 gallons with the minimum in accordance to the rate. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Sixkiller, Roberts, and Harris Nay – none

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to recommend to the Pryor Creek City Council that the inside residential rate be modified from \$0.0860 per kWh to \$0.0903 per kWh with the minimum in accordance to the rate. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Mitchell, Lindsey, and Harris Nay – none

Mr. Pruettt will prepare a written request to the Pryor Creek City Council of the recommended residential rate modifications inside the corporate city limits effective 1 September 2016 and ask that it be placed on the 16 August 2016 City Council Agenda.

The Board recognized Mr. Jared Crisp who had no report.

The Board recognized Mrs. Teri Hill who reported fifty two (52) applications and resumes were received. She and the Head Clerk are reviewing them and plan to select five applicants to interview.

A written Department Foreman's Report was presented.

Chairman Harris recommended (Agenda Item 4b on 30 June 2016) Discussion/Possible action on Budget for Fiscal Year Ending 30 June 2016 be tabled until the City Council votes on the recommended residential rate modifications inside the corporate city limits effective 1 September 2016.

A motion was made by Dr. Lindsey and seconded by Mr. Roberts to table (Agenda Item 4b on 30 June 2016) Discussion/Possible action on Budget for Fiscal Year Ending 30 June 2017 be tabled until the City Council votes on the recommended residential rate modifications inside the corporate city limits effective 1 September 2016. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Roberts, Sixkiller, Mitchell, and Harris Nay – none

Chairman Harris recommended (Agenda Item 5b on 18 July 2016) Discussion/Possible action on Budget for Fiscal Year Ending 30 June 2017 be tabled until the City Council votes on the recommended residential rate modifications inside the corporate city limits effective 1 September 2016.

A motion was made by Mr. Roberts and seconded by Dr. Lindsey to table (Agenda Item 5b on 18 July 2016) Discussion/Possible action on Budget for Fiscal Year Ending 30 June 2017 be tabled until the City Council votes on the recommended residential rate modifications inside the corporate city limits effective 1 September 2016. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Lindsey, Sixkiller, Mitchell, and Harris Nay – none

There was no new business discussed.

There was no Attorney's Report.

A motion was made by Mr. Roberts and seconded by Ms. Mitchell to adjourn at 8:30 o'clock PM. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Sixkiller, Lindsey, and Harris Nay – none

  
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Chairman

  
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Secretary

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
112	Payroll	A0816208; Payroll ending 10 August 2016	63,733.92
113	RCB-Pryor	FICA-\$11,421.88; MED-\$2,671.22; FED-\$9,323.57	23,416.67
114	Oklahoma Tax Commission	SWH; Payroll Ending 10 August 2016	2,984.00
115	Red Crown Credit Union	Payroll Deduction Ending 10 August 2016	3,300.00
116	Oklahoma Centralized Support Registry	Payroll Deduction Ending 10 August 2016	215.51
117	Oklahoma State Tax Commission	July 2016 Sales Tax/August 2016 Estimated Tax	54,795.14
118	Accurate Environmental LLC	A0816193; THMs & HAAs Testing	745.00
119	Accurate Environmental LLC	A0816203; Water Samples	162.50
120	Accurate Environmental LLC	A0816203; Water Samples	50.00
121	Carrot-Top Industries Inc.	20168276; US Flags	94.59
122	Chouteau Lime Co. Inc.	20168279; Weedkiller & Sprayer	65.00
123	CINTAS Corporation	20168286; Uniform Rental; July 2016	1,705.01
124	CINTAS First Aid and Safety	A0816204; First Aid Kit Supplies	91.06
125	CINTAS First Aid and Safety	20168288; First Aid Supplies	227.79
126	C&R Oil Co., Inc.	20168289; Fuel	2,267.89
127	Office Everything of Pryor	A0816201; Office Supplies	37.59
128	Double D's Service Company	20168295; Repair; Truck #14	1,600.00
129	Fastenal Company	20168275; Bolts & Safety Glasses	275.71
130	Flower's by Teddie Rae	A0816199; Memorial Wreath; S. Crow	55.00
131	Grand River Dam Authority	Purchased Electric for July 2016	625,728.97
132	Green Country Paper Supply LLC.	20168281; Warehouse Supplies; cleaning & paper	87.07
133	P & K Equipment	20168287; Equip & Maint; Oil & Filter for Gator	29.54
134	Green Country Testing, Inc	20168299; Testing	430.00
135	Locke Supply Co.	20168278; Material & Small Tools	79.23
136	Melton's A/C & Appliance	20168298; Maint; Repair AC Unit; Warehouse	65.00
137	Mid-Continent Concrete Co.	20168280; Material & Supplies; Concrete	91.00
138	Mike's Tire & Car Care	20168290; Tires; Truck 11	547.92
139	Northwest Transformer Co., Inc.	20168292; Transformer Repair	629.00
140	O'Reilly Auto Parts	20168285; Equip Maint & Supplies	252.91
141	Oklahoma Ordinance Works Authority	Purchased Water; July 2016	68,253.23
142	Pryor Automotive Supply	20168283; Material & Supplies	521.65
143	Pryor Stone	20168293; Material; Crusher Run	307.20
144	Pryor Waste Recycling, LLC	Garbage Billing for July 2016	86,962.78
145	Pryor Lumber Co., LLC	20168282; Material & Supplies	136.19
146	Mayes County RWD 4	WWTP Water Service; July 2016	19.04
147	S & C Electric Company	A0216046; CCP; Substation 3 Circuit Switcher Final Pmt	78,663.00
148	Sadler Paper Company	A0816200; Cleaning and Paper Supplies	134.91
149	SPX Transformer Solutions Inc.	A1115287; CCP; Bid# 888, Substation 3 Trsfrmr Pmt 3	168,027.00
150	SPX Transformer Solutions Inc.	A1115287; CCP; Bid# 888, Substation 3 Trsfrmr Final Pmt	56,009.00
151	Techline Inc.	20167272; Material; Electric	806.50
152	The Paper	A0816198; Publishing; Utility Clerk Advertisement	50.00
153	The Paper	A0816205; Publishing; Legal Notice	67.02
154	Traffic Signals Inc.	20168277, LED Spotlights	534.00
155	Wade's Towing & Recovery	20168297; Tow Fee; Truck #13	450.00
156	HD Supply Waterworks, LTD	20164142; CCP; Bid# 893; Gas Material	1,008.00
157	Fred H. Sordahl, Inc., PC	A0816191; Attorney Fee; July 2016	2,577.50
158	City of Pryor Creek	Occupational Fee for July 2016	2,832.23
159	The Daily Times	A0816195; Publishing; Utility Clerk Advertisement	85.50
160	C.F.H.I dba The Times	A0816197; Publishing; Legal Notice	65.37
161	Kolker & Kolker, Inc.	A0816194; Consultant Fee; July 2016	3,020.00
162	Metlife	Payroll Deduction; August 2016	69.87
163	Municipal Utility Board	Garbage Billing fee for July 2016	5,664.46
164	Pryor Printing Inc	A0816192; Office Supplies; Misc Receipt Books	295.60
165	WA-RO-MA dba C.A.R.D	Share the Comfort for July 2016	107.94
166	Technical Programming Services Inc.	A0816202; Bill/Late Message Print & Mailing; July 2016	1,634.84
167	VISA Control Account	A0816202; Travel Expense; G. Pruet	11.92
168	Travis Willis	A0816207; MESO Supervisor Training; 2 August 2016	195.46
169	Bank of America Lockbox Services	Purchased Gas; July 2016	18,673.54
TOTAL			1,280,946.77

8-11-2016 9:39 AM

PAYROLL CHECK REGISTER

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PAYROLL NO: 1 PRYOR CREEK - M.U.B.

PAYROLL DATE: 8/12/2016

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

REGULAR CHECKS:	19	25,093.45
DIRECT DEPOSIT REGULAR CHECKS:	34	38,640.47
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
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TOTAL CHECKS:	53	63,733.92

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

\*\* END OF REPORT \*\*

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 7/28/16 TO 8/10/16**

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: Hannah Moore for Garry Pruitt  
 GENERAL MANAGER

APPROVED: Garry Harris by HM  
 CHAIRMAN

CLAIM # 0112

PURCHASE ORDER # A0816-208

8-11-2016 3:11 PM

PAYROLL CHECK REGISTER

PAGE: 1

PAYROLL NO: 1 PRYOR CREEK - M.U.B.

PAYROLL DATE: 8/12/2016

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
3795	SIXKILLER, ARTHUR L	M-M	4/08/2016	253.96CR	002126
3795	SIXKILLER, ARTHUR L	R	8/12/2016	253.96	002672

**PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR**  
**DATE: FROM 7/29/16 TO 8/10/16**

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 Gary Pruitt  
 GENERAL MANAGER

APPROVED: Garry Harris by smh  
 CHAIRMAN