



AUGUST 15, 2016

The Municipal Utility Board met in a Regular Session at 7:00 o'clock PM on Monday, 15 August 2016 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: Dr. Lindsey, Ms. Mitchell, Dr. Sixkiller, and Mr. Roberts. Mr. Harris was absent.

A motion was made by Dr. Lindsey and seconded by Ms. Mitchell to approve the minutes of the Regular Meeting held 1 August 2016. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Sixkiller, Roberts, Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #112 - #169 totaling \$1,280,946.77 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, Roberts Nay – none

Mr. Roberts moved to item 4.

The Board recognized Mr. Steve Powell who had no progress report for the Wastewater Treatment Plant. He did state that he would be meeting with Mr. Pruett and Mr. Crisp to discuss bid documents for North Airport Road Project on Tuesday, 16 August 2016.

The Board recognized Mr. Pruett who reported on the Pryor Substation #3 Project. He stated the fence was erected and the decorative fence may be delivered by the end of the week. The large foundation installation is in progress and the project is on track to be completed by the first of the year.

Mr. Pruett reported on the renewal of the General/Auto Liability Insurance Coverage with (OMAG) the Oklahoma Municipal Assurance Group. He stated the renewal would be \$33,366.00; down from last year. He also added there would be no change in coverage and he saw no apparent issues. Mr. Pruett stated that Ms. Hill audited the past coverage details and uncovered four vehicles that are no longer in MUB's possession. The premium was updated from the information. Mr. Pruett recommended accepting the renewal as presented.

A motion was made by Dr. Lindsey and seconded by Dr. Sixkiller to accept renewal of the General/Auto Liability Insurance Coverage with (OMAG) the Oklahoma Municipal Assurance Group at \$33,366.00. MOTION CARRIED. Votes cast as follows: Ayes –Lindsey, Sixkiller, Mitchell, Roberts Nay – none

Mr. Pruett reported on the renewal of the Municipal Property Protection Plan with (OMAG) the Oklahoma Municipal Assurance Group through Integrated Insurance Services. He stated the renewal would be \$20,892.63; up from last year roughly \$6,555.63. Mr. Pruett stated changes that affected the coverage as being the increased value of the current Substations to \$1.5 million each and the addition of the new Substation #3 for the same amount. Mr. Pruett recommended accepting the renewal as presented.

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to accept renewal of the renewal of the Municipal Property Protection Plan with (OMAG) the Oklahoma Municipal Assurance Group through Integrated Insurance Services at \$20,892.63. MOTION CARRIED. Votes cast as follows: Ayes –Sixkiller, Mitchell, Lindsey, Roberts Nay – none

Mr. Pruett reported that the Municipal Utility Board Budget for Fiscal Year ending 30 June 2017 has not been approved. The next Council meeting will be held Tuesday, 16 August 2016 to discuss and possibly act on the MUB's request for utility rate increase effective 1 September 2016. The final approval of the Municipal Utility Board Budget for Fiscal Year ending 30 June 2017 must be submitted to the State by 22 August 2016. Mr. Pruett recommended holding a special meeting to approve the Municipal Utility Board Budget for Fiscal Year ending 30 June 2017 on 18 August 2016 at 5:00 p.m.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to schedule a Special Board Meeting at 5:00 p.m. on 18 August 2016 to approve the Municipal Utility Board Budget for Fiscal Year ending 30 June 2017. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Lindsey, Roberts Nay – none

Mr. Crisp reported he has been working on GPS updates while Mr. Stout has been on vacation. He discussed the Foreman's Report and also stated that he has been meeting with the crews regularly and recently thanked them for a job well done. Lastly, he stated he has been working diligently on the Municipal Utility Board Budget for Fiscal Year ending 30 June 2017.

Ms. Hill reported claim #111 payable to Travis Willis was void due to an error by the Holiday Inn Express. Ms. Hill reported the third payment as well as the final payment for the Substation #3 Transformer was included in the claims list. She stated she will be transferring \$560,090.00 for the transformer from the Capital Improvement Account to the General Account. Ms. Hill reported that Mr. Hawkins with Integrated Insurance Services, will be at the warehouse on 23 August 2016 for the annual review of the Municipal Utility Board Money Purchase Retirement Plan and the 457 Retirement Savings Plan with our employees. Shelly Hammer was hired to fill the vacant Utility Clerk position in the Administrative Office. Lastly, she reported MUB received a card from Ms. Jessica Gore thanking the Board and Staff for the opportunity to work in the Summer College Student Summer Program.

A written Foreman's report was presented.

Mr. Pruett reported on Bid #898 (Structural Steel for the Pryor #3 Substation Project). Six (6) Bids were opened on Wednesday, 10 August 2016 at 1:30 p.m. in the MUB Board Room. Two (2) Bids were disqualified because they did not include anchor bolts which was a bid requirement. Mark Thatcher, Senior Reliability Engineer for Finley Engineering, Inc. recommended Falcon, a well-known steel manufacturer who provided the best lead time and simultaneously provided the lowest bid in the amount of \$102,213.00. Mr. Pruett agreed with the Engineer and recommended Board approval.

A motion was made by Dr. Sixkiller and second by Dr. Lindsey to award Bid# 898 (Structural Steel for the Pryor #3 Substation Project) to Falcon, a well-known steel manufacturer who provided the best lead time and simultaneously provided the lowest bid in the amount of \$102,213.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Lindsey, Mitchell, Roberts Nay – none

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to table items 7a and 7b until the Special meeting on 18 August 2016. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Lindsey, Roberts Nay – none

There was no new business discussed.

Mr. Sordahl thanked Cydney Baron for her recent article in The Times. He appreciated her clear, readable, and factual reporting.

A motion was made by Mr. Sixkiller and seconded by Ms. Mitchell to adjourn at 7:25 o'clock PM. MOTION CARRIED. Votes cast as follows: Sixkiller, Mitchell, Lindsey, Roberts Nay – none



Chairman



Secretary