MUNICIPAL PRYOR UTILITY BOARD

OCTOBER 3, 2016

The Municipal Utility Board met in a Regular Session at 7:00 o'clock PM on Monday, 3 October 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. Lindsey, Mr. Roberts, and Dr. Sixkiller.

Mr. Pruett reported a decrease of $195.56 on Line 45 of Bid #896 (Electric Material) because the aluminum wire spool was short 554 feet.

A motion was made by Dr. Lindsey and seconded by Mr. Roberts to decrease Line 45 of Bid #896 (Electric Material) $195.56 for a new Bid #896 total of $69,267.86 and approve the minutes of the Regular Meeting held 19 September 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 #304 - #345 totaling $219,020.95 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Roberts, Lindsey, and Harris Nay – none

The Board recognized Cydney Baron from the Daily Times who had no comments.

The Board recognized Mr. Steve Powell who reported on two bid advertisements. He received five (5) bid inquiries on the North Airport Road Project and three (3) bid inquires on the Wastewater Treatment Plant Fiber Optic Installation Project. Mr. Powell is preparing an Addendum to address concerns he received on the Fiber Optic Project Bid which will clarify the work already performed by the Municipal Utility Board Personnel. The bid opening for both of these projects is scheduled on October 24, 2016 in the Municipal Utility Board Room.

The Board recognized Mr. Pruett who discussed the Cost of Service/Rate Design Course sponsored by MESO and GRDA on October 18, 2016 in Oklahoma City, Oklahoma at a cost of $119.00 and recommended the Board allow Mr. Crisp to make the day trip to attend.

A motion was made by Dr. Lindsey and seconded by Dr. Sixkiller to allow Mr. Crisp to attend the Cost of Service/Rate Design Course sponsored by MESO and GRDA on October 18, 2016 in Oklahoma City, Oklahoma at a cost of $119.00. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Sixkiller, Roberts, Mitchell, and Harris Nay – none

Mr. Pruett discussed the recent mubpryor.org website breach and the Cyber Security Course sponsored MESO, GRDA and OMPA on November 17, 2016 at a cost of $99 each and recommended the Board allow Mr. Crisp and Mr. Stout to make the day trip to attend.

A motion was made by Ms. Mitchell and seconded by Dr. Sixkiller to allow Mr. Crisp and Mr. Stout to attend the Cyber Security Course sponsored MESO, GRDA and OMPA on November 17, 2016 at a cost of $99 each. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Sixkiller, Lindsey, Roberts, and Harris Nay – none

Mr. Pruett reported the control house building is set on the slab and the electric department delivered the relay panels to the Pryor Substation #3 job site. The electric department will be working on the front of the Substation #3 job site during the next two weeks.

Mr. Pruett received the Above Ground Bid for Pryor Substation #3 prepared by Finley Engineering for review and is waiting for a reply on a few minor adjustments he recommended.

Mr. Pruett discussed payment options to GRDA (Grand River Dam Authority) on the 69kV side of the Pryor #3 substation project which has an estimated cost in excess of $2 million dollars. Mr. Pruett has not received a response to his proposal to begin making monthly payments for the remainder of this fiscal year and bill the balance of the cost of the project on 1 July 2017.

The Board recognized Mr. Jared Crisp who reported on several meetings with developers wanting to build duplexes in the City of Pryor Creek. Mr. Crisp also reported the warehouse crews are staying busy and updated the Board on several projects including Phase I, II, and III on the water fire line near the Wal-Mart and Oakwood area.

Mr. Crisp will be reviewing and updating job descriptions for all employees of the Municipal Utility Board.

Mr. Crisp also reported Dr. Dill's nursing staff will be administering flu shots at the MUB warehouse from 7:45 AM to 8:15 AM on Friday, 7 October 2016, and extended an invitation to the Board Members who want to participate.

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

A written Department Foreman's Report was presented.

Mr. Pruett discussed the work ethics of Mr. Nocona Ingram and recommended the Board reclassify Mr. Nocona Ingram from a Probationary Employee to a Regular Employee and promote him to a 3rd Year Apprentice Lineman Non-merit ($23.99 per hour to $26.13 per hour) effective 22 September 2016.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to reclassify Mr. Nocona Ingram from a Probationary Employee to a Regular Employee and promote him to a 3rd Year

Apprentice Lineman Non-merit ($23.99 per hour to $26.13 per hour) effective 22 September 2016. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Lindsey, Mitchell, and Harris Nay – none

There was no unfinished or new business discussed.

There was no Attorney's Report.

A motion was made by Mr. Roberts and seconded by Dr. Lindsey to adjourn at 7:27 o'clock PM. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Lindsey, Mitchell, Sixkiller, and Harris Nay – none

Chairman

Secretary

17 October 2016

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
346	Payroll	A1016-246; Payroll ending 5 October 2016	62,979.53
347	RCB-Pryor	FICA-$0.20; MED-$3.00; FED-$0.00	3.20
348	RCB-Pryor	FICA-$11,218.92; MED-$2,623.74; FED-$8,663.23	22,505.89
349	Oklahoma Tax Commission	SWH; Payroll Ending 5 October 2016	2,873.00
350	Red Crown Credit Union	Payroll Deduction Ending 5 October 2016	3,300.00
351	Oklahoma Centralized Support Registry	Payroll Deduction Ending 5 October 2016	215.51
352	Oklahoma Employment Security Comm.	3rd QTR 2016 Unemployment Tax	290.70
353	Oklahoma State Tax Commission	Sept 2016 Sales Tax /Oct 2016 Est Tax	47,852.54
354	Arkansas Electric Coop., Inc.	20169-370; Material & Supplies	208.00
355	Accurate Environmental LLC	A1016-257; Water Samples	112.50
356	B&B Meter Service	20169-371; Material & Supplies; Repair of Meters	5,268.25
357	Brenntag Southwest, Inc.	20169-362; Chlorine/Sulfer Dioxide	884.07
358	Chouteau Lime Co. Inc.	201610-373; Material & Supplies; Drum Oil & Garlon	460.00
359	CINTAS Corporation 063	201610-384; Uniform Rental; September 2016	1,600.30
360	Office Everything of Pryor	A1016-258; Supplies & Shipping fees	120.37
361	Enviro-Tec America	201610-386; Sept 2016 SIR Reports	75.00
362	Enviromental Systems Research Institute, Inc.	A1016-241; ARCGIS Desktop Renewal	400.00
363	ABS Communications, Inc.	A1016-251; Phone Case & iPhone 7 Upgrade	164.89
364	Grand River Dam Authority	Purchased Electric; September 2016	555,911.96
365	Grand River Dam Authority	A1016-248; PMT#1; Sub#3 69kV feeder	59,879.51
366	P & K Equipment	201610-389; HY Gard for John Deere Backhoe	64.52
367	Green Country Paper Supply LLC.	201610-378; Warehouse Cleaning & Paper Supplies	150.39
368	Green Country Testing, Inc	201610-383; Testing	355.00
369	JL Matthews Company, Inc.	20169-354; Small Tools	522.90
370	Kriz-Davis Company	20169-355; Material & Supplies; Compression Connector	45.10
371	Landmark Surveying, LLC	A1016-255; Survey Fees; Old Airport Rd.	300.00
372	MESO/OMUSA	A1016-243; Training; Cost of Service Rate Design - Crisp,	119.00
373	MESO/OMUSA	A1016-244; Cyber Security Seminar; Crisp & Stout	198.00
374	Mid-Continent Concrete Co.	201610-372; Material & Supplies; Concrete	1,313.25
375	Mike's Tire & Car Care	201610-376; Flat Repair for Dumptruck & 2 Tires Truck 5	329.80
376	Northwest Tranformer Co, Inc.	20169-360; Material & Supplies; Transformer Repair	2,212.00
377	O'Reilly Auto Parts	201610-379; Vehicle Maintenance & Supplies	177.42
378	Oklahoma Ordinance Works Authority	Purchased Water for September 2016	57,780.37
379	Pryor Automotive Supply	201610-374; Maintenance of Equip & Supplies	502.29
380	Pryor Stone	201610-387; Gravel; New Hotel	1,339.11
381	Pryor Waste Recycling, LLC	Garbage Billing for September 2016	87,146.26
382	Pryor Lumber Co, Inc.	201610-375; Material, Supplies, & Small Tools	319.35
383	Mayes County RWD 4	September 2016; Water Service at WWTP	17.61
384	S & D Electric Motor Inc.	201610-381; 9th Street Lift Station Pump Repair	3,500.00
385	Tractor Supply Credit Plan	201610-382; Material, Supplies, & Small Tools	54.44
386	HD Supply Waterworks, LTD	20169-353; Material & Supplies	1,485.94
387	White Star Machinery	20169-367; Maintenance of Equip; 334D Trackhoe	201.91
388	City of Pryor Creek	September 2016 Occupational Fee	2,837.97
389	City of Pryor Creek	Workers Comp Fees; August 2016	5,665.84
390	City of Pryor Creek	Pro-rated Allocation to City; Payment #3	62,500.00
391	C.F.H.I dba The Times	A1016-256; Publishing of Legal Advertisments	103.09
392	Fred H. Sordahl, Inc., PC	Attorney Fee; September 2016	585.00
393	AGES Computers	A1016-245; Computer Security 3yr License Renwal (23)	1,034.75
394	Kolker & Kolker, Inc.	A1016-253; Consultant Fee; October 2016	1,100.00
395	Metlife	Payroll Deduction; September 2016	46.58
396	Municipal Utility Board	Garbage Billing fee for September 2016	5,675.93
397	Pryor Printing Inc	A1012-250; #10 Window Envelope	166.28
398	Technical Programming Services Inc.	A0916-237; Bill Print & Mailing; September 2016	2,159.15
399	Technical Programming Services Inc.	A1016-252; Bill Print & Mailing; October 2016	30.08
400	WA-RO-MA dba C.A.R.D.	Share the Comfort for September 2016	79.65
401	Control Account Card Services	A1016-247; Website Security (5yr) & Backup Software (1yr)	509.25
402	Travis Willis	A1016-249; MESO Supervisor Training, 4 October 2016	200.90
403	Bank of America Lockbox Services	Purchased Gas; September 2016	20,080.24
		TOTAL	1,026,014.59

PAYROLL NO: 1 PRYOR CREEK - M.U.B. PAYROLL DATE: 10/07/2016

*** REGISTER TOTALS ***

REGULAR CHECKS:	19	24,551.80
DIRECT DEPOSIT REGULAR CHECKS:	35	38,427.73
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	54	62,979.53

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 9-22-16 **TO** 10-5-16

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: Jesi M. Hill for Gary Pruett
GENERAL MANAGER

APPROVED: Darry Harris by DMS
CHAIRMAN

Claim # 0346

PO # A1016-246