



NOVEMBER 7, 2016

The Municipal Utility Board met in a Regular Session at 7:00 p.m. on Monday, 7 November 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 17 October 2016. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Roberts, Mitchell, Sixkiller, and Harris Nay – none

A motion was made by Dr. Sixkiller and seconded by Ms. Mitchell to approve Claims #404 - #474 totaling \$938,302.50 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Mitchell, Lindsey, Roberts, and Harris Nay – none

The Board recognized Mrs. Cydney Baron who had no comments.

The Board recognized Mr. Steve Powell who discussed the bid opening on 24 October 2016 for the North Airport Road Borings and the Fiber Optics Installation from the 9th Street Lift Station to the Wastewater Treatment Plant. Five (5) contractors checked out bid plans on the North Airport Road Project and two (2) competitive bids were received. Mr. Powell recommended the low bid from Jaybelle Construction, LLC of Rose, Oklahoma, in the amount of \$16,784.00. Three (3) contractors checked out bid plans and two (2) bids exceeding the estimated cost were received on the Wastewater Treatment Plant Fiber Optic Installation Project. Mr. Powell recommended the Board reject all bids and re-bid the project emphasizing notification of all area contractors.

Mr. Powell also reported building permits were issued by the City of Pryor Creek for the new hotel next to Wal-Mart and for the Pryor Public School Administrative Office (former Washington Elementary School) Project.

Mr. Pruettt discussed the bid for the North Airport Road Borings under West 470 Road (aka Airport Road) for the extension of water and natural gas lines. Mr. Pruettt agreed with the Engineer's recommendation to award the contract to Jaybelle Construction, LLC of Rose, Oklahoma, who had the low bid of \$16,784.00.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to award the contract for the North Airport Road Borings under West 470 Road (aka Airport Road) for the extension of water and natural gas lines to Jaybelle Construction, LLC of Rose, Oklahoma, who had the low bid of \$16,784.00. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Lindsey, Mitchell, and Harris Nay – none

Mr. Pruett discussed the need for an additional bore under an extra wide driveway located on the North Airport Road Project that was brought to his attention after the published bid for the North Airport Road Borings. He will request a quote from Jaybelle Construction for a possible change order on the bid for the North Airport Road Borings.

Mr. Pruett discussed the bid for the Fiber Optics Installation from the 9th Street Lift Station to the Wastewater Treatment Plant and agreed with the engineer's recommendation to reject all bids and re-bid the project emphasizing notification of all area contractors.

A motion was made by Dr. Lindsey and seconded by Ms. Mitchell to reject all bids received for the installation of a fiber-optic cable from the 9th Street Lift Station to the Wastewater Treatment Plant and to re-bid the project emphasizing notification of all area contractors. MOTION CARRIED. Votes cast as follows: Ayes – Lindsey, Mitchell, Roberts, Sixkiller, and Harris Nay – none

Mr. Pruett discussed bid #899 and agrees with, Finley Engineer, Mr. Mark A. Thatcher's recommendation to accept the low bid of \$266,328.88 from Electricomm Inc. for the above ground construction of Pryor #3 Substation.

A motion was made by Mr. Roberts and seconded by Dr. Sixkiller to accept the low bid of \$266,328.88 from Electricomm Inc. for the above ground construction of Pryor #3 Substation. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Sixkiller, Lindsey, Mitchell, and Harris Nay – none

Mr. Pruett reported the Municipal Utility Board and Grand River Dam Authority's below grade construction at Substation #3 has been completed and he expects the steel for the next phase to be delivered Wednesday (9 November 2016). Mr. Pruett expects Substation #3 to be online by spring.

Mr. Pruett reported Mr. Kurt Schultz with Courtside Benefits will be attending the scheduled Special Ordinance / Insurance Meeting for the City of Pryor Creek at 5:30 p.m. on 9 November 2016. Mr. Pruett asked the Municipal Utility Board Budget Committee if they could meet with Mr. Schultz at 6:30 p.m., after the special meeting. Ms. Lorri Mitchell and Dr. Art Sixkiller were both available to meet with Mr. Schultz. Dr. Robert Lindsey is the alternate budget committee member and is also available to meet at 6:30 p.m. on 9 November 2016.

The Board recognized Mr. Crisp who reported on his attendance with Mr. Pruett at the MESO Board Retreat held at Sequoyah State Park. He also reported he is preparing a spread sheet of the insurance options and it should be ready for review by the Board at the next regular meeting on 21 November 2016. The review of the job descriptions has been moved back because of the recent earthquake in Cushing, Oklahoma. The (Oklahoma Corporation Commission) OCC Inspector sent an email request, to our Natural Gas Foreman Roger Eichelberger, to prepare an

Earthquake Policy for the Municipal Utility Board O&M Manual (operations and maintenance manual).

The Board recognized Mrs. Teri Hill who reported on the extension of Donald Dunn's Worker's Compensation Leave. She also reported, Jan Early, a billing clerk has returned to work after shoulder surgery but still needs to attend physical therapy twice a week for six-weeks.

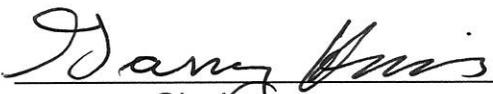
Mrs. Hill reported our summer college student, Ms. Jessica Gore, will be returning to our business office during the 2016 Christmas Break (9 December 2016 to 17 January 2017) and hopefully next summer while Mrs. Kacee Smalley is on maternity leave.

A written Department Foreman's Report was presented.

There was no unfinished or new business discussed.

There was no Attorney's Report.

A motion was made by Dr. Sixkiller and seconded by Mr. Roberts to adjourn at 7:30 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Sixkiller, Roberts, Lindsey, Mitchell, 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
475	Payroll	A1116291; Payroll ending 16 November 2016	61,512.44
476	RCB-Pryor	FICA-\$10,894.72 Med-\$2,547.88 Federal \$7,850.21	21,292.81
477	Oklahoma Tax Commission	SWH; Payroll ending 19 November 2016	2,702.00
478	Red Crown Credit Union	Payroll Deduction Ending 16 November 2016	3,300.00
479	Oklahoma Centralized Support Registry	Payroll Deduction Ending 16 November 2016	215.51
480	Principal Financial Group	Regular Retirement for November 2016	19,860.95
481	Principal Financial Group	457 Retirement Savings for November 2016	10,255.79
482	Principal Financial Group	457 Loan Repayment for November 2016	64.00
483	AFLAC	Payroll Deduction for November 2016	1,165.92
484	Altec Industries Inc.	201611431; Pump Compensator for Trk #14	675.00
485	Accurate Environmental LLC	A1116279; Water Samples	112.50
486	Chouteau Lime Co., Inc.	201611414; Copper Sulfate	48.00
487	CINTAS Corporation #063	201611430; Uniform Rental for October 2016	1,650.01
488	CINTAS First Aid & Safety	201610403; First Aid Supplies	556.38
489	C & R Oil Co., Inc.	201611432; Fuel and Hydraulic Fluid	1,571.68
490	Office Everything of Pryor	A1116280; Calendars and Supplies	368.06
491	Delta Dental of Oklahoma	Group Dental for November 2016	2,286.16
492	Enviro-Tec America	201611415; SIR Reports for October 2016	75.00
493	ETI, a Palfinger Company	201611418; Emergency Stop Valve for Trk #2	139.27
494	Falcon Steel America	A0816211; Bid #898, Substation #3 Steel Structure, Only Pmt	60,217.00
495	ABS Communications Corporate	201610395; Phone Case and Screen Protector	119.98
496	Green Country Paper Supply LLC	201611425; Cleaning and Paper Supplies	48.00
497	Green Country Testing, Inc.	201611421; Testing	505.00
498	Gall's Inc.	201610404; Surface Mount LED Lights	182.17
499	HACH Company	201610411; Chlorine, Accuvac Pack	246.49
500	JT's Auto Repair	201611423; Starter for Trk #17	189.25
501	Airgas USA, LLC	201611429; Monthly Cylinder Rental	59.18
502	Lakeland Office Systems	A1116293; Sharp MX5140N Office Copies (22,316)	300.43
503	Mid-Continent Concrete Company	201611433; Concrete	396.00
504	Mike's Tire & Car Care	201611424; Set of tires and brakes for Trk #8	823.44
505	Northwest Transformer Co., Inc.	201611426; Transformer Repair	524.00
506	Oklahoma One-Call System, Inc.	A1116289; Annual 2017 Member Service Fee	331.42
507	O'Reilly Auto Parts	201611413; Vehicle Maintenance and Supplies	161.33
508	Oklahoma Natural Gas Company	Transportation Fee for October 2016	5,755.02
509	Pryor Automotive Supply	201611416; Vehicle and Equipment Maintenance	478.24
510	Pryor Waste Recycling, LLC	Garbage Billing for October 2016	86,672.94
511	Pryor Lumber Co., Inc.	201611419; Material and Small Tools	639.18
512	Mayes County RWD 4	WWTP Water Service for October 2016	17.00
513	Roberts Auto Center	201610410; Rod and Grommet for Trk #23	48.58
514	Robin's Nest Flowers & Gifts	201610396; Memorial Arrangement, Mrs. Shelton	75.00
515	Sadler Paper Company	A1116292; Towels	26.28
516	Sherwin Williams Company	201611428; Paint and Brushes	65.67
517	Tractor Supply Credit Plan	201611422; Supplies and Tool Box for Trk #15	334.95
518	U S Cellular	Cellular Service for November 2016	627.55
519	H D Supply Waterworks, Ltd.	201610388; Material & Supplies	496.12
520	H D Supply Waterworks, Ltd.	201610394; Permatex Pipe Dope	178.68
521	H D Supply Waterworks, Ltd.	201610405; Probe Rod and Conversion Kit	700.00
522	H D Supply Waterworks, Ltd.	201610408; Casing Spacers & Lube	127.20
523	H D Supply Waterworks, Ltd.	201611417; 6" MJ Accessory Sets	626.80
524	White Star Machinery	201611420; Equipment Maintenance, Trackhoe	319.39
525	City of Pryor Creek	Occupational Fee for October 2016 Garbage Billing	2,822.50
526	City of Pryor Creek	Pro-Rated Allocation to City; Payment #4	62,500.00
527	Bart Heins, Fiber Interactive Technologies	A1116282; Fiber Installation at Tiger Sports Complex	1,633.60
528	AGES Computers	A1116294; APC Back-ups and 1 yr. Kaspersky License	114.98
529	Municipal Utility Board	Garbage Billing Fee for October 2016	5,644.99
530	WA-RO-MA d/b/a/ C.A.R.D.	Share the Comfort, October 2016	97.20
531	VISA Control Account Card Services	A1116288; Nine (9) Administrative O/T Meals	61.48
532	Visual Force, Inc.	A1116287; Laptop Mount for Trk #15	315.00
533	Rick or Darla Langkamp	A1116290; Reimbursement for New Sewer Tap	400.00
534	Hinton, Michael Ryan	A1116286; Travel Expense, MESO Capacitor Workshop	161.10
535	Bank of America Lockbox Services-CNEG	Purchased Gas for October 2016	26,723.89
		TOTAL	389,618.51

11-17-2016 11:31 AM

PAYROLL CHECK REGISTER

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

PAYROLL DATE: 11/18/2016

*** REGISTER TOTALS ***

REGULAR CHECKS:	17	23,151.74
DIRECT DEPOSIT REGULAR CHECKS:	31	38,360.70
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	48	61,512.44

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 11/10/2016 TO 11/10/2016

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 Harris
 GENERAL MANAGER

APPROVED: Garry Harris by HM
 CHAIRMAN

CLAIM # 0475

PO# A1116-291