



March 18, 2024

The Municipal Utility Board met in a Regular Session at 6:00 p.m. on Monday, March 18, 2024, with Chairman Harris presiding. The agenda was posted outside in the Pryor City Hall Bulletin Case at 12 North Rowe Street. Members present were: Mr. Garry Harris, Dr. Ken Rains, Ms. Lorri Mitchell, and Mr. Mark Roberts. Absent: Dr. Art Sixkiller.

Guest attending was Mrs. Jennifer Adams.

A motion was made by Dr. Rains and seconded by Mr. Roberts to approve the minutes of the Regular Meeting held March 4, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris Nay – none

The Board recognized Mr. Crisp who presented the claims for approval.

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to approve Claims #0990 - #1057 totaling \$941,189.99 for payment. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, and Harris Nay – none

The Board recognized there were no persons having business with the Board and requested Mr. Crisp to move to the Engineer's Report.

Mr. Crisp updated the Board on the WWTP 9th Street Lift Station pump repair. He discussed his findings and the reason MUB has already began the process to purchase a HOMA AKX846-380/52G/C with a 52 hp rated motor running at 1,200 rpm in the amount of \$46,700.00 that would be available in seven to eight weeks.

Mr. Crisp moved to the General Manager's Report. He discussed the selection of a Budget Committee for Fiscal Year ending June 30, 2025.

A motion was made by Mr. Roberts and seconded by Mr. Harris to approve Ms. Lorrie Mitchell, Dr. Ken Rains, and Dr. Sixkiller as alternate on the Budget Committee for Fiscal Year ending June 30, 2025. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris Nay – none

Mr. Crisp updated the Board regarding cash collections through the payment kiosk also known as JACK that is a bilingual, self-service, 24/7 payment solution that was implemented in 2021. He stated that the kiosk has taken 31.2% of the payments received during the period of March 2023 to March 2024 which totals \$4.5±mil. He was pleased with the positive return on investment.

Mr. Crisp updated the Board regarding the annexation forecast for The District and gave a visual presentation of the proposed expansion and growth as well as discussed the Memorandum of Understanding between

the City of Pryor Creek, Municipal Utility Board, and the Oklahoma Ordinance Works Authority regarding the extension of utilities.

The Board recognized Mr. Travis Wills. He reported the Employee Access Door was installed for entry through the vehicle bays on the Westside of the warehouse. The new entrance would improve the longevity of the automatic entrance gate.

The Board recognized Ms. Hannah Moore who had no Office Manager's Report.

Mr. Crisp announced to the Board Ms. Hannah Moore had given her resignation March 4, 2024, this would be her last official board meeting and her last day of employment would be March 22, 2024. He along with the Board thanked Ms. Moore for her time with the Municipal Utility Board and wished her well.

The Department Foreman's Report was presented with no comments.

Mr. Crisp discussed and agreed with Mr. Travis Whitenack's recommendation to promote Mr. Chisholm Rice to C Mechanic with Merit in the Natural Gas Department effective March 14, 2024.

A motion was made by Dr. Rains and seconded by Mr. Roberts to promote Mr. Chisholm Rice to C Mechanic with Merit (\$24.30 to \$25.42) in the Natural Gas Department effective March 14, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Roberts, Mitchell, Rains, and Harris Nay – none

Mr. Crisp discussed and agreed with Mr. Travis Whitenack's recommendation to promote Mr. Kacey Conseen to C Mechanic Non-Merit in the Natural Gas Department effective March 14, 2024.

A motion was made by Dr. Rains and seconded by Mr. Roberts to promote Mr. Kacey Conseen to C Mechanic Non-Merit (\$24.12 to \$25.05) in the Natural Gas Department effective March 14, 2024. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Rains, and Harris Nay – none

There was no Unfinished Business or New Business to discuss.

~ Terry Aylward of The Paper entered at 6:28 pm ~

The Board recognized Mr. Ben Sherrer who reported on a Memo dated March 15, 2024 he prepared that was in response to a question raised by the Pryor Creek City Council of the extension of utilities to The District.

A motion was made by Mr. Roberts and seconded by Dr. Rains to adjourn at 6:31 p.m. MOTION CARRIED. Votes cast as follows: Ayes – Rains, Harris, Roberts, and Mitchell Nay – none


Chairman


Secretary

April 1, 2024

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

CL#	NAME	PO#/DESCRIPTION	AMOUNT
1058	Payroll	A0324061; Payroll Ending March 27, 2024	\$ 87,556.57
1059	Bank of Commerce	FICA \$15,247.94; Med \$3,566.16; Federal \$10,279.33	\$ 29,093.43
1060	Oklahoma Tax Commission	A0324061; Payroll Ending March 27, 2024	\$ 4,577.00
1061	Oklahoma Centralized Support Registry	A0324061; Payroll Ending March 27, 2024	\$ 1,101.71
1062	Kansas Payment Center/SG10DM000494	A0324061; Payroll Ending March 27, 2024	\$ 83.54
1063	CNCSPC (Cherokee Nation OCSS)	A0324061; Payroll Ending March 27, 2024	\$ 353.67
1064	Principal Financial Group	457 Retirement Savings For March 2024	\$ 41,937.51
1065	Principal Financial Group	MMP Retirement Contributions For March 2024	\$ 23,785.36
1066	Principal Financial Group	457 Loan Repayments For March 2024	\$ 5,130.51
1067	Agriland FS, Inc.	20243144; Fuel	\$ 1,629.00
1068	Amazon Capital Services	20243136; Small Tools	\$ 122.04
1069	Altec Industries, Inc.	20243148; Trk # 16 Maintenance	\$ 562.56
1070	Arkansas Electric Coop., Inc.	2024268; Bid # 950 Electric Material	\$ 2,582.10
1071	Blackwell Lock & Key	20243140; Warehouse Maintenance	\$ 85.00
1072	Bluecross Blueshield Of Oklahoma	Group Medical Coverage For April 2024	\$ 45,055.19
1073	C&M Supply Inc.	20243141; Latex Gloves	\$ 49.89
1074	Couch Construction, LLC.	20243146; Warehouse Maintenance	\$ 2,700.00
1075	CBI Wholesale Electric	20243145; Maintenance at 9th Lift Station; Small Tools	\$ 2,297.27
1076	Cove Environmental, LLC.	20243135; Quarterly BioMonitoring	\$ 1,600.00
1077	Delta Dental Of Oklahoma	Group Dental Coverage For April 2024	\$ 4,046.18
1078	Green Country Testing, Inc.	20243153; Waste Water Testing	\$ 495.00
1079	Airgas USA, LLC	20243150; Nitrogen for Substations	\$ 55.18
1080	Border States Industries, Inc.	20238401; Bid # 948 Electric Material	\$ 2,270.00
1081	Border States Industries, Inc.	2024269; Bid # 950 Electric Material	\$ 6,631.00
1082	Lakeland Office Systems	A0324060; Office Copies	\$ 385.04
1083	Koons Gas Measurement	20243130; Gas Material	\$ 10,175.11
1084	Mayes County Treasurer	A0324059; FY 2023-2024 Pictometry Fee	\$ 5,000.00
1085	Oklahoma Natural Gas Company	Transportation Fees for February 2024	\$ 17,934.74
1086	Pryor Stone Inc.	20243152; Rock	\$ 504.14
1087	R&L Tires LLC.	20243155; Trk # 11 Maintenance	\$ 115.50
1088	Ranchers Pipe & Steel Corp.	20243142; Fence for Warehouse Addition	\$ 6,221.65
1089	Sherwin-Williams Co.	20243147; Gas Meter Paint	\$ 100.91
1090	Stuart C. Irby	2024130; Quote # 951 Gas Material	\$ 340.00
1091	Springdale Tractor Co.	20243134; Kubota Zero-Turn Mower	\$ 7,993.72
1092	Springdale Tractor Co.	20243139; Echo Weed Eater and Leaf Blower	\$ 609.98
1093	Warren Cat	20243106; Backhoe Front Tire	\$ 307.98
1094	Core & Main	2024150; Water Material	\$ 213.32
1095	Core & Main	2024285; Water Material	\$ 1,410.00
1096	Core & Main	20243103; Water Material-Whataburger Project	\$ 3,925.00
1097	Core & Main	20242102; Water & Sewer Material-Ivy Ridge Project	\$ 21,664.59
1098	Capital One Wal Mart	20243154; Computer Maintenance and Warehouse Supplies	\$ 334.28
1099	2J's Electric Inc.	20243118; Wiring Upgrade to Fuel Tanks at Warehouse/WWTP	\$ 6,600.00
1100	Absolute Technologies	A0324057; Computer Replacement/Laser Printer	\$ 188.99
1101	Mutual Of Omaha	Group AD&D Coverage For April 2024	\$ 1,148.20
1102	Fiber Interactive Technologies	Voice, Fax, & Internet Service For March 2024	\$ 705.78
1103	Dearborn Life Insurance Company	Group LTD Coverage For April 2024	\$ 1,544.49
1104	Municipal Utility Board	Utilities For March 2024	\$ 19,884.51
1105	VSP Insurance Co. (CT)	Payroll Deduction For April 2024	\$ 847.75
TOTAL			<u>\$ 371,955.39</u>

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

PAYROLL DATE: 3/28/2024

*** REGISTER TOTALS ***

REGULAR CHECKS:		
DIRECT DEPOSIT REGULAR CHECKS:	45	87,556.57
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	45	87,556.57

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL STATEMENT MUNICIPAL UTILITY BOARD CITY OF PRYOR
DATE: FROM 3-14-24 TO 3-27-24

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:

GENERAL MANAGER

APPROVED:

CHAIRMAN

Claim #: 1058

PO# : A0324-061