



## Official Minutes of PAYNE COUNTY BUDGET BOARD

The Payne County Budget Board met in a regular meeting of the board at 11:00 a.m. on **Monday, January 11, 2021** at the Payne County Administration Building, Commissioner Meeting Room, Suite 200 located in Stillwater, Oklahoma.

**Chairman Reding called the meeting to order:** at 11:00 a.m.

**The following members were present:**

**Chris Reding** - Commissioner District 2, **Carla Manning** - Treasurer, **James Cowan** – Assessor, **Glenna Craig**- County Clerk, **Joe Harper** – Sheriff, **Zach Cavett** - Commissioner District 1, **Rocky Blasier**- Commissioner District 3, **Lori Allen** – Court Clerk. Also, in attendance various department heads, employees, and media.

**Approve minutes of the previous meeting of the board:** The Clerk’s Office presented minutes from the previous meeting. Motion by Cavett to approve the minutes, second by Manning. Roll Call Vote: Blasier-Yes, Cavett-Yes, Harper-Yes, Craig-Yes, Allen-Yes, Cowan-Abstain, Manning-Yes, Reding-Yes.

**Financial Reports:**

**Cash Appropriations:** Cash Appropriations have been certified by the County Treasurer as of January 6, 2021; these have also been approved by BOCC:

3	Alcoholic Bev. Tax	\$30,582.06
#0001	General	
#1102	Highway	\$603,992.43
#1103	CBRI - 105 Monies	\$21,426.53
#1201	911 Phone Fees	\$60,106.78
#1202	C.L.E.A.N Program	\$
#1204	Assessor Revolving Fee	\$411.00
#1208	County Clerk Lien Fee	\$2,426.77
#1209	County Clerk RM&P	\$10,310.00
#1211	Court Fund Salaries & Fringe Court	\$29,000.00
#1212	Emergency Mgmt	
#1213	Flood Plain	
#1214	Free Fair Board	\$17,963.62
#1216	Health	\$1,099,070.86
#1220	Resale Property	\$45,232.52
#1223	Sheriff Commissary	\$16,408.51
#1226	Sheriff Service Fee	\$168,196.28
#1227	Sheriff Training	\$
#1228	Solid Waste Management	\$152.69
#1230	Treasurer Mortgage Cert	\$1,510.00
#1235	Donations	
#1237	Self-Insurance Program	\$103,130.15
#1308	Extension 3/8 ST	\$25,107.42
#1310	Fair Maintenance 3/8 ST	\$71,735.50
#1311	General Govnmt 3/8 ST	\$53,801.62
#1313	Roads & Bridges 3/8 ST	\$190,099.08
#1315	Jail Debt 1/8 ST	\$119,566.94
#1321	Rural Fire 1/16 ST	\$59,776.99
#1327	Fire 3/8 ST	\$17,933.88
#1331	Jail Debt ¼ ST	\$239,115.74
#1425	Rural Economic Action Plan Revolving Fund	\$
#1565	CFDA 21.01 (CARES)	\$1,333,093.55
#2000	Capital Projects	
#7202	Child Abuse Prevention	\$
#7205	Law Library	\$2,482.18
#7207	Mental Health	\$
#7210	Court Clerk Preservation Fund	\$2,364.25
#7303	Seizure of Property	
#7304	District Attorney Revolving	\$4,902.55
#7305	District Attorney Evidence	
#7402	Excess Resale	
#7404	Court Ordered Trust	
#7412	Protest Tidal Energy (Omitted)	\$34.39
#7431	Co. Bridge & Road Investment	\$200.79
#7432	911 Phone Fees Investment	\$183.42
#7433	Co. Clerk Lien Fee Investment	\$14.45

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#7434	County Clerk RM&P Investment	\$22.25
#7435	Health Investment	\$346.77
#7436	Resale Property Investment	\$277.34
#7437	Treasurer Mtg Cert Investment	\$21.37
#7438	Self-Insurance Prog Investment	\$2,734.94
#7439	Fair Maint 3/8 ST Investment	\$1,824.33
#7501	Estray Animal	

Motion by Cowan to approve cash appropriations as presented, second by Craig. Roll Call Vote: Cavett-Yes, Harper-Yes, Craig-Yes, Allen-Yes, Cowan-Yes, Manning-Yes, Reding-Yes, Blasier-Yes.

**Transfers; 5<sup>th</sup> and 6<sup>th</sup> Disbursements Combined – CARES Act:** Craig stated these were the last of the CARES Act Transfers. Craig handed out packets regarding the transfers stating that she was proud to share that Payne County has collected \$1,445,197.05. Craig stated that the contingency account received \$477,557.40, District Attorney’s Office received \$655.80, County Clerk received \$12,002.28, Assessor received \$4,253.93, County General Government received \$23,873.99, District 1 received \$1677.79, District 3 received \$2541.32, Health Department received \$3916.25, Sheriff’s Department received \$903,581.41 with part of these funds being from last Fiscal Year. Craig stated with the blessing of Barto, ADA her office submitted salaries from the Sheriff’s Office as these were not submitted by the former Sheriff to receive all of the funds we were allotted. The following amounts were transferred from fund 1565 to the departments listed below: This a reimbursement account.

- \$ -412.38 COUNTY CLERK 1209 FUND
- \$ -452,212.70 TO GENERAL CONTINGENCY
- \$ -374.62 TO GENERAL PCAB
- \$ -2,674.02 TO ASSESSOR M& O GENERAL FUN
- \$ -1,580.80 TO CLERK GENERAL FUND M&O
- \$ -15,458.00 TO EMERGENCY MANAGEMENT GE
- \$ -655.80 TO DISTRICT ATT GENERAL M&O
- \$ -157.65 BUILDING ENG GENERAL M&O
- \$ -414,541.40 SHERIFF SALARY GENERAL FUND
- \$ -399,222.00 SHERIFF SALARY GENERAL FUND
- \$ -6,266.03 COUNTY CLERK 1208 FUND
- \$ -39.95 DIST. 3 CASH
- \$ -2,304.36 DIST 3 HIGHWAY CASH
- \$ -1,233.73 TO SHERIFF 1315 FUND
- \$ -1,882.50 TO FREE FAIR 1310 FUND
- \$ -4,064.84 OSU EXTENSION 1308 FUND
- \$ -577.00 TREASURER 1230 FUND
- \$ -36.99 TO TREASURER 1220 FUND
- \$ -11,578.36 SHERIFF 1226 FUND
- \$ -13,896.00 TO SHERIFF FEE 1226 FUND
- \$ -3,200.00 TO SHERIFF M&O 1226 FUND
- \$ -549.42 TO HEALTH DEPT. 1216 FUND
- \$ -175.00 TO FREE FAIR 1214

Craig wanted to thank her Purchasing Agent Kyla who did a marvelous job of tracking and submitting the funds. Manning stated that she agreed that the Clerk’s Office did a great job handling it all. Motion by Craig to approve the transfers as presented, second by Cowan. Roll Call Vote: Harper-Yes, Craig-Yes, Allen-Yes, Cowan-Yes, Manning-Yes, Reding-Yes, Blasier-Yes, Cavett-Yes.

**Letter of Commitment:** None presented on this date.

**Range changes/discussion/possible action:** None presented on this date.

**Approval of Employee request for Leave and/or Request for leave share:** None presented on this date.

**New hires/discussion/possible action:** Harper stated that he had a new hire which was the former assistant chief from Perkins PD to be a part of the transport division and would like to start him at the two (2) year hire rate due to his twenty (20) plus years of experience. Motion by Craig to start the Sheriff’s new employee at the 2–10-year range based on previous years of service, second by Cowan. Roll Call Vote: Craig-Yes, Allen-Yes, Cowan-Yes, Manning-Yes, Reding-Yes, Blasier-Yes, Cavett-Yes, Harper-Yes.

**COVID19 Update:** Emergency Management Director Jeff Kuhn gave an update to the board.

**New business/discussion – no action will be taken:** Craig stated she sent out the ACCO SIG/SIF Payroll report that her office handles she stated that ACCO is sending a new report out due to an error on their end. Craig will send over that new report once she received it and just asks everyone to please complete and send that over to her.

Reding stated that his office was also playing with an information aggregator that basically is an artificial intelligence program to come through social media and newspapers to find topics that are being discussed

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in the county. If anyone is interested just get with him and let him know and he can get your email address added so they can send you out that information. Craig inquired on the cost, Reding stated it was \$8000 for six (6) months.

**Adjournment:** Motion to adjourn by Harper, second by Cowan. Roll Call Vote: Allen-Yes, Cowan-Yes, Manning-Yes, Reding-Yes, Blasier-Yes, Cavett-Yes, Harper-Yes, Craig-Yes.

**Minutes of the Board attested to**

By \_\_\_\_\_  
Glenna Craig, Payne County Clerk  
Seal of office

**Approved by the Budget Board**

On the \_\_\_\_ day of \_\_\_\_\_ 2020

Chairman \_\_\_\_\_

Vice Chairman \_\_\_\_\_