



**Official Minutes of  
PAYNE COUNTY  
BOARD OF COUNTY COMMISSIONERS**

The Payne County Board of County Commissioners met in a regular meeting of the board at 9:00 a.m. on **Monday, January 13th, 2020** at the Payne County Administration Building, Gloria Hesser Commissioners Meeting Room 200/201, located in Stillwater, Oklahoma.

**Chairman Reding called the meeting to order:**

Meeting called to order at 9:00 a.m.

**The following members were present:**

Chris Reding - District 2 Commissioner, Zach Cavett - Commissioner District 1, Rocky Blasier – Commissioner District 3, Tammy Mathis – Deputy County Clerk. Invocation by Zach Cavett and Flag Salute to our country by Dewey Clapp.

**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 of the January 6<sup>th</sup> meeting as presented, second by Blasier. Roll Call Vote: Cavett-Yes, Blasier-Yes, Reding-Yes.

**Miscellaneous items from the Audience (no action will be taken):**

None presented at this time.

**Discussion and Possible Action on Bid Openings 9:30 A.M.:**

None presented on this date.

**Discussion and Possible Action on Evaluations:**

None presented on this date.

**Discussion and Possible Action on Reports from Officers and Boards:**

**Approval – ODOT Federal Emergency Relief Project Damage Statement (County System):**

Blasier presented a statement from ODOT to the board. This is for reimbursement of the culvert replaced at McMurtry Rd east of Country Club Rd in the amount of \$13,227.42. Motion by Blasier to approve the ODOT Federal Emergency Relief Project Damage Statement as presented, second by Cavett. Roll Call Vote: Cavett-Yes, Blasier-Yes, Reding-Yes.

**Discussion/Possible Action – Additional Parking for Sheriff's Office on the West Side of the Payne County Courthouse:**

Woodward stated he had spoken to the company that did the maintenance facility and inquired on what could be done on the west side of the court house for additional parking. The little island that sits just outside the west door where the grass is, he felt could be utilized for six (6) parking spots. Woodward stated the pole that is currently there would have to move over, and he would use Elwin Bunny for the electrical work. This has been approved and passed by the City of Stillwater. Woodward stated with growth in the Sheriff's Office they are always looking for new spots and trying to gain a spot at the Admin Building for the tax deputy that will be downstairs in the Treasurer's Office and one for the front for the front door security. Cavett inquired on the cost, Woodward stated it would cost about \$14,800 which is what the quote came in at. Cavett inquired with Woodward on having those funds, Woodward stated they really didn't have that kind of funding but with the federal inmates funding that is about \$55,000/month or so they would use those funds for project. Motion by Cavett to approve the expansion of parking areas as presented for Sheriff's Office, second by Blasier. Roll Call Vote: Cavett-Yes, Blasier-Yes, Reding-Yes.

**Discussion/Possible Action – Forfeiture of Cash Bond ML20008-612 and ML2009-492 to County General per Statute of Limitation Title 42, Chapter 3, Section 147.1:**

County Clerk Glenna Craig presented the forfeiture of cash bonds ML20008-612 and ML2009-492 to the board. Craig stated that having custody of cash bonds is another function of her office. Craig stated that the clerk's office has been holding these two bonds for 10 or more years, and that according to the statutes unless there is a judgement to release the funds, or a discharge after one year by either party the funds stay in the Clerks account until the statute of limitation of 10 years runs out. Craig stated that her office had done their due diligence to find the rightful owners of the funds, and that they have been unable to contact any of the parties. Craig stated the County Clerk's Association last legislative session successful lobbied to change this statute from 10 years to five (5) years. Craig stated this is formality for the Board of Commissioners to approve of the funds being deposited into the county general, this is a requirement of the statutes. Motion by Cavett to approve the authorization of the County Clerk to place the funds into the County General, second by Blasier. Roll Call Vote: Cavett-Yes, Blasier-Yes, Reding-Yes.

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**Discussion/Possible Action 3 each ODOT Programming Resolutions:**

Cavett presented three (3) ODOT Programming Resolutions for approval. Cavett presented *Project J3-4568(004)* RB for Bridge and approaches over Salt Creek, 3 miles west, and 1 mile north of Yale on E McElroy for District #1. *Project JP25445(04)* #CIRB-160C(184) RB for grade, drain, and surface of Norfolk Rd. (NS-353) BEG at SH33 and Exit North 3.0 miles to Fairlawn Rd. (EW-68) (6046C) for District #1. *Project JP 28724(04)* #J2-8724(004)CI for bridge and approaches CO Bridge on 86<sup>th</sup> (EW-068.5) 0.25 miles east of Rose Rd. (NS-341) over Stillwater Creek for District #1. Cavett stated these are all projects that are being programmed into the system to begin construction. Motion by Cavett to approve the three (3) ODOT Programming Resolutions as presented, second by Blasier. Roll Call Vote: Cavett-Yes, Blasier-Yes, Reding-Yes.

**Approval – Safety Sensitive Positions:**

Reding inquired with the board if they had any other safety sensitive positions they needed to approve. None at this time are needed to approve; no action.

**Request for Traffic Control Signs:**

None presented on this date.

**Ingress and Egress Agreements:**

None presented on this date.

**Removal of Equipment items from inventory:**

None presented on this date.

**Appointment of Requisitioning and Receiving Officers:**

None presented on this date.

**Cash Appropriations:**

The Clerk's office presented cash appropriation certified to them by the Treasurer.

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| <b>#7210</b> | Court Clerk Fees | \$2815.17 |
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Motion by Cavett to approve cash appropriations as presented, second by Blasier. Roll Call Vote: Cavett-Yes, Blasier-Yes, Reding-Yes.

**Transfer of Appropriations:**

None presented at this time.

**Purchase Orders:**

**\$200,358.31** 2019-2020 911 Phone 52, A T & T, 352.92, UTILITIES; Extension-ST 80, CONSTANT CONTACT, 378.00, EMAIL SERVICE81, CUSHING CHAMBER OF COMMERCE, 60.00, MEMBERSHIP DUES82, FITZPATRICK SHELLY, 13.80, MILEAGE REIMBURSEMENT83, STANDLEY SYSTEMS, INC., 7.50, SHIPPING84, NATIONAL PEN COMPANY, 196.94, PENS85, B & C BUSINESS PRODUCTS, INC., 51.33, DECEMBER BLANKET86, OSU COOPERATIVE EXT. SRV., 18790.00, DECEMBER BLANKET87, STANDLEY SYSTEMS, INC., 690.40, DECEMBER BLANKET88, MCDOUGALD, KINSEY, 21.90, MILEAGE REIMBURSEMENT89, ANDERSON, NATHAN G., 203.40, MILEAGE REIMBURSEMENT; Fair Main-ST 339, ALACRAN JALISCO CONSTRUCTION, 600.00, PARTS AND LABOR340, CHICKASAW TELECOMMUNICATION, 650.00, UTILITIES341, QUALITY WATER SERVICES, 52.00, DECEMBER BLANKET342, REPUBLIC SERVICES # 789, 1091.22, TRASH SERVICE343, A T & T MOBILITY, 148.06, UTILITIES; Fire- St 48, OKLA. NATURAL GAS, 137.54, DECEMBER BLANKET49, CENTRAL ELECTRIC COOPERATIVE, 64.00, DECEMBER BLANKET50, ATLINK SERVICES, LLC, 51.00, JANUARY BLANKET51, FIFTY ONE EAST WATER DISTRICT, 24.30, DECEMBER BLANKET52, NAPA AUTO PARTS, 60.55, NOVEMBER BLANKET53, OG&E, 253.49, DECEMBER BLANKET; General 2035, COOPERS LOCKSMITH LLC, 5.00, DECEMBER BLANKET2036, BILL KNIGHT COLLISION REPAIR, 1470.35, BODY REPAIRS2037, B & L HEATING & AIR, 2712.70, REPAIR2038, COOPERS LOCKSMITH LLC, 60.00, DECEMBER BLANKET2039, HUNZICKER BROTHERS, INC., 7450.00, WALL SCONCE2040, A T & T MOBILITY, 334.92, DECEMBER BLANKET2041, A T & T MOBILITY, 223.55, UTILITIES2042, CITY OF STILLWATER, 158.46, UTILITIES2043, BUNNEY ELECTRIC CO., INC., 898.00, LABOR2044, B & L HEATING & AIR, 225.00, DECEMBER BLANKET2045, B & L HEAT & AIR, 75.00, DECEMBER BLANKET2046, THE JOURNAL, 269.18, DECEMBER BLANKET2047, FOUNTAIN SQUARE CLEANERS, 354.25, DECEMBER BLANKET2048, AAP FINANCIAL SERVICES, 448.47, DECEMBER BLANKET2049, COMDATA, 336.83, DECEMBER BLANKET2050, NAPA AUTO PARTS, 84.49, DECEMBER BLANKET2051, M POWER INC., 150.00, MONTH SERVICES2052, M POWER INC., 75.00, MONTH SERVICES2053, GRIMSLEYS, INC., 293.08, TOILET TISSUE2054, A & B ECO-SAFE PEST CONTROL, INC, 55.00, INTERIOR SPRAY2055, A & B ECO-SAFE PEST CONTROL, INC, 95.00, INTERIOR SPRAY2056, MERRIFIELD OFFICE SUPPLY, 87.44, OFFICE SUPPLIES2057, EDA, 176.13, SERVICES2058, QUALITY WATER SERVICES, 55.00, LEASE2059, KINNUNEN SALES & RENTALS,

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INC, 77.46, DECEMBER BLANKET2060, LOWES COMPANIES, INC., 65.75, DECEMBER BLANKET2061, NAPA AUTO PARTS, 7.39, DECEMBER BLANKET2062, OAKES SERVICE CENTER, 320.90, DECEMBER BLANKET2063, ATWOOD DISTRIBUTING, 48.32, DECEMBER BLANKET2064, AUTO ZONE INC, 298.92, DECEMBER BLANKET2065, UNIFIRST, 461.27, DECEMBER BLANKET2066, REPUBLIC SERVICES # 789, 115.69, DECEMBER BLANKET2067, STILLWATER STEEL AND, 623.50, DECEMBER BLANKET2068, NAPA AUTO PARTS, 1616.79, DECEMBER BLANKET2069, C. O. P. S. PRODUCTS LLC., 172.88, HOLSTER2070, MERRIFIELD OFFICE SUPPLY, 1178.00, COPY PAPER2071, ALLIANCE MAINTENANCE INC, 1495.00, JANUARY BLANKET2072, ALLIANCE MAINTENANCE INC, 2235.00, JANUARY BLANKET2073, STAPLES BUSINESS ADVANTAGE, 402.06, NOVEMBER BLANKET2074, STAPLES BUSINESS ADVANTAGE, 710.00, OFFICE SUPPLIES2075, QUALITY WATER SERVICES, 14.70, DECEMBER BLANKET2076, B & C BUSINESS PRODUCTS, INC., 862.74, CONTRACT BASE RATE2077, TOTAL ASSESSMENT SOLUTIONS CORP, 11250.00, RENEWAL2078, LOWES COMPANIES, INC., 1061.91, DECEMBER BLANKET2079, R. K. BLACK, INC, 178.44, LEASE2080, R. K. BLACK, INC, 418.50, LEASE2081, FLEETCOR TECHNOLOGIES, 317.46, CONTRACT SERVICES2082, POSTAL PACK & SHIP, 594.46, POSTAGE2083, TRANSUNION RISK AND ALTERNATIVE, 286.90, TLO CHARGES2084, MIDWEST PRINTERS, 408.47, DEPOSIT TICKET BOOK2085, LD PRINTER & OFFICE SUPPLIES, 195.43, TONER2086, VIP TECHNOLOGY SOLUTIONS GROUP, 690.22, UTILITIES2087, AUTO DEFINITIONS, 189.99, RECEIVER HITCH2088, OKLA. JUVENILE JUSTICE, 1240.00, JUVENILE DETENTION2089, B & L HEATING & AIR, 1001.33, REPAIRS2090, SHRED- AWAY SHREDDING, INC., 84.70, SERVICES2091, R. K. BLACK, INC, 122.24, MONTHLY CHARGES2092, STATE AUDITOR & INSPECTOR, 3181.00, AUDIT SERVICES2093, R & S RENOVATIONS, LLC, 1916.75, LABOR & MATERIALS2094, PATRIOT PROPERTIES INC., 3000.00, MAPPING2095, STAPLES BUSINESS ADVANTAGE, 208.18, DECEMBER BLANKET2096, CHICKASAW TELECOM, INC., 185.00, IMPORT2097, X-TRA MILE AUTO CARE, 100.00, COMPUTER UPDATE2098, PAYNE CO. DISTRICT 3, 216.07, FUEL2099, BEASLEY TECHNOLOGY, INC., 4229.00, COMPUTER2100, X-TRA MILE AUTO CARE, 80.00, DIAGNOSTIC2101, SHRED- AWAY SHREDDING, INC., 42.35, JANUARY BLANKET2102, LOWES COMPANIES, INC., 228.00, OFFICE SUPPORT2103, TISDAL & O HARA PLLC, 5043.75, CONTRACT SERVICES2104, NADA APPRAISAL GUIDES, INC, 270.00, RENEWAL2105, REALTY RATES, 235.00, SUBSCRIPTION RENEWAL2106, A T & T MOBILITY, 3028.28, UTILITIES; Health 228, B & C BUSINESS PRODUCTS, INC., 836.71, DECEMBER BLANKET229, SMITH, ZELFORD, 109.60, MILEAGE REIMBURSEMENT230, MILLER, ROXANNE, 73.50, MILEAGE REIMBURSEMENT231, ALLIANCE BUSINESS SERVICES, 796.80, UTILITIES232, HALL, LISA, 27.60, MILEAGE REIMBURSEMENT233, HALL, LISA, 29.50, DOT TRAVEL; Highway 832, NAPA AUTO PARTS, 1950.80, DECEMBER BLANKET833, LOCKETT AUTO AND TOWING, 20.00, BELTS834, STEWART STONE, INC., 5419.70, CRUSHER RUN835, STILLWATER MILL AGRI CENTER, 239.50, MATERIALS836, P & K EQUIPMENT, INC., 38.90, DECEMBER BLANKET837, KINNUNEN SALES & RENTALS, INC, 230.44, DECEMBER BLANKET838, RAILROAD YARD, 35.50, PIPE839, BAILEYS PAVING CO. , INC, 3194.63, HMHL840, KSMI, 1527.18, TUBES & FREIGHT841, COOPERS LOCKSMITH LLC, 12.50, KEYS842, A T & T MOBILITY, 243.71, UTILITIES843, WELCH STATE BANK, 25000.00, MONTHLY PAYMENT844, LIONEL HARRIS OIL CO., INC., 494.76, DECEMBER BLANKET845, JOHN DEERE FINANCIAL, 75.48, DECEMBER BLANKET846, STILLWATER NEWSPRESS, 77.50, BID SIX MONTH BIDS847, OSU AGE CTP, 130.00, CLASS848, AMERICAN WELDING SUPPLY, 70.12, DECEMBER BLANKET849, UNIFIRST, 684.62, DECEMBER BLANKET850, HARRIS STATION 33, LLC, 335.00, DECEMBER BLANKET851, WALMART COMMUNITY, 32.50, WATER852, UNIFIRST, 802.14, DECEMBER BLANKET853, NAPA AUTO PARTS, 894.32, DECEMBER BLANKET854, FLEETPRIDE, INC., 63.41, DECEMBER BLANKET855, B & C BUSINESS PRODUCTS, INC., 32.49, DECEMBER BLANKET856, A T & T MOBILITY, 99.50, UTILITIES857, STILLWATER MILL AGRI CENTER, 114.93, DECEMBER BLANKET; Jail-ST 311, BUNNEY ELECTRIC CO., INC., 955.39, ELECTRICAL REPAIR312, FASTENAL COMPANY, 348.60, DECEMBER BLANKET313, CREDIT CARD OPERATIONS, 128.80, DECEMBER BLANKET314, COMDATA, 3363.51, DECEMBER BLANKET315, GRIMSLEYS, INC., 273.98, SUPPLIES316, COWBOY WHOLESALE COMPANY, 774.39, SUPPLIES317, STILLWATER NEWSPRESS, 480.60, HELP WANTED AD318, GRIMSLEYS, INC., 669.55, SUPPLIES319, QUALITY WATER SERVICES, 178.30, DECEMBER BLANKET320, B & L HEATING & AIR, 1019.74, REPLACE BELTS321, A T & T MOBILITY, 628.39, UTILITIES322, DIRECT TV, 220.23, UTILITIES; ML Fee 24, MIDWEST PRINTERS, 18.98, 1099 TAX FORMS25, COUNTY OFFICERS & DEPUTIES, 100.00, CODA REGISTRATION26, CUSHING CITIZEN, 50.00, SUBSCRIPTION RENEWAL; Mtg Cert 19, QUALITY WATER SERVICES, 29.30, DECEMBER BLANKET; RM&P 29, SHRED- AWAY SHREDDING, INC., 42.35, JANUARY BLANKET30, DEARINGER PRINTING & TROPHY, INC., 37.50, OFFICE PRODUCTS31, DEARINGER PRINTING & TROPHY, INC., 543.00, LEDGER PAPER32, DEARINGER PRINTING & TROPHY, INC., 790.00, STATIONARY; Rural Fire-ST 50, MAVERIC MINI MART, 147.52, DECEMBER BLANKET51, NAPA AUTO PARTS, 40.66, DECEMBER BLANKET52, GEARGRID CORPORATION, 14985.00, GEAR HANGER ROD53, AUTOMOTIVE SPECIALIST OF CUSHING, 595.56, RADIATOR REPAIRS54, COUNTRY C, 163.60, DECEMBER BLANKET55, WICKED RACING AND CUSTOMS, INC, 457.74, ENGINE REPAIR56, CASCO INDUSTRIES INC, 5726.00, HOSE REEL57, SPIRIT ELECTRONIC, 13271.25, RADIOS58, J AND J CUSTOM FIRE INC, 1816.32, JANUARY

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BLANKET; SH Commissary 10, TIGER COMMISSARY, 8897.03, DECEMBER BLANKET; SH Svc Fee 187, QUALITY CUSTOM UPFITTERS, 275.00, DECEMBER BLANKET188, LOWES COMPANIES, INC., 1144.94, DECEMBER BLANKET189, COMDATA, 6798.92, DECEMBER BLANKET190, BOB HOWARD DODGE, 991.82, DECEMBER BLANKET The Clerk's office presented purchase orders in the amount of \$112,076.38 to be approved for payment.

**Blanket:**

None presented on this date.

**Disallowed:**

None presented on this date.

**Payroll/Longevity:**

None presented on this date.

Motion to approve purchase orders upon signature by Cavett, second by Blasier Roll Call Vote: Cavett-Yes, Blasier-Yes, Reding-Yes.

**Monthly Reports of Officers:**

The Clerk's Office presented the following monthly report of officers for December 2019. The Treasurer's Office has their various reports, Sheriff's Office \$59,882.40, The County Clerk's Office \$104,820.04, The Election Board Office \$6,835.78, The Court Clerk's Office \$1,021,648.29, The Health Department \$575.00, The Assessor's Office \$653.00. Motion by Cavett to acknowledge the monthly report of officers as presented, second by Blasier. Roll Call Vote: Cavett-Yes, Blasier-Yes, Reding-Yes.

**Public Announcements from the Board:**

Reding stated the board toured the jail for their annual inspection last week and felt that everything looked better than ever. The board heard about some new programs. The jail passed its inspection; continuing to be one of the best jails in the state.

**Discussion and Possible Action on:**

**Telephone and Utility Permits:**

None presented on this date.

**Road Crossing:**

None presented on this date.

**New Business:**

None presented on this date.

**Adjournment:**

Motion by Cavett to adjourn, second by Blasier. Roll Call Vote: Cavett-Yes, Blasier-Yes, Reding-Yes.

**Minutes of the Board attested to**

**Attest:**

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

**Approved by the Board of Commissioners**

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

Chairman \_\_\_\_\_

Commissioner \_\_\_\_\_

Commissioner \_\_\_\_\_