



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 **January 30th, 2023**, at the Payne County Administration Building, Gloria Hesser Commissioners Meeting Room 200/201, located in Stillwater, Oklahoma.

Chairman Zach Cavett called the meeting to order: Meeting called to order at 9:00 a.m.

The following members were present: Zach Cavett – Commissioner District 1, Chris Reding – Commissioner District 2, Rhonda Markum – Commissioner District 3, Tammy Mathis- Chief Deputy County Clerk. Invocation by Zach Cavett and Flag Salute to our country lead by Dewey Clapp.

Approve minutes of the previous meeting of the board: Motion by Reding to approve the **January 17th, 2023**, minutes as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Motion by Markum to approve the **January 23rd, 2023**, minutes as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Miscellaneous items from the Audience (no action will be taken): Sheriff Harper stated that Monday Duncan Street would be closed from 7am-6pm with the Chiller being installed on the Jail. Equipment would be brought in for this so the road would be closed during that process.

Discussion/Possible Action on Reports from Officers and Board:

Discussion/Possible Action – Discussion and possible action approving and authorizing actions to be taken by the County and its officials as designated by the County Commissioners to receive and allocate monies under the Local Assistance and Tribal Consistency Fund (“LATCF”), comply with the requirements of LATCF, and to take any and all necessary actions including, but not limited to, the execution of agreements, documents, reports, certifications, the submission of compliance reports and supporting documentation, and the collection of data required to make decisions regarding the use of LATCF funds: No action under this item.

Resolution 2023-21 – A RESOLUTION APPROVING, AUTHORIZING, ACCEPTING AND RATIFYING ACTIONS TAKEN OR TO BE TAKEN BY THE COUNTY AND ITS OFFICIALS AS DESIGNATED BY THE COUNTY COMMISSIONERS ARE HEREBY AUTHORIZED TO RECEIVE AND ALLOCATE MONIES UNDER THE LOCAL ASSISTANCE AND TRIBAL CONSISTENCY FUND (“LATCF”), COMPLY WITH THE REQUIREMENTS OF LATCF, AND TO TAKE ANY AND ALL NECESSARY ACTIONS INCLUDING, BUT NOT LIMITED TO, THE EXECUTION OF AGREEMENTS, DOCUMENTS, REPORTS, CERTIFICATIONS, THE SUBMISSION OF COMPLIANCE REPORTS AND SUPPORTING DOCUMENTATION, AND THE COLLECTION OF DATA REQUIRED TO MAKE DECISIONS REGARDING THE USE OF LATCF FUNDS; AND DECLARING AN EMERGENCY: Cavett stated that Payne County is eligible to receive \$100,000 in funds which will be two (2) payments of \$50,000, and that the deadline is January 31. After discussion by the board motion by Reding to approve Resolution 2023-21 and for the Chair to sign on behalf, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Acceptance Certificate and Lease Purchase Agreement between Anchor D Bank and Payne County for Purchase of Motor Graders for District #1: Cavett stated this was previously reviewed by former ADA Lowell Barto but he has asked our new legal counsel to review it as well. Motion by Reding to approve the acceptance certificate and lease purchase agreement between Anchor D Bank and Payne County for the purchase of Motor Graders upon the final approval of legal counsel, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Approval – Lease Purchase Agreement by and between the Board of Commissioners of Payne County, Oklahoma, and B&C Business Products, Inc for one (1) Sharp BP-70C5S Digital Color Copier for the Payne County Treasurer’s Office: Cavett stated our legal counsel has already approved the agreement. Motion by Markum to approve the lease purchase agreement with B&C Business Products, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Appointment of Requisitioning and Receiving Officers – Payne County E911 Communications Agency Account: Cavett stated that being Reding was on this board he needed to be placed as a Requisitioning Officer on the E911 Fund as well as Cavett. Motion by Reding to approve changes, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Road name requests for Los Rancheros Subdivision – CEDAR RIDGE; BLACKBERRY ST; WELLS AVE; HILLTOP AVE; HIDDEN HILLS; and RAVINE ST; Applicant’s Name – Harland Wells, Owner of Record – KW Investments, LLC: Motion by Reding to approve the road name requests as presented with no maintenance by the county and noted that these have also been approved by Crystal Ross in the Assessor’s Office, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Cancellation of Payne County Fair Board Election: Cavett stated that there were no other filings for District 1, 2 or 3 so formal action needed to take place to cancel the Election scheduled for February 6, 2023. Motion by Reding to cancel the Fair Board Election as scheduled for February 6th due to lack of necessity, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Purchase Orders: New/Blanket/Tabled/Disallowed/Payroll/Longevity: FY 2022-2023 \$242,316.51
2022-2023 911 Phone 47, A T & T, 4620.99, UTILITIES; ARPA 2021 Federal 14, FLOYD & DRIVER, PLLC, 14441.44, ADMINISTRATIVE EXPENSES; Extension-ST 97, OSU COOPERATIVE EXT. SRV., 24000.00, PAYROLL BLANKET 98, THE JOURNAL, 30.00, SUBSCRIPTION RENEWAL; Fair Board 735, COOPERS LOCKSMITH LLC, 130.00, LOCKS; Fair Main-ST 207, STILLWATER STEEL AND, 365.85, REPAIR 208, KINNUNEN SALES & RENTALS, INC, 429.99, GRINDER 209, AMERICAN PLUMBING LLC, 125.00, PLUMBING SERVICES; Fire- St 64, SETH WADLEY FORD PERRY, 1446.89, REPAIR 65, FIFTY ONE EAST WATER DISTRICT, 25.75, UTILITIES BLANKET 66, VERIZON WIRELESS, 240.06, UTILITIES-CELL PHONE 67, BANNER FIRE EQUIPMENT INC, 360.00, RAKE HANDLES; General 2558, CITY OF STILLWATER, 80.31, UTILITIES BLANKET 2559, COMPLIANCE RESOURCE GROUP, 38.00, DRUG SCREEN 2560, CITY OF STILLWATER, 158.34, UTILITIES BLANKET 2561, AMAZON CAPITAL SERVICES, 99.80, POSTAGE MACHINE SUPPLIES 2562, TK ELEVATOR CORPORATION, 600.00, SERVICE/MAINTENANCE 2563, FASTENAL COMPANY, 139.15, DECEMBER BLANKET 2564, CITY OF STILLWATER, 7543.46, UTILITIES BLANKET 2565, FAVCO ELECTRIC, INC., 344.22, JANUARY BLANKET 2566, WALKER COMPANIES, 178.00, NOTARY 2567, DEREK

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S LAWN AND TREE CARE, INC., 237.92, ICE AND SNOW REMOVAL 2568, THOMSON REUTERS - WEST, PAYMENT CENTER, 542.29, SUBSCRIPTION CHARGES 2569, CRAIG, GLENNA J., 80.30, MILEAGE REIMBURSEMENT 2570, CITY OF STILLWATER, 154.93, UTILITIES BLANKET 2571, FAVCO ELECTRIC, INC., 1330.85, ELECTRICAL WORK 2572, A T & T, 37.99, PHONE SERVICE 2573, CITY OF STILLWATER, 14.64, UTILITIES BLANKET 2574, THE JOURNAL, 30.00, SUBSCRIPTION 2575, STILLWATER NEWSPRESS, 686.75, NOTICE OF PUBLICATION 2576, CITY OF STILLWATER, 8079.24, UTILITIES BLANKET 2577, SPATIALEST, 5000.00, ANNUAL LICENSE 2578, GRIMSLEYS, INC., 625.71, JANUARY BLANKET 2579, COMMUNITY WORKS, 578.50, JUVENILE DETENTION 2580, IRBY, JAY, 77.62, MILEAGE REIMBURSEMENT 2581, CAVETTS CONSTRUCTION & RENOVATIONS, 200.00, JANUARY BLANKET; General Govt-ST 41, PREMIER CONSULTING PARTNERS, 47500.00, PROFESSIONAL SERVICES; Health 257, CITY OF CUSHING, 720.68, UTILITIES 258, OKLA. STATE DEPT. OF HEALTH, 53668.10, PAYROLL 259, PIPARATO, KATHLEEN, 354.75, MILEAGE REIMBURSEMENT 260, DEXYP, 19.49, DIRECTORY LISTING 261, OKLA. NATURAL GAS, 1063.13, UTILITIES 262, MILLER, ROXANNE, 522.75, MILEAGE REIMBURSEMENT 263, THE NEW ERA NEWSPAPER, 90.00, DISPARITIES GRANT 264, HALL, LISA, 151.87, TRAVEL 265, GRIMSLEYS, INC., 190.27, CLEANING SUPPLIES 266, ULINE, 5789.76, TABLES 267, THE MEADOWS CENTER FOR, 90.00, NOVEMBER BLANKET 268, R. K. BLACK, INC, 408.12, CONTRACT INVOICES 269, LOCKE SUPPLY, 42.95, PARTS 270, PITNEY BOWES GLOBAL FINANCIAL, 144.93, EQUIPMENT LEASE; Highway 885, LUBRICATION SPECIALISTS, INC, 545.00, FUEL ADDITIVE 886, CORPORATE BILLING LLC, 422.46, Parts 887, CITY OF CUSHING, 644.76, UTILITIES 888, UNIFIRST, 632.70, DECEMBER BLANKET 889, KSMI, 627.80, PARTS 890, KINNUNEN SALES & RENTALS, INC, 1373.97, TOOLS 891, CITY OF STILLWATER, 468.61, UTILITIES 892, POSTAL PACK & SHIP, 76.57, POSTAGE 893, TWISTED PICKET, 200.00, PARTS AND LABOR 894, ALTERNATIVE CONSTRUCTION PARTS, 3837.80, SKID STEER TRACS 895, 2TALK LLC, 52.44, UTILITIES; Jail-ST 179, JOHNSON CONTROLS FIRE PROTECTION, 235.41, PARTS AND LABOR 180, ADVANTAGE PLUMBING HEATING AND COOLING, 657.45, PARTS 181, COMPLIANCE RESOURCE GROUP, 38.00, DRUG SCREEN 182, CITY OF STILLWATER, 16440.91, UTILITIES 183, QUALITY WATER SERVICES, 83.75, DECEMBER BLANKET 184, PIONEER TECHNOLOGY CENTER, 2000.00, CERTIFICATION 185, ADVANTAGE PLUMBING HEATING AND COOLING, 170.00, OVERAGE 186, COUNCIL ON LAW ENFORCEMENT, 100.00, CLEET CERTIFICATION 187, DIRECT TV, 230.99, TV; RM&P 40, R. K. BLACK, INC, 4226.80, COPIER REPAIRS 41, ALPHA COMPUTING SOLUTIONS, 549.98, HARDDRIVE 42, ALPHA COMPUTING SOLUTIONS, 3218.96, PARTS AND LABOR 43, HIGH FIVE MEDIA GROUP, LLC, 199.00, WEBSITES SERVICES 44, MIDWEST PRINTERS, 226.79, JUDGEMENT JOURNAL SHEETS; Rural Fire-ST 62, BANNER FIRE EQUIPMENT INC, 1120.00, HOSE 63, EMCO, 95.00, LAWN CARE 64, TOWN OF GLENCOE, 659.70, JANUARY BLANKET 65, NORTHERN SAFETY INC, 7546.80, PARTS 66, FIREHOUSE HYDROSTAT SERVICES LLC, 1114.80, SCBA CYLINDERS 67, GALLS, LLC, 1237.50, SHIRTS; SH Svc Fee 148, LAW ENFORCEMENT SYSTEMS, INC., 573.00, CONTACT REPORT/WARNING 149, SNAP-ON INCORPORATED, 52.75, SUBSCRIPTION CHARGES 150, FAVCO ELECTRIC, INC., 600.00, WIRING 151, GRIMSLEYS, INC., 82.68, CLEANING SUPPLIES 152, A PLUS AUTO GLASS, 442.64, PARTS AND LABOR 153, A PLUS AUTO GLASS, 375.00, PARTS AND LABOR 154, APPLIED CONCEPTS, INC, 3206.50, ANTENNA RADAR 155, DIRECT DISCOUNT TIRE, 4119.20, TIRES

Blanket: \$296,855.18 for February 2023

Payroll: \$1,030,586.52 for January 2023

Disallowed: None presented on this date.

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

Monthly Report of Officers: The Clerk's Office presented the following monthly reports of officers for the Assessors Office for December in the amount of \$440.00.

Jeff Kuhn Emergency Management Director reported to the board on behalf of Emergency Management with a list of hours worked. Reding reported to the board on behalf of Environmental Enforcement Department. Cavett inquired with Reding on the signatures on the report if that was to verify the report was true and accurate. Reding stated yes that would be his guess based on hours reported and that the time added up to the month. Cavett reiterated that he was never requesting hours to be reported rather a productivity report of what had been completed. Motion by Reding to accept the monthly reports as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Public Announcements from the Board (No Action will be taken: Reding wanted the public to know that the County will place any hours or closure changes to the local news stations.

Discussion/Possible Action on Utility Permits/Road Crossings: Cavett stated that he would get with legal counsel about adding road crossings and egress and ingress agreements back onto the agenda as an ongoing item due to these items fluctuating each week. Cavett's concern is projects being held up so he would see about keeping this item on the agenda ongoing.

New Business: Reding inquired on the road crossings that came in if that could be discussed since it was not placed on the agenda.

Adjournment: Motion to adjourn by Reding, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-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 _____ 2023

Chairman _____

Commissioner _____

Commissioner _____