



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, November 9, 2020** 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- Deputy Commissioner District 2, **Carla Manning-** Treasurer, **Glenna Craig-** County Clerk, **Zach Cavett-** Commissioner District 1, **Travis Weaver** Deputy Commissioner District-3, **Lori Allen** – Court Clerk, **Chris Nixon** – Undersheriff. Also, in attendance various department heads, employees, and media.

Approve minutes of the previous meeting of the board: The Clerk presented the minutes for the October 12th and 29th meetings.

Motion by Cavett to approve October 12, 2020, second by Craig. Roll Call Vote: Cavett-Yes, Weaver-Yes, Craig-Yes, Manning-Yes, Allen-Yes, Nixon-Yes, Reding-Yes.

Motion by Cavett to approve October 29, 2020, second by Craig. Roll Call Vote: Weaver-Yes, Craig-Abstain, Manning-Abstain, Allen-Abstain. There are not enough members of the board to approve October 29th minutes so these will be tabled.

Financial Reports:

Cash Appropriations: Cash Appropriations have been certified by the County Treasurer as of November 5, 2020:

3	Alcoholic Bev. Tax	\$31,318.48
#0001	General	
#1102	Highway	\$323,840.48
#1103	CBRI - 105 Monies	\$25,822.21
#1201	911 Phone Fees	\$60,536.92
#1202	C.L.E.A.N Program	\$
#1204	Assessor Revolving Fee	\$537.00
#1208	County Clerk Lien Fee	\$2,415.89
#1209	County Clerk RM&P	\$11,708.00
#1211	Court Fund Salaries & Fringe Court	\$28,000.00
#1212	Emergency Mgmt	
#1213	Flood Plain	
#1214	Free Fair Board	\$5,820.88
#1216	Health	\$3,678.36
#1220	Resale Property	\$20,465.47
#1223	Sheriff Commissary	\$17,308.31
#1226	Sheriff Service Fee	\$127,195.72
#1227	Sheriff Training	\$500.00
#1228	Solid Waste Management	\$215.38
#1230	Treasurer Mortgage Cert	\$1,510.00
#1235	Donations	
#1237	Self-Insurance Program	\$107,619.28
#1308	Extension 3/8 ST	\$26,676.00
#1310	Fair Maintenance 3/8 ST	\$76,217.18
#1311	General Govnmt 3/8 ST	\$57,162.89
#1313	Roads & Bridges 3/8 ST	\$201,975.53
#1315	Jail Debt 1/8 ST	\$127,203.10
#1321	Rural Fire 1/16 ST	\$68,758.13
#1327	Fire 3/8 ST	\$19,054.30
#1331	Jail Debt ¼ ST	\$254,054.52
#1425	Rural Economic Action Plan Revolving Fund	\$10,415.00
#1565	CFDA 21.01 (CARES)	
#2000	Capital Projects	
#7202	Child Abuse Prevention	\$10.00
#7205	Law Library	\$2,609.89
#7207	Mental Health	\$6,916.66
#7210	Court Clerk Preservation Fund	\$2,112.25
#7303	Seizure of Property	
#7304	District Attorney Revolving	\$1,196.00
#7305	District Attorney Evidence	
#7402	Excess Resale	
#7404	Court Ordered Trust	
#7412	Protest Tidal Energy (Omitted)	\$35.54
#7431	Co. Bridge & Road Investment	\$200.29

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#7432	911 Phone Fees Investment	\$183.30
#7433	Co. Clerk Lien Fee Investment	\$24.07
#7434	County Clerk RM&P Investment	\$37.05
#7435	Health Investment	\$346.56
#7436	Resale Property Investment	\$277.25
#7437	Treasurer Mtg Cert Investment	\$35.58
#7438	Self-Insurance Prog Investment	\$2,728.12
#7439	Fair Maint 3/8 ST Investment	\$1,819.76
#7501	Estray Animal	

Motion by Craig to approve the cash appropriations as presented, second by Allen. Roll Call Vote: Craig-Yes, Manning-Yes, Allen-Yes, Nixon-Yes, Reding-Yes, Cavett-Yes, Weaver-Yes.

Transfers: Craig presented the following transfers: The District Attorney's Office is transferring \$12,238.76 from fund 7303 to 7304 as well as \$2784.90 from fund 7303 to 7304 because these funds were placed in the wrong account.

Election Board Office is requesting \$2100 from their M&O to their PT Salaries, The Sheriff's Office is requesting \$70,000 from Sheriff Service Fee to Sheriff Service Fee Salaries and \$195,000 from Jail M&O to Jail Salaries. Motion by Craig to approve transfers as presented, second by Manning. Roll Call Vote: Manning-Yes, Allen-Yes, Nixon-Yes, Reding-Yes, Cavett-Yes, Weaver-Yes, Craig-Yes

Letter of Commitment: None presented on this date.

Range changes/discussion/possible action: Reding presented a range change for Clint Castoe who is head of Environmental Enforcement and would like to change him to a 42nx which is a Supervisor level. Motion by Craig, second by Cavett. Roll Call Vote: Manning-Yes, Allen-Yes, Nixon-Yes, Reding-Yes, Cavett-Yes, Weaver-Yes, Craig-Yes.

Discussion/Possible Action – Election Board Secretary Salary and Election Board Secretary Assistant Salary: In order to pay anything over what the state election reimburses us for we need to decide on paying her salary over that amount due to the 3% raises. Motion by Craig, second by Manning. Roll Call Vote: Manning-Yes, Allen-Yes, Nixon-Yes, Reding-Yes, Cavett-Yes, Weaver-Yes, Craig-Yes.

Discussion/Possible Action – Partial Funding of Maintenance Salary:

County Wide Internal Controls: Reding went over the State Auditor and Inspector county wide internal controls.

COVID19 Update:

Approval of Employee request for Leave and/or Request for leave share:

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

New hires/discussion/possible action:

New business/discussion – no action will be taken:

Adjournment:

Minutes of the Board attested to

By _____
Glenna Craig, Payne County Clerk
Seal of office

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Approved by the Budget Board

On the ____ day of _____ 2020

Chairman _____

Vice Chairman _____