



**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 **December 11th, 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 Chris Reding and Flag Salute to our country led by Dewey Clapp.

**Approval or Modification of Minutes:** Motion by Reding to approve minutes of December 4, 2023, as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Miscellaneous items from the Audience (no action will be taken):** None presented on this date.

**Discussion/Possible Action on Bid Openings – 9:30 AM:** None presented on this date.

**Discussion/Possible Action on Evaluations:** None presented on this date.

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

**Discussion/Possible Action – Employee Safety Incentive Policy:**

Motion by Reding to table, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

The board returned to this item in the agenda. Cavett stated that statutes allow counties to pay up to \$250 for safety incentives. Level 1 had employees in the office environment receive 60% of the \$250 whereas Level 2 employees would receive 100% of the award for those employees at a higher risk. Motion by Reding to accept the policy and move onto Budget Board with provision of allowing departments to submit up until the last meeting of this year and by November for 2024, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action – Short Term Public Use of Real County Property Policy:** Gregory advised the board on adding some additional verbiage. Motion by Reding to table to allow the added advised verbiage, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action – Bridge Replacement #197, BID 2024-21 between Railroad Yard Services, LLC and Board of County Commissioners, Payne County, Oklahoma:** Markum stated that Gregory drafted the contract with the Railroad Yard, and both sides have agreed to the terms. Motion by Markum to approve the contract as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action – Resolution 2023-131 Donation from Operation Underground Railroad for a Trained Electronic Storage Detection Canine:** Harper stated this is a canine being donated from Operation Underground Railroad. Motion by Reding to accept the donation, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action – Resolution 2023-132 Payne County Fairboard Election Filing Period and Election Date 2024:** Cavett stated this filing period shall consist of 5 (five) consecutive business days and shall commence January 8, 2024, and end January 12, 2024, between the hours of 8:30am – 4:30pm each day. The Election shall be held at 8am on February 5<sup>th</sup>, 2024, till 5:00 pm at the following locations, District 1 Barn in Cushing, District 3 Shop in Stillwater, and District 2 at the Administration Building. Motion by Markum to approve Resolution 2023-132, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action – Contract Between Derek’s Lawn & Tree Service, LLC and Board of County Commissioners, Payne County, Oklahoma:** Motion by Reding to approve the contract with Derk’s Lawn and Tree Service, second by Markum. Cavett inquired on Reding getting other quotes, Reding stated he felt they always have done a great job and his rates seemed to be reasonable and fair. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**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:**

**Resolution 2023-127- Declaration of Surplus- Payne County OSU Extension- HP Color Laser Jet Printer, Inventory ID 615.014, Orig. Cost \$616.50, Serial Number CNCCBB01H2, Date Acquired 06/16/2009:** Motion by Reding to approve Resolutions 2023-127, 128, 129, 130, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Resolution 2023-128- Resolution for Disposing of Equipment- Payne County OSU Extension- HP Color Laser Jet Printer, Inventory ID 615.014, Orig. Cost \$616.50, Serial Number CNCCBB01H2, Date Acquired 06/16/2009:** This item approved with item I1.

**Resolution 2023-129- Declaration of Surplus- Payne County OSU Extension- Dell Projector Model 1201MP, Inventory ID 6290.04, Orig. Cost \$798.00, Serial Number CNOYY45272571, Date Acquired 05/01/2007:** This item approved with item I1.

**Resolution 2023-130- Resolution for Disposing of Equipment- Payne County OSU Extension- Dell Projector Model 1201MP, Inventory ID 6290.04, Orig. Cost \$798.00, Serial Number CNOYY45272571, Date Acquired 05/01/2007:** This item approved with item I1.

**Resolution 2023-133- Declaration of Surplus- Payne County OSU Extension- Optiflex 990 Computer, Inventory ID 620.034, Orig. Cost \$1187.41, Serial Number 1RP8VV1, Date Acquired 10/01/2012:** This item approved with item I1.

**Resolution 2023-134- Resolution for Disposing of Equipment- - Payne County OSU Extension- Dell Optiflex 990 Computer, Inventory ID 620.034, Orig. Cost \$1187.41, Serial Number 1RP8VV1, Date Acquired 10/01/2012:** This item approved with item I1.

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**Resolution 2023-135- Declaration of Surplus- Payne County OSU Extension- Dell Latitude E6520 Computer, Inventory ID 620.036, Orig. Cost \$1491.59, Serial Number 1MZQDV1, Date Acquired 06/21/2012:** This item approved with item I1.

**Resolution 2023-136- Resolution for Disposing of Equipment- Payne County OSU Extension- Dell Latitude E6520 Computer, Inventory ID 620.036, Orig. Cost \$1491.59, Serial Number 1MZQDV1, Date Acquired 06/21/2012:** This item approved with item I1.

**Resolution 2023-137- Declaration of Surplus- Payne County OSU Extension- IBM Typewriter Model WW3500, Inventory ID 201.014, Orig. Cost \$778.00, Serial Number 11XZZ214, Date Acquired 04/07/1999:** This item approved with item I1.

**Resolution 2023-138- Resolution for Disposing of Equipment- Payne County OSU Extension- IBM Typewriter Model WW3500, Inventory ID 201.014, Orig. Cost \$778.00, Serial Number 11XZZ214, Date Acquired 04/07/1999:** This item approved with item I1.

**Resolution 2023-139- Declaration of Surplus- Payne County OSU Extension- Dell M1210 Laptop, Inventory ID 620.027, Orig. Cost \$1747.26, Serial Number 00144- 013-343-523, Date Acquired 04/25/2007- Gateway E4000 Laptop, Inventory ID 620.019, Orig. Cost \$1585.00, Serial Number 152645, Date Acquired 06/16/2006:** This item approved with item I1.

**Resolution 2023-140- Resolution for Disposing of Equipment- Payne County OSU Extension- Dell M1210 Laptop, Inventory ID 620.027, Orig. Cost \$1747.26, Serial Number 00144-013-343-523, Date Acquired 04/25/2007- Gateway E4000 Laptop, Inventory ID 620.019, Orig. Cost \$1585.00, Serial Number 152645, Date Acquired 06/16/2006:** This item approved with item I1.

**Resolution 2023-141- Declaration of Surplus- Payne County OSU Extension- HPColor LaserJet Enterprise M553 Printer, Inventory ID 615.05, Orig. Cost \$795.17, Serial Number JPBCJ2H124, Date Acquired 05/12/2016:** This item approved with item I1.

**Resolution 2023-142- Resolution for Disposing of Equipment- Payne County OSU Extension- HP Color LaserJet Enterprise M553 Printer, Inventory ID 615.05, Orig. Cost \$795.17, Serial Number JPBCJ2H124, Date Acquired 05/12/2016:** This item approved with item I1.

**Cash Appropriations:** None presented on this date.

**Transfer of Appropriations:** None presented on this date.

**Purchase Orders: New/Blanket/Tabled/Disallowed/Payroll/Longevity:** *Purchase orders totaling \$367,900.85*

2023-2024 ARPA 2021 12, TUSA CONSULTING SERVICES II, LLC, 5305.91, RADIOS; Extension-ST 84, CIMARRON VALLEY COMM., LLC, 15.00, SUBSCRIPTION RENEWAL 85, OSU COOPERATIVE EXT. SRV., 1671.50, PART TIME PAYROLL 86, HUNT, TINA, 4.98, MILEAGE REIMBURSEMENT 87, ARNALL, COURTNEY, 9.83, MILEAGE REIMBURSEMENT 88, HAWKESWORTH, HANNAH, 195.32, MILEAGE REIMBURSEMENT 89, THE JOURNAL, 30.00, SUBSCRIPTION RENEWAL; Fire- St 41, OKLA. NATURAL GAS, 120.31, NOVEMBER BLANKET 42, O REILLY AUTOMOTIVE, INC., 430.89, NOVEMBER BLANKET 43, ADVANTAGE PLUMBING HEATING AND COOLING, 257.41, REPAIR; General 1844, R. K. BLACK, INC, 170.15, LEASE CHARGES 1845, ADVANTAGE PLUMBING HEATING AND COOLING, 1429.35, PARTS AND REPAIRS 1846, DIGHTON-MARLER FUNERAL HOME, 750.00, INDIGENT CREMATION 1847, A T & T MOBILITY, 282.09, UTILITIESCELL PHONE 1848, B & L HEAT & AIR, 92.88, NOVEMBER BLANKET 1849, REPUBLIC SERVICES # 789, 280.17, DUMPSTER 1850, B & C BUSINESS PRODUCTS, INC., 119.98, GLOVES 1851, A T & T MOBILITY, 179.65, UTILITIES-CELL PHONE 1852, HUNZICKER BROTHERS, INC., 78.42, NOVEMBER BLANKET 1853, M POWER INC., 75.00, JANITORIAL SERVICE 1854, ADVANTAGE PLUMBING HEATING AND COOLING, 2595.06, PARTS AND REPAIRS 1855, A T & T, 560.49, UTILITIES 1856, FIFTY ONE EAST WATER DISTRICT, 27.99, UTILITIES 1857, QUALITY WATER SERVICES, 57.50, NOVEMBER BLANKET 1858, PITNEY BOWES GLOBAL FINANCIAL, 1545.27, CONTRACT LEASE CHARGE 1859, COOPERS LOCKSMITH LLC, 85.00, NOVEMBER BLANKET 1860, A & B ECO-SAFE PEST CONTROL, INC, 50.00, DECEMBER BLANKET 1861, GRIMSLEYS, INC., 597.98, NOVEMBER BLANKET 1862, CHICKASAW TELECOMMUNICATION, 1559.75, UTILITIES 1863, ROSS' STATION, 61.98, SUPPLIES 1864, PAX8 INC, 57.84, IT SERVICES 1865, WEDEL, RANDY, 8.25, MILEAGE REIMBURSEMENT 1866, STATE AUDITOR & INSPECTOR, 7543.36, AUDITING SERVICES 1867, DAVIS SANITATION, INC., 70.00, DUMPSTER 1868, FLEETCOR TECHNOLOGIES, 152.88, NOVEMBER BLANKET 1869, A T & T MOBILITY, 4948.47, UTILITIES-CELL PHONE 1870, CHICKASAW TELECOMMUNICATION, 9319.59, UTILITIES 1871, A T & T MOBILITY, 227.15, UTILITIES-IPADS 1872, M POWER INC., 150.00, JANITORIAL SERVICE 1873, OTA-PLATEPAY, 2.20, TOLL CHARGE 1874, THE JOURNAL, 170.19, NOTICE OF PUBLICATION 1875, A T & T MOBILITY, 134.94, UTILITIES-CELL PHONE 1876, AMAZON CAPITAL SERVICES, 57.91, SUPPLIES 1877, RANDALL-REILLY, LLC, 209.24, EDA MONTHLY SUBSCRIPTION 1878, B & L HEAT & AIR, 240.00, NOVEMBER BLANKET 1879, BUSSELL PEST CONTROL, LLC, 50.00, PEST CONTROL SERVICES 1880, STAPLES BUSINESS CREDIT, 823.59, OFFICE SUPPLIES 1881, COSTAR REALTY INFORMATION INC, 430.00, SOFTWARE SUBSCRIPTION 1882, BUSSELL PEST CONTROL, LLC, 50.00, PEST CONTROL SERVICES 1883, R. K. BLACK, INC, 253.07, CONTRACT LEASE CHARGE 1884, JENNIFER PRICE, CSR/RPR, 78.00, PREMILIMINARY HEARING TRANSCRIPT 1885, B & C BUSINESS PRODUCTS, INC., 156.22, NOVEMBER BLANKET 1886, QUALITY WATER SERVICES, 31.00, NOVEMBER BLANKET 1887, IMPRIMATUR PRESS, 535.00, OKLAHOMA CRIMINAL LAW; Health 208, FUSION CLOUD SERVICES, LLC, 132.31, UTILITIES 209, A & M STORAGE, 90.00, STORAGE UNIT 210, SUMMIT UTILITIES OKLAHOMA INC, 184.29, UTILITIES 211, CHICKASAW TELECOMMUNICATION, 37.66, UTILITIES; Highway 599, FLEETPRIDE, INC., 397.50, Parts 600, FRANKS DIESEL SERVICE, INC, 308.75, NOVEMBER BLANKET 601, WARREN CAT, 1305.03, OCTOBER BLANKET 602, HARRIS STATION 33, LLC, 1151.40, TIRES & WASTE FEE 603, O REILLY AUTOMOTIVE, INC., 381.98, PARTS & SUPPLIES 604, WARREN CAT, 3562.72, REPAIR 605, STEWART STONE, INC., 10557.60, CRUSHER RUN 606, STEWART STONE, INC., 1231.32, CRUSHER RUN 607, ATWOOD DISTRIBUTING, 113.83, NOVEMBER BLANKET 608, STEWART STONE, INC., 6731.34, ROAD ROCK 609, STEWART STONE, INC., 14938.98, CRUSHER RUN 610, HARRIS STATION 33, LLC, 750.90, TIRES & WASTE FEE 611, O REILLY AUTOMOTIVE, INC., 231.62, NOVEMBER BLANKET 612, B & C BUSINESS PRODUCTS, INC., 15.08, AUGUST BLANKET 613, REPUBLIC SERVICES # 789, 117.29, NOVEMBER BLANKET 614, UNIFIRST, 619.10, NOVEMBER BLANKET 615, WARREN CAT, 1583.65, SEPTEMBER BLANKET 616, WARREN CAT, 1226.89, AUGUST BLANKET 617, FLEET FUELS, LLC, 17.67, NOVEMBER BLANKET 618, FLEETPRIDE, INC., 87.10, NOVEMBER BLANKET 619, MERRIFIELD OFFICE SUPPLY, 33.08, NOVEMBER BLANKET 620, A T & T MOBILITY, 261.00, UTILITIES-CELL PHONE 621, P & K EQUIPMENT, INC., 259.01, NOVEMBER BLANKET 622, P & K EQUIPMENT, INC., 397.27, NOVEMBER BLANKET 623, STEWART STONE, INC., 3116.45, CRUSHER RUN 624, STEWART STONE, INC., 3193.44, CRUSHER RUN 625, STEWART STONE, INC., 3091.69, CRUSHER RUN 626, STEWART STONE, INC., 1374.36, YARD CLEAN UP 627, OKLA. NATURAL GAS, 292.60, UTILITIES 628, AMERICAN WELDING SUPPLY, 178.62, NOVEMBER BLANKET 629, HARRIS STATION 33, LLC, 683.00, NOVEMBER BLANKET 630, TERMINAL SUPPLY COMPANY, 112.24, NUTS / BOLTS 631, PREMIER TRUCK GROUP OF TULSA, 23.49, NOVEMBER BLANKET 632, OKLA. NATURAL GAS, 32.77, UTILITIES 633, SUMMIT UTILITIES OKLAHOMA INC, 91.03, UTILITIES 634, B & C BUSINESS PRODUCTS, INC., 43.99, NOVEMBER BLANKET 635, POWERHOUSE TRUCKBEDS, 192.00, PARTS 636, JOE COOPER CHEVY, 58766.00, PICKUP TRUCK 637, WARREN CAT, 35.70, NOVEMBER BLANKET 638, CORPORATE BILLING LLC, 976.30, NOVEMBER BLANKET 639, STEWART STONE, INC., 1547.70, ROAD ROCK 640, STILLWATER STEEL AND, 44.90, NOVEMBER BLANKET; HIGHWAY 1/4TH-ST 18, STEWART STONE, INC., 14134.59, CRUSHER RUN 19, STEWART STONE, INC., 14033.40, CRUSHER RUN; Hwy-ST 26, PURPLE WAVE AUCTION, 51150.00, AUCTION PURCHASE; Jail-ST 165, A & B ECO-SAFE PEST CONTROL, INC, 200.00, DECEMBER BLANKET 166, OKLA. DEPT. OF LABOR, 275.00, ELEVATOR INSPECTION 167, ICS, 790.00, INMATE SUPPLIES 168, BEN E. KEITH OKLAHOMA, 16151.98, NOVEMBER BLANKET 169, A T & T MOBILITY, 651.09, UTILITIES-CELL PHONE 170, LOWES COMPANIES, INC., 1035.63, NOVEMBER BLANKET 171, BIMBO BAKERIES USA, 5962.09, NOVEMBER BLANKET 172, TURN KEY HEALTH CLINICS LLC, 44709.84, NOVEMBER BLANKET 173, DARLING INGREDIENTS INC, 220.00, EMPTY GREASE TRAP 174, WIN WHOLESale COMMERCIAL, 303.93, NOVEMBER BLANKET 175, FAVCO ELECTRIC, INC., 4125.00, PARTS AND LABOR 176, STILLWATER

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MILL AGRI CENTER, 66.99, NOVEMBER BLANKET 177, COMPLIANCE RESOURCE GROUP, 38.00, DRUG & ALCOHOL TESTING 178, GRIMSLEYS, INC., 5020.08, NOVEMBER BLANKET 179, WIN WHOLESAL COMMERCIAL, 895.20, LED LIGHTS; ML Fee 23, REDBIRD MILLWORKS, 2600.00, SUPPLIES & INSTALLATION 24, B & C BUSINESS PRODUCTS, INC., 983.28, OFFICE FURNITURE 25, QUALITY WATER SERVICES, 57.50, DECEMBER BLANKET 26, AMAZON CAPITAL SERVICES, 186.99, OFFICE FURNITURE 27, B & C BUSINESS PRODUCTS, INC., 7942.28, DESK & INSTALLATION; Mtg Cert 31, AMAZON CAPITAL SERVICES, 171.42, OFFICE SUPPLIES 32, DEARINGER PRINTING & TROPHY, INC., 167.70, OFFICE STAMPS 33, TM CONSULTING, INC., 3283.99, SCANNER; Resale 110, LEXISNEXIS RISK DATA, 200.00, MINIMUM COMMITMENT; RM&P 28, DEARINGER PRINTING & TROPHY, INC., 147.00, SEALS 29, B & C BUSINESS PRODUCTS, INC., 1967.78, COPY PAPER; Rural Fire-ST 43, COWBOY TIRE LLC, 454.00, TIRE 44, COUNTRY C, 508.26, NOVEMBER BLANKET 45, TOWN OF GLENCOE, 109.35, NOVEMBER BLANKET; SH Svc Fee 179, iTOUCH BIOMETRICS, 2000.00, PRINTER 180, NAPA AUTO PARTS, 2968.01, NOVEMBER BLANKET 181, PUREVIDA WATER TECHNOLOGIES LLC, 105.00, WATER DISPENSER 182, QUALITY CUSTOM UPFITTERS, 3573.82, PARTS AND LABOR 183, LOST PINES INC, 1669.00, SUPPLIES 184, B & C BUSINESS PRODUCTS, INC., 175.00, CABINET 185, GRIMSLEYS, INC., 233.79, CLEANING SUPPLIES 186, BEST BUY BUSINESS ADVANTAGE, 1027.97, TV & ACCESSORIES 187, LOWES COMPANIES, INC., 1846.55, SUPPLIES 188, FAVCO ELECTRIC, INC., 1015.00, MPOWER BUILDING 189, BEST BUY BUSINESS ADVANTAGE, 1299.90, CHAIRS 190, LOST PINES INC, 5000.00, RADIO TOWER 191, BEST BUY BUSINESS ADVANTAGE, 3089.81, TV & ACCESSORIES 192, TRINITY VETERINARY HOSPITAL, PLLC, 182.70, VETERINARY SERVICES 193, TRINITY VETERINARY HOSPITAL, PLLC, 190.92, VETERINARY SERVICES 194, RAILROAD YARD, 121.60, SUPPLIES

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

**Payroll:** None presented on this date.

**Blankets:** None presented on this date.

**Disallowed:** Cavett stated on the blanket purchase orders for Glencoe Fire they requested to have a blanket for six (6) months. Cavett contacted Jessie Morris with OSA&I and he highly recommended that we do not allow blanket purchase orders to be open for more than one (1) month and also to not allow partial payments. Cavett stated he would not be signing off on those. Motion by Cavett to disallow those blanket purchase orders for Glencoe Fire, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Monthly Report of Officers:** The County Clerk's Office presented the following reports of officers: Assessors Office \$500, Health Department \$21,262.72, Court Clerk \$1,501,721.52, Court Clerk RM&P \$53,239.77, Election Board \$4277.52, County Clerk \$96,953.90. Motion by Markum to acknowledge the monthly reports as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Public Announcements from the Board (No Action will be taken):** Markum wanted to thank Sheriff Harper and his Office for saving the life of one of Markum's employees last week. Cavett and Reding agreed.

**Discussion/Possible Action on Utility Permits/Road Crossings:** None presented on this date.

**New Business:**

**Adjournment:** Motion to adjourn by Markum, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes. *Cavett was absent for the adjournment.*

**All Board of County Commissioner Meetings live recordings can be found at [www.countyclerk.paynecounty.org](http://www.countyclerk.paynecounty.org)**

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 \_\_\_\_\_