



## 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 **February 12th, 2024**, 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-Chairman, Rhonda Markum – Commissioner District 3-Vice Chairwomen, Chris Reding - Commissioner District 2-Member. 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 February 5th, 2024, 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 – Use of Deductible Fund for Sheriff's Office:** Sheriff Harper stated a 2020 Dodge Durango had all airbags go off, so the vehicle was deemed totaled. Harper will be using the vehicle for parts as everything else in the vehicle was fine. Motion by Reding to approve the use of deductible fund for the Sheriff's Office as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action – Resolution 2024-07 Donation of \$50 Check to Sheriff's Office from Dale and Nancy Durham:** Cavett stated the Sheriff's Office received a donation of \$50 from Dale and Nancy Durham. Motion by Markum to approve Resolution 2024-07 as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action – Mutual Cooperative Agreement with Town of Glencoe:** Reding stated this was with the C.L.E.A.N Program who has at times helped in the town with walking trails or various needs. Motion by Reding to approve the agreement as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action – Final Plat Review and Possible Approval – Autumn Ridge Third Section:** Aaron Ferguson presented the final plat for review to the board. Markum stated this was in her district and knew this was the third section to this plat. Cavett noted it does say on the plat no maintenance by the county as well as noting the deposit was paid ensuring the roads would be built to standard. Motion by Markum to approve once the floodplain letter is received from the Floodplain Director, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action – Sheriff's Office Questions Concerning Emergency Management for Interviews, Vehicles, Housing and Inventory:** Sheriff Harper informed the board that his department had begun background checks on Emergency Management Director applicants that they had received so far and would like to be a part of the Executive Session and interview process for this position. Harper had questions about inventory and the EOC location for the department. The board is looking at interviews either February 28<sup>th</sup> or March 4<sup>th</sup> depending on completion of background checks. No action taken.

**Discussion/Possible Action – Sheriff's Office Role in Payne County Radio Project:** Sheriff Harper stated that he has met with Motorola, Dean, and Norm from TUSA off and on and stated there were several questions that he could not answer. Harper inquired with the board about placing an item on the agenda in regarding the Radio Project so should anything need to be addressed even weekly it would be allowable to discuss if placed on the weekly agendas. Harper stated that TUSA was hopeful that dispatch locations could be installed by May and the entire project complete by end of December. No action taken.

**Request for Traffic Control Signs:** None presented on this date.

**Ingress and Egress Agreements:** Markum presented an ingress and egress agreement with Jeffrey Werner at 2020 N. Redlands Rd. to clear right of way including the removal of two (2) trees on the north end of property, ditching, and cleaning culvert. Motion by Markum to approve the agreement as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Removal of Equipment items from Inventory:** None presented on this date.

**Appointment of Requisitioning and Receiving Officers: FY 23-24 Sheriff's Office Requisitioning Officers** were Joe Harper, Marvin Noyes these will remain the same, **Receiving Officers** were Stacey Nixon, Glenda Sexton, Rhonda Anderson are now Stacey Nixon and Amy Caldwell, **Warrants Pickup** were Joe Harper, Marvin Noyes, Stacey Nixon, Glenda Sexton are now Joe Harper, Stacey Nixon, Amy Caldwell. Motion by Reding to approve the changes as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**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 **\$123,716.53** 2023-2024 Extension-ST 122, OSU COOPERATIVE EXT. SRV., 600.00, ALLOCATION OF POSTAGE EQUIP 123, OSU COOPERATIVE EXT. SRV., 163.08, VEHICLE LEASE 124, OKLA. STATE UNIVERSITY - BURSAR, 82.46, UTILITIES-HOT SPOTS; Fair Main-ST 366, STILLWATER MILL AGRI CENTER, 457.50, JANUARY BLANKET 367, B & C BUSINESS PRODUCTS, INC., 360.53, JANUARY BLANKET 368, QUEST TECHNICAL SERVICE, 248.00, JANUARY BLANKET 369, CHICKASAW TELECOMMUNICATION, 628.00, UTILITIES-INTERNET 370, KINNUNEN SALES & RENTALS, INC, 265.53, JANUARY BLANKET 371, DEARINGER PRINTING & TROPHY, INC., 404.95, JANUARY BLANKET 372, SHERWIN WILLIAMS, 571.61, JANUARY BLANKET 373, CINTAS FIRST AID & SAFETY, 92.45, JANUARY BLANKET 374, STILLWATER STEEL AND, 83.40, JANUARY BLANKET 375, OAKES SERVICE CENTER, 50.00, JANUARY BLANKET 376, A T & T MOBILITY, 152.73, UTILITIES-CELL PHONE 377, QUALITY WATER SERVICES, 25.25, JANUARY BLANKET 378, UNIFIRST, 570.98, JANUARY BLANKET 379, VISIT STILLWATER, 1050.00, JANUARY BLANKET; Fire- St 70, KINNUNEN SALES & RENTALS, INC, 1526.32, CHAIN SAW 71, OKLAHOMA POLICE SUPPLY, 1081.38, CLOTHING; General 2701, A T & T MOBILITY, 141.54, UTILITIES 2702, FOUNTAIN SQUARE CLEANERS, 309.75, JANUARY BLANKET 2703, R. K. BLACK, INC, 253.07, CONTRACT LEASE CHARGE 2704, R. K. BLACK, INC, 93.71, FINANCE CHARGE 2705, M POWER INC., 150.00, MONTHLY SERVICE 2706, QUALITY WATER SERVICES, 57.50, JANUARY BLANKET 2707, A T & T MOBILITY, 227.15, UTILITIES-IPADS 2708, CHICKASAW TELECOMMUNICATION, 1558.05, UTILITIES 2709, REPUBLIC SERVICES # 789, 514.95, DUMPSTER 2710, BUSSELL PEST CONTROL, LLC, 50.00, PEST CONTROL SERVICES 2711, A T & T MOBILITY, 227.15, UTILITIES-IPADS 2712, CIMARRON VALLEY COMM., LLC, 449.46, NOTICE OF PUBLICATION 2713, CHICKASAW TELECOMMUNICATION, 145.00, UTILITIES-INTERNET 2714, B & L HEAT & AIR, 200.00, FEBRUARY BLANKET 2715, A T & T MOBILITY, 9036.53, UTILITIES-CELL PHONE 2716, COSTAR REALTY INFORMATION INC, 430.00, SOFTWARE SUBSCRIPTION 2717, PEREGRINE SERVICES, INC., 3190.15, MAILING SERVICES 2718, INTERWORKS, INC., 34.99, DOMAIN RENEWAL 2719, STATE AUDITOR & INSPECTOR, 871.00, AUDITING SERVICES 2720, STATE AUDITOR & INSPECTOR, 3283.89, AUDITING SERVICES 2721, R3 CUSTOM WINDOW TINTING, 175.00, WINDOW TINT 2722, FLEETCOR TECHNOLOGIES, 123.92, JANUARY BLANKET 2723, M POWER INC., 75.00, MONTH SERVICES 2724, RANDALL-REILLY, LLC, 240.63, EDA MONTHLY SUBSCRIPTION 2725, BUSSELL PEST CONTROL, LLC, 50.00, PEST CONTROL SERVICES 2726, TAX MANAGEMENT ASSOCIATES, INC, 750.00, CONTRACT SERVICES 2727, ALLIANCE MAINTENANCE INC, 1600.00, FEBRUARY BLANKET 2728, ALLIANCE MAINTENANCE INC, 2340.00, FEBRUARY BLANKET 2729, THE JOURNAL, 420.13, NOTICE OF

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PUBLICATION 2730, CHICKASAW TELECOMMUNICATION, 4104.30, UTILITIES 2731, COMMUNITY WORKS, 182.00, JUVENILE DETENTION 2732, HILTON GARDEN INN, 642.00, HOTEL FOR CLASS 2733, COMMUNITY WORKS, 136.50, JUVENILE DETENTION 2734, COOPERS LOCKSMITH LLC, 15.50, JANUARY BLANKET 2735, AMAZON CAPITAL SERVICES, 378.30, OFFICE SUPPLIES 2736, JD POWER, 425.00, SUBSCRIPTION RENEWAL 2737, REPUBLIC SERVICES # 789, 509.00, DUMPSTER 2738, CRAIG, GLENNA, 96.35, MILEAGE REIMBURSEMENT 2739, R. K. BLACK, INC, 183.36, LEASE CHARGES; General Govt-ST 38, BENEFIT RESOURCES INC, 230.00, FSA-FLEX; Health 299, THE MEADOWS CENTER FOR, 135.00, JANUARY BLANKET 300, A T & T, 109.55, UTILITIES-INTERNET 301, ALLIANCE BUSINESS SERVICES, 862.94, UTILITIES 302, SUMMIT UTILITIES OKLAHOMA INC, 490.32, UTILITIES 303, STILLWATER MEDICAL CENTER, 180.00, DECEMBER BLANKET 304, CENTRAL LAWN AND LANDSCAPE, 315.00, JANUARY BLANKET 305, MCKESSON MMSGs, 221.33, SUPPLIES 306, A T & T, 83.47, UTILITIES-INTERNET 307, CHICKASAW TELECOMMUNICATION, 37.66, PHONE 308, R. K. BLACK, INC, 332.75, CONTRACT INVOICES 309, BEN WELCH LANDSCAPE CARE, 400.00, JANUARY BLANKET; Highway 910, PREMIER TRUCK GROUP OF TULSA, 476.68, FILTERS 911, CHICKASAW TELECOMMUNICATION, 145.00, UTILITIESINTERNET 912, HOLT TRUCK CENTERS OF OKLA, LLC, 553.05, PARTS 913, HARRIS STATION 33, LLC, 213.85, JANUARY BLANKET 914, OKLA. NATURAL GAS, 602.70, UTILITIES 915, WARREN CAT, 256.00, JANUARY BLANKET 916, STILLWATER BUILDING CENTER, 692.01, BUILDING SUPPLIES 917, QUAPAW CO., INC., 6525.82, CRUSHER RUN 918, FLEETPRIDE, INC., 44.91, JANUARY BLANKET 919, WARREN CAT, 328.89, DECEMBER BLANKET 920, P & K EQUIPMENT, INC., 188.49, JANUARY BLANKET 921, O REILLY AUTOMOTIVE, INC., 51.27, JANUARY BLANKET 922, KINNUNEN SALES & RENTALS, INC, 471.74, FEBRUARY BLANKET 923, CORPORATE BILLING LLC, 393.61, JANUARY BLANKET 924, WARREN CAT, 1283.38, PARTS 925, O REILLY AUTOMOTIVE, INC., 422.18, JANUARY BLANKET 926, FAVCO ELECTRIC, INC., 2217.70, ELETRICAL WORK 927, SUMMIT UTILITIES OKLAHOMA INC, 357.85, UTILITIES 928, NAPA AUTO PARTS, 382.49, SHOP SUPPLIES 929, CITY OF CUSHING, 683.85, UTILITIES 930, FIFTY ONE EAST WATER DISTRICT, 67.00, UTILITIES 931, A T & T MOBILITY, 287.97, UTILITIES-CELL PHONE 932, A T & T MOBILITY, 261.05, UTILITIES-CELL PHONE 933, OKLA. NATURAL GAS, 32.99, UTILITIES 934, ATWOOD DISTRIBUTING, 403.71, JANUARY BLANKET 935, OKLAHOMA TURNPIKE AUTHORITY, 50.00, JANUARY BLANKET 936, NAPA AUTO PARTS, 2691.08, JANUARY BLANKET 937, AMAZON CAPITAL SERVICES, 310.66, OFFICE SUPPLIES 938, FLEET FUELS, LLC, 44.20, JANUARY BLANKET 939, OKLAHOMA TURNPIKE AUTHORITY, 14.10, DECEMBER BLANKET 940, OAKES SERVICE CENTER, 150.00, JANUARY BLANKET 941, EARNHEART CRESCENT LLC, 587.40, SHOP SUPPLIES 942, R3 CUSTOM WINDOW TINTING, 1500.00, WINDOW TINT 943, DEARINGER PRINTING & TROPHY, INC., 45.50, JANUARY BLANKET; Hwy-ST 45, NATIONWIDE TRAILERS LLC, 16972.29, TRAILER; Jail-ST 238, EWING ELECTRIC COMPANY LLC, 118.00, REPAIRS 239, US FOODS, INC, 19724.84, JANUARY BLANKET 240, ANIXTER, INC, 23.64, FINANCE CHARGE 241, LOWES COMPANIES, INC., 170.37, JANUARY BLANKET 242, STILLWATER MILL AGRI CENTER, 133.98, JANUARY BLANKET 243, CHARM-TEX INC, 285.80, SUPPLIES 244, CHARM-TEX INC, 127.54, SUPPLIES 245, WIN WHOLESALE COMMERCIAL, 243.13, PLUMBING SUPPLIES; ML Fee 40, AMAZON CAPITAL SERVICES, 603.99, PRINTER 41, KELLPRO, INC., 638.45, ELECTRONIC FILING TAX FORMS 42, R. K. BLACK, INC, 150.00, PRINTER SERVICE/REPAIRS 43, AMAZON CAPITAL SERVICES, 390.92, OFFICE SUPPLIES 44, QUALITY WATER SERVICES, 57.50, FEBRUARY BLANKET; Mtg Cert 51, DEARINGER PRINTING & TROPHY, INC., 180.00, ENVELOPES; Resale 146, LEXISNEXIS RISK DATA, 200.00, MINIMUM COMMITMENT 147, MIDCON DATA STORAGE SERVICES, LLC, 37.00, SHREDDING SERVICES; RM&P 43, CHICKASAW TELECOMMUNICATION, 614.00, FEBRUARY BLANKET; Rural Fire-ST 69, NAPA AUTO PARTS, 697.96, MAINTENANCE & PARTS 70, NAPA AUTO PARTS, 1348.65, JANUARY BLANKET 71, NAPA AUTO PARTS, 379.98, BATTERIES 72, VANCE TRUCK ACCESSORIES, 5415.00, PARTS & INSTALLATION; SH Svc Fee 273, NAPA AUTO PARTS, 3940.67, JANUARY BLANKET 274, DEARINGER PRINTING & TROPHY, INC., 89.50, AWARDS 275, ADVANTAGE PLUMBING HEATING AND COOLING, 541.68, MPOWER BUILDING 276, CDW GOVERNMENT, INC., 414.55, BATTERY BACKUP 277, A PLUS AUTO GLASS, 75.00, WINDSHIELD REPAIRS 278, ADVANTAGE PLUMBING HEATING AND COOLING, 480.40, HEATER REPAIRS 279, TOP TIER TACTICAL SURVIVAL, 1250.00, FLASHLIGHTS; Solid Waste Mange 7, NAPA AUTO PARTS, 50.53, JANUARY BLANKET 8, B & C BUSINESS PRODUCTS, INC., 140.96, JANUARY BLANKET

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

**Blankets:** \$11,750.00 for the following departments: Environmental Enforcement, District 3 and Expo Center.

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

**Monthly Report of Officers:** The Clerk's Office presented the following monthly reports of officers. Heath Department \$1809.48, Treasurer's Various reports, Sheriff's Office \$65,637.93, Assessor for Dec 2023 \$125, and for Jan 2024 \$680, County Clerk \$173,435.38. Motion by Markum to acknowledge the monthly reports of officers as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Public Announcements from the Board (No Action will be taken):** None presented on this date.

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

**New Business:** None presented on this date.

**Adjournment:** Motion to adjourn by Markum, second by Reding. 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 \_\_\_\_\_ 2024

Chairman \_\_\_\_\_

Commissioner \_\_\_\_\_

Commissioner \_\_\_\_\_

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