



## 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 20th, 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. Leslie Echalk – Deputy County Clerk. Invocation by Rhonda Markum and Flag Salute to our country led by Dewey Clapp.

**Approval or Modification of Minutes:** Motion by Markum to approve minutes of February 12th, 2024, with corrections, 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 Lieutenant Justin Henninger was working on the background checks for Emergency Management and feels he will be done in time for interview for the 4<sup>th</sup> of March.

**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:**

**Proclamation for Payne County Farm Bureau Week:** Motion by Reding to approve the Proclamation for Payne County Farm Bureau Week, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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

**Ingress and Egress Agreements:** Markum presented two (2) with Calvin Oyster with two locations, one (1) with Robert Arnold and one (1) with River Property, these are all located off Redlands Road. Motion by Markum to approve ingress and egress agreements as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Removal of Equipment items from Inventory:**

**Resolution 2024-08 Declaration of Surplus, Exhaust Hood Motor, Inventory number 474.001, date acquired 9/20/2022 for District 2:**

Motion by Reding to approve Resolution 2024-08 Declaration of Surplus and 2024-09 Disposing of Equipment, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Resolution 2024-09 Disposing of Equipment, Exhaust Hood Motor, Inventory number 474.001, date acquired 9/20/2022 for District 2:**

Approved with Item D1.

**Resolution 2024-10 Declaration of Surplus, Folding Machine, Martin Yale Model 1611, Inventory number 216.001, date acquired 10/12/2013 for District 2:**

Motion by Reding to approve Resolution 2024-10 Declaration of Surplus and 2024-11 Disposing of Equipment, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Resolution 2024-11 Disposing of Equipment, Folding Machine, Martin Yale Model 1611, Inventory number 216.001, date acquired 10/12/2013 for District 2:**

Approved with Item D3.

**Appointment of Requisitioning and Receiving Officers:**

**Fiscal Year 2023-2024 LEPC: Requisitioning Officers** were Jeff Kuhn, Tim Wilson, now Zach Cavett, Glenna Craig and Chris Reding; **Receiving Officers** were Chris Reding, LeNell Bowen, now Tammy Mathis, Shawna Bales, **Warrant Pickups** Zach Cavett, Glenna Craig, Tammy Mathis. Motion by Reding to add him to the requisitioning officers for LEPC, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Fiscal Year 2023-2024 Opioid Abatement: Requisitioning Officers** were Zach Cavett, Chris Reding, now Zach Cavett, Glenna Craig; **Receiving Officers** were Shawna Bales, Tammy Mathis, these remain the same, **Warrant Pickups** were Zach Cavett, Chris Reding now Zach Cavett, Glenna Craig, Tammy Mathis. Motion by Reding to approve the Opioid Abatement as it currently is and not with the changes, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Fiscal Year 2023-2024 General Fund / Health Benefit: Requisitioning Officers** were Zach Cavett, Glenna Craig, these remain the same, **Receiving Officers** were Tammy Mathis, Shawna Bales, now Tammy Mathis, Shawna Bales and Chris Reding, **Warrant Pickups** Motion by Reding to approve the addition of Reding to receiving officers, 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:** \$145,875.86 FY 2023-2024 2023-2024 Extension-ST 125, ANDERSON NATHAN, 309.27, MILEAGE REIMBURSEMENT 126, RASH DEA, 9.78, MILEAGE REIMBURSEMENT 127, HAWKESWORTH, HANNAH, 46.50, MILEAGE REIMBURSEMENT 128, AMAZON CAPITAL SERVICES, 467.78, OFFICE SUPPLIES 129, LEISTER SUMMER, 687.63, MILEAGE REIMBURSEMENT; Fire- St 72, O REILLY AUTOMOTIVE, INC., 76.20, JANUARY BLANKET 73, CENTRANET LLC, 103.73, FEBRUARY BLANKET 74, CENTRAL RURAL ELECTRIC COOPERATIVE, 75.11, FEBRUARY BLANKET 75, FIFTY ONE EAST WATER DISTRICT, 41.45, JANUARY BLANKET 76, NAPA AUTO PARTS, 138.75, PARTS & SUPPLIES 77, NAFECO, INC., 74.75, UNIFORM PIECES; General 2740, B & C BUSINESS PRODUCTS, INC., 242.37, DECEMBER BLANKET 2741, B & L HEAT & AIR, 80.00, JANUARY BLANKET 2742, AMAZON CAPITAL SERVICES, 44.99, COPY PAPER 2743, B & L HEAT & AIR, 180.00, JANUARY BLANKET 2744, OKLA. NATURAL GAS, 500.21, UTILITIES 2745, OKLA. NATURAL GAS, 969.27, UTILITIES 2746, TOUCHTONE, 54.56, UTILITIES 2747, LORI WILLIAMS, 16.51, TRAVEL REIMBURSEMENT 2748, WOODS, KENNETH BRYAN, 65.60, TRAVEL REIMBURSEMENT 2749, HUNTER, LOSCO, 7.57, MILEAGE REIMBURSEMENT 2750, DIVER, CHELSEY, 206.50, PER DIEM 2751, GOMEZ JARON, 311.29, TRAVEL REIMBURSEMENT 2752, A T & T, 53.54, UTILITIES 2753, DEARINGER PRINTING & TROPHY, INC., 91.00, OFFICE SUPPLIES; Health 310, LOWES COMPANIES, INC., 132.92, JANUARY BLANKET 311, B & C BUSINESS PRODUCTS, INC., 572.65, JANUARY BLANKET 312, SHUFFIELD, CATHY, 320.79, MILEAGE REIMBURSEMENT 313, HALL, LISA, 221.90, MILEAGE REIMBURSEMENT 314, THOMAS, CARRIE, 436.03, MILEAGE REIMBURSEMENT 315, BRYANT, RACHEL L, 85.89, MILEAGE REIMBURSEMENT 316, DEXYP, 28.00, DIRECTORY LISTING 317, CAMO ELECTRIC, 425.00, MATERIALS/LABOR 318, QUADIENT LEASING USA INC, 300.51, POSTAGE MACHINE FUNDS; Highway 944, PERKINS TAG AGENCY, 265.00, TAG AND TITLE 945, DIAZ PAINTING & HOME REMODELING LLC, 5875.00, SUPPLIES FOR REMODEL 946, LUBRICATION SPECIALISTS, INC, 1078.80, OIL ADDITIVE 947, LACAL EQUIPMENT, 1217.20, MOWER BLADES 948, NAPA AUTO PARTS, 3290.96, JANUARY BLANKET; Hwy-ST 46, WARREN CAT, 12524.94, EQUIPMENT RENTAL; Jail-ST 246, BROOKS GREASE SERVICE INC, 320.00, EMPTY GREASE TRAP 247, SYSCO FOOD, INC., 16123.01, JANUARY BLANKET 248, TURN KEY HEALTH CLINICS LLC,

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44709.84, FEBRUARY BLANKET 249, WESTERN DETENTION, 1276.50, PARTS 250, GRIMSLEYS, INC., 4288.25, JANUARY BLANKET 251, ADVANTAGE PLUMBING HEATING AND COOLING, 765.52, PARTS AND LABOR 252, ADVANTAGE PLUMBING HEATING AND COOLING, 4982.50, MATERIALS/LABOR 253, B & L HEAT & AIR, 532.62, LIGHT BULBS 254, BIMBO BAKERIES USA, 5937.93, JANUARY BLANKET 255, ADVANTAGE PLUMBING HEATING AND COOLING, 4048.75, PARTS & SERVICE 256, SYNERGY DATACOM, 86.31, WIRE 257, B & L HEAT & AIR, 216.45, PARTS AND LABOR; Mental Health 8, PAYNE CO. DRUG COURT, INC., 6229.17, DRUG COURT ADMIN SERVICES; ML Fee 45, KELLPRO, INC., 626.01, ELECTRONIC FILING TAX FORMS 46, AMAZON CAPITAL SERVICES, 25.94, Sign; Mtg Cert 52, B & C BUSINESS PRODUCTS, INC., 1216.68, COPIER LEASE 53, QUALITY WATER SERVICES, 28.75, FEBRUARY BLANKET; Resale 148, MIDCON DATA STORAGE SERVICES, LLC, 37.00, SHREDDING SERVICES 149, OKLA. CLOSING & TITLE, 345.00, RESALE RESEARCH 150, LEXISNEXIS RISK DATA, 200.00, MINIMUM COMMITMENT; RM&P 44, MIDCON SHREDDING, 92.00, JANUARY BLANKET; Rural Fire-ST 73, COUNTRY C, 71.04, JANUARY BLANKET 74, ROSS' STATION, 465.36, NOVEMBER BLANKET; SH Svc Fee 280, NAPA AUTO PARTS, 2287.44, OIL DRUM 281, PERKINS VETERINARY CLINIC, 492.34, K9 MEDICAL EXAM 282, FIRESTONE PAYMENT CENTER, 2358.50, TIRES 283, PRECISION TECHNOLOGY SERVICES LLC, 3250.00, CONTRACT IT SERVICES 284, OKLAHOMA TURNPIKE AUTHORITY, 28.40, TOLL CHARGE 285, BEST BUY BUSINESS ADVANTAGE, 3977.78, OFFICE SUPPLIES 286, VISA, 2642.94, JANUARY BLANKET 287, DEARINGER PRINTING & TROPHY, INC., 11.50, SUPPLIES 288, SIGNS NOW, 123.00, SIGNAGE MATERIAL 289, OK BOARD OF TEST FOR ALCOHOL AND DRUG INFLUENCE, 62.00, INTOXILIZER SCHOOL 290, DIRECT DISCOUNT TIRE, 4728.96, TIRES 291, PRECISION TECHNOLOGY SERVICES LLC, 975.00, NETWORK SERVICES; Solid Waste Mange 9, PAYNE CO. DISTRICT 3, 150.61, FUEL & DIESEL 10, OKLA. NATURAL GAS, 532.81, UTILITIES.

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

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

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

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

**Monthly Report of Officers:** The County Clerk's Office presented the following monthly reports of officers: Court Clerk \$1,256,165.09, Court Clerk RM&P \$57,753.88. Motion by Reding to acknowledge the monthly reports of officers as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Payne County Radio System and Subscriber Unit Update:** Sheriff Harper spoke with Stan yesterday informing Sheriff Harper of a meeting he has with Dean at Tusa today. This meeting is to go over the finalization of Motorola end of the change order. Harper stated there was a conference call this afternoon with Motorola group as well as Dean and Norm from Tusa. Sheriff Harper stated that Stan stated yesterday that they were planning to start putting in dispatch equipment in April. Sheriff Harper was hopeful there would be more of an update after the meetings and conference call today. Cavett stated the Memorandum of Understanding that we are doing with the City of Perkins should be finalized after J.R. Kalka reviews everything, once done Cavett stated he would send it over to Sheriff Harper. Cavett inquired with Sheriff Harper about his thoughts of doing an MOU with all of the towns as his thoughts were to still transfer the radios over to the towns once installed. Sheriff Harper felt the reasoning behind the proposal for the MOU with every town was for them to operate on our infrastructure. Cavett inquired with Sheriff Harper on the need to clarify what equipment will be transferred to them and their acknowledgement and acceptance of it within the MOU. Reding suggested that be a different document and Harper felt it would be better coming from the Board not necessarily included in the MOU. Cavett just wanted to make sure what needed to go through the municipalities went through them as well, all agreed.

**Public Announcements from the Board (No Action will be taken):** Reding stated that the modernization of the elevators is in the process with a tentative start date for the Jail of the 19<sup>th</sup> of March and the Administration would follow after.

**Discussion/Possible Action on Utility Permits/Road Crossings:** Markum presented D3-24-001 with Rural Water District 3 and 002 with One Gas. Motion by Markum to approve the road crossings as presented. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**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

Zach Cavett- Chairman-D-1 \_\_\_\_\_

Rhonda Markum-Vice Chairwomen-D-3 \_\_\_\_\_

Chris Reding- Commissioner D-2 \_\_\_\_\_

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