



**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 5th, 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 Zach Cavett and Flag Salute to our country led by Dewey Clapp.

**Election of Chairman and Vice Chairman:** Cavett stated this was placed on the agenda by mistake.

**Approval or Modification of Minutes:** Motion by Markum to approve minutes of January 30th, 2024, as presented, second by Reding. 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- Excise Board Vacant Seat Appointment:** Motion by Reding to appoint Roger Gose to fill the vacant seat for the Excise Board, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Discussion/Possible Action- Central Oklahoma Economic Development District (COEDD) 2023-2023 REAP Grant Award Contract Between COEDD and the Board of County Commissioners, Payne County, Oklahoma for HVAC System to Cottonwood Community Center:** Cavett stated this was a \$12,000 grant for the Cottonwood Community Center. Motion by Reding to approve the REAP grant contract for the HVAC System as presented, 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:** None presented on this date.

**Removal of Equipment items from Inventory:**

**Resolution 2024-04- Declaration of Surplus-2007 Ford F250 4x4, Inventory ID 701.004, Orig. Cost \$8,000.00, Serial Number 1FTNX20558EB25387, Date Acquired 07/22/2014- 2008 Ford F350 Diesel with Flatbed, Inventory ID 701.005, Orig. Cost \$9,400, Serial Number 1FTWW31R88EA43281, Date Acquired 09/09/2017:** Motion by Markum to approve Resolution 2024-04, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Resolution 2024-05- Declaration of Surplus-Kyocera Copier, Inventory ID 213.014, Orig. Cost \$7404.00, Serial Number QWG0806832, Date Acquired 10/21/2010:** Motion by Reding to approve Resolution 2024-05 and 06 upon completion of the forms, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Resolution 2024-06- Resolution for Disposing of Equipment- Kyocera Copier, Inventory ID 213.014, Orig. Cost \$7404.00, Serial Number QWG0806832, Date Acquired 10/21/2010:** Approved above.

**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:** None presented on this date.

**Appointment of Requisitioning and Receiving Officers:**

**1. FY 23-24 District 1 Requisitioning Officers** were Zach Cavett, David Shreeves, now Zach Cavett, Brian Floyd; **Receiving Officers** were Shawna Bales, Amanda Atkinson, now Shawna Bales, David Shreeves; **Warrant Pickups** were Zach Cavett, David Shreeves, Shawna Bales, now Zach Cavett, Brian Floyd, Shawna Bales. Motion by Markum to approve the District 1 changes, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**2. FY 23-24 Emergency Management Requisitioning Officers** were Zach Cavett, Brian Floyd, now Joe Harper, Marvin Noyes; **Receiving Officers** were Shawna Bales, Jeff Kuhn, now Stacey Nixon, Amy Caldwell; **Warrant Pickups** were Zach Cavett, Jeff Kuhn, now Joe Harper, Marvin Noyes, Stacey Nixon, Amy Caldwell. Motion by Markum to approve the Emergency Management changes, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

**Cash Appropriations:** The Clerk’s Office presented the cash appropriations as certified by the County Treasurer as of February 2, 2024:

<b>3</b>	<b>Alcoholic Bev. Tax</b>	<b>\$27,801.04</b>
#0001	General	
#1102	Highway	\$340,492.15
#1103	CBRI - 105 Monies	\$62,014.67
#1201	911 Phone Fees	\$1,659.01
#1202	C.L.E.A.N Program	\$0.00
#1204	Assessor Revolving Fee	\$157.30
#1208	County Clerk Lien Fee	\$4,346.13
#1209	County Clerk RM&P	\$9,251.51
#1211	Court Fund Salaries & Fringe Court	\$25,302.67
#1212	Emergency Management	\$5,265.76
#1213	Flood Plain	\$7.28
#1214	Free Fair Board	\$16,900.70
#1216	Health	\$398,144.41
#1220	Resale Property	\$59,694.35
#1223	Sheriff Commissary	\$1,332.09
#1226	Sheriff Service Fee	\$97,117.14
#1227	Sheriff Training	\$18.28
#1228	Solid Waste Management	\$547.62
#1230	Treasurer Mortgage Cert	\$2,473.67
#1235	Donations	\$0.00
#1237	Self-Insurance Program	\$217,530.89

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#1251	Opioid Abatement Settlement	\$213.34
#1308	Extension 3/8 ST	\$34,214.19
#1310	Fair Maintenance 3/8 ST	\$107,660.91
#1311	General Government 3/8 ST	\$95,580.29
#1313	Roads & Bridges 3/8 ST	\$279,938.43
#1315	Jail Debt 1/8 ST	\$151,873.51
#1321	Rural Fire 1/16 ST	\$86,086.82
#1327	Fire 3/8 ST	\$26,101.94
#1330	Highway ¼-ST	\$316,349.65
#1331	Jail Debt ¼ ST	
#1425	Rural Economic Action Plan Revolving Fund	
#1565	CFDA 21.01 (CARES)	
#1566	ARPA 2021	\$61,068.82
#1570	LATCF-Local assistance and tribal consistency	\$430.43
#2000	Capital Projects	
#7202	Child Abuse Prevention	\$12.82
#7205	Law Library	\$2,382.07
#7207	Mental Health	\$6,248.41
#7210	Court Clerk Preservation Fund	\$2,967.72
#7303	Seizure of Property	\$46.53
#7304	District Attorney Revolving	\$688.49
#7305	District Attorney Evidence	
#7402	Excess Resale	
#7404	Court Ordered Trust	
#7412	Protest Tidal Energy (Omitted)	\$534.80
#7413	2020 Protest – Grand Mesa	
#7414	2020 Protest ONEOK NGL Pipeline LP	
#7415	2020 Protest Mockingbird Estates LP	
#7416	2020 Protest ETC Texas Pipeline Ltd	
#7417	2020 Protest Tidal Energy	\$115.85
#7418	2020 Protest- White Cliffs Pipeline	
#7419	2020 Protest- Glass Mountain Pipeline	
#7420	2021 Protest-Marathon Petroleum	
#7421	2021 Protest Grand Mess Pipeline	
#7422	2021 Protest Tidal Energy	\$113.52
#7423	2021 Protest Mercuria Energy America	
#7424	2021 Protest Sperry Trough Gathering	\$3.69
#7425	2021 Protest Great Salt Plains Midstream	
#7426	2021 Protest MV Purchasing LLC	
#7427	Protest Sperry Trough Gathering	\$6.68
#7428	Protest Tidal Energy Marketing	\$79.72
#7429	Protest Great Salt Plains Midstream LLC	
#7431	Co. Bridge & Road Investment	
#7432	911 Phone Fees Investment	
#7433	Co. Clerk Lien Fee Investment	
#7434	County Clerk RM&P Investment	
#7435	Health Investment	
#7436	Resale Property Investment	
#7437	Treasurer Mtg Cert Investment	
#7438	Self-Insurance Prog Investment	
#7439	Fair Maintenance 3/8 ST Investment	
#7501	Estray Animal	\$86.40
#1216	Health - Special TIF Reimb March 19	
#1216	Health - Special TIF Reimb April 2	

Motion by Reding to approve the cash appropriations as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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

**Purchase Orders: New/Blanket/Tabled/Disallowed/Payroll/Longevity:** Purchase orders totaling \$478,300.36 2023-2024 Extension-ST 119, AMAZON CAPITAL SERVICES, 38.47, OFFICE SUPPLIES 120, ACTIVE CAMPAIGN LLC, 1430.40, MARKETING/EMAIL PROGRAM 121, B & C BUSINESS PRODUCTS, INC., 287.90, JANUARY BLANKET; Fair Main-ST 362, STILLWATER MILL AGRI CENTER, 3094.00, WOOD SHAVINGS 363, CAMPBELL COLIN, 1316.55, MILEAGE REIMBURSEMENT 364, PAYNE CO. DISTRICT 3, 1013.55, OCTOBER BLANKET 365, REPUBLIC SERVICES # 789, 1392.54, TRASH SERVICE; Fire- St 64, AUTO DEFINITIONS, 1270.00, AUTO SUPPLIES 65, OKLA. NATURAL GAS, 346.06, JANUARY BLANKET 66, BANNER FIRE EQUIPMENT INC, 2730.00, HELMETS 67, KINNUNEN SALES & RENTALS, INC, 95.09, OVERAGE PO 68, KINNUNEN SALES & RENTALS, INC, 383.20, JANUARY BLANKET 69, CENTRAL RURAL ELECTRIC COOPERATIVE, 74.00, JANUARY BLANKET; General 2688, CENTRAL ELECTRIC COOPERATIVE, 428.30, UTILITIES 2689, UNIFIRST, 165.35, JANUARY BLANKET 2690, DEARINGER PRINTING & TROPHY, INC., 48.00, BUSINESS CARDS 2691, A T & T, 39.54, UTILITIES 2692, B & C BUSINESS PRODUCTS, INC., 599.00, JANUARY BLANKET 2693, FIRST UNITED METHODIST CHURCH, 1600.00, PARKING AGREEMENT 2694, STAPLES BUSINESS CREDIT, 550.95, OFFICE SUPPLIES 2695, CENTRAL ELECTRIC COOPERATIVE, 900.00, UTILITIES 2696, A T & T, 560.97, PHONE SERVICE 2697, B & L HEAT & AIR, 1104.00, REPAIR 2698, SNAP-ON CREDIT LLC, 58.25, SUBSCRIPTION 2699, GRIMSLEYS, INC., 407.73, JANUARY BLANKET 2700, STRODE FUNERAL HOME, 819.00, INDIGENT CREMATION; Health 291, FUSION CLOUD SERVICES, LLC, 109.10, UTILITIES 292, CITY OF STILLWATER, 1898.21, UTILITIES 293, A T & T, 524.49, UTILITIES 294, AMERICAN TELEPHONE, 4174.00, INSTALL WIFI 295, AMERICAN TELEPHONE, 11498.00, PHONE SYSTEM 296, A & M STORAGE, 90.00, STORAGE 297, OKLA. STATE DEPT. OF HEALTH, 89771.95, PAYROLL 298, CITY OF CUSHING, 1055.41, UTILITIES; Highway 885, STEWART

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STONE, INC., 2770.94, YARD CLEAN UP 886, MERRIFIELD OFFICE SUPPLY, 149.99, JANUARY BLANKET 887, BOATMAN ENGINEERING LLC., 6600.00, SURVEYING SERVICES 888, NAPA AUTO PARTS, 383.64, FILTERS 889, SHERWIN WILLIAMS, 184.40, PAINT AND SUPPLIES 890, EARNHEART CRESCENT LLC, 397.80, DEF FLUID 891, CIMARRON SURVEYING & MAPPING CO., 4875.00, SURVEYING SERVICES 892, PROVALUE NET, 27.94, UTILITIES 893, STILLWATER BUILDING CENTER, 186.37, JANUARY BLANKET 894, STEWART STONE, INC., 1267.71, YARD CLEAN UP 895, EARNHEART CRESCENT LLC, 5802.86, WINTERIZED DYED DIESEL REMOTE TANKS 896, STEWART STONE, INC., 961.78, SURGE ROCK 897, TERMINAL SUPPLY COMPANY, 94.90, NUTS / BOLTS 898, COWBOY TIRE LLC, 250.00, TIRE MOUNT 899, UNIFIRST, 756.21, JANUARY BLANKET 900, STEWART STONE, INC., 1811.72, YARD CLEAN UP 901, KINNUNEN SALES & RENTALS, INC, 407.34, JANUARY BLANKET 902, STILLWATER STEEL AND, 193.84, JANUARY BLANKET 903, AMAZON CAPITAL SERVICES, 39.00, PARTS 904, CROWN PRODUCTS, INC., 174.49, PARTS 905, STEWART STONE, INC., 1883.06, CRUSHER RUN 906, STILLWATER MILL AGRI CENTER, 51.17, JANUARY BLANKET 907, CAVETT, ZACHARY H., 211.94, MILEAGE REIMBURSEMENT 908, CUSTOM PRODUCTS CORPORATION, 14352.51, SIGNS 909, K & S TIRE, 1118.00, TIRES; HIGHWAY 1/4TH-ST 22, STEWART STONE, INC., 35355.74, CRUSHER RUN 23, STEWART STONE, INC., 35498.19, CRUSHER RUN 24, STEWART STONE, INC., 35597.94, CRUSHER RUN 25, STEWART STONE, INC., 35437.73, CRUSHER RUN; Hwy-ST 40, ARMSTRONG BANK, 6013.34, GRADER PAYMENT 41, ARMSTRONG BANK, 6013.34, GRADER PAYMENT 42, LIUGONG CONSTRUCTION, 46865.00, TRACKHOE 43, ARMSTRONG BANK, 6013.34, GRADER PAYMENT 44, AMERICAN HERITAGE BANK, 12307.73, GRADER PAYMENT; Jail-ST 233, A T & T MOBILITY, 732.70, UTILITIES-CELL PHONE 234, CHARM-TEX INC, 349.00, JAIL SUPPLIES 235, STAPLES BUSINESS CREDIT, 326.08, OFFICE SUPPLIES 236, ICS, 79.00, BASEBALL CAPS 237, BEN E. KEITH OKLAHOMA, 12097.17, JANUARY BLANKET; ML Fee 37, MONSTER WORLDWIDE, INC, 400.00, EMPLOYMENT AD 38, B & C BUSINESS PRODUCTS, INC., 389.00, OFFICE FURNITURE 39, FENTON OFFICE MART, 330.00, FILING CABINETS; Mtg Cert 49, TM CONSULTING, INC., 1820.00, ANTIVIRUS 50, AMAZON CAPITAL SERVICES, 67.04, SURGE PROTECTOR; RM&P 41, AMAZON CAPITAL SERVICES, 810.74, PRINTER 42, B & C BUSINESS PRODUCTS, INC., 128.00, TONER CARTRIDGE; Rural Fire-ST 65, AUTO DEFINITIONS, 1649.99, PARTS 66, NAPA AUTO PARTS, 659.90, DECEMBER BLANKET 67, OG&E, 335.66, UTILITIES 68, AUTO DEFINITIONS, 899.99, BRUSHGUARD; SH Svc Fee 266, FASTENAL COMPANY, 139.15, SUPPLIES 267, GRIMSLEYS, INC., 352.76, SUPPLIES 268, STAPLES BUSINESS CREDIT, 251.53, OFFICE SUPPLIES 269, OKLA. SHERIFFS ASSOCIATION, 2400.00, MEMBERSHIP 270, JOHN VANCE AUTO GROUP, 45234.60, VEHICLE 271, OSU VETERINARY TEACHING HOSPITAL, 10319.55, ANIMAL CARE 272, PRECISION TECHNOLOGY SERVICES LLC, 1625.00, BLOCK OF TIME; Solid Waste Mange 6, CUSTOM PRODUCTS CORPORATION, 2974.53, SIGNAGE MATERIAL

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

**Blankets:** \$2500 for District 3

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

**Monthly Report of Officers:** Markum stated that she had presented Environmental Enforcement and that she had received Emergency Management's email. Motion by Markum to acknowledge the 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):** 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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