



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 **March 4, 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 20th, 2024, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes. Motion by Markum to approve minutes of February 28th, 2024, 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: Bid No. 2024-41 Rock Products (4 Month) for District 1 and 3: McCombs, Purchasing Agent presented the following bids to the board:

BID: 2024-41 - ROCK PRODUCTS

4 MONTH ROAD/BRIDGE CONSTRUCTION MATERIALS

District 1 & District 3

MARCH 4, 2024 @ 9:30am

Bidding Vendors

Notes (Item Number)

1. Stewart Stone
2. Anchor Stone Company
3. Dolese
4. Quapaw

**3/4/2024- WILL EVALUATE NEXT MEETING

Discussion/Possible Action on Evaluations: Cavett stated he would evaluate at the next meeting. No action taken.

Discussion/Possible Action on Reports from Officers and Boards:

Discussion/Possible Action – Proclamation Declaring March 5th, 2024 Jacklyn and George Shenold Day in Payne County: Motion by Reding to approve the Proclamation declaring March 5th 2024 Jacklyn and George Shenold Day in Payne County, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – League of Woman Voters Sunshine Week: Motion by Reding to table so the League of Woman Voters could be present, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Building Accessibility for the Public During the Modernization Upgraded of the County Administration Building for Citizens Access to All Offices: Markum stated she had several inquire on how this would affect the public attending meetings. Reding stated he would inquire with the Extension Office to see if they would be able to use their space on the first floor while the elevator was being upgraded. Reding stated they would also be implementing something similar to what was done during COVID where the public would be greeted on the first floor if they needed any offices on the second floor. Cavett inquired on the time frame to complete, Reding stated we were looking at three to five (3-5) weeks. Cavett also recommended that Reding get the opinion of our ADA regarding how it was best to handle the accessibility during the elevator upgrade.

Discussion/Possible Action – Return Remaining Unexpended Funds from the \$500 Arthur Cemetery Application Fee, in the amount of \$425.36 to Rhyner and Jerri Arthur: Motion by Reding to return the funds as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Lease Agreement between B&C Business Products and the Board of County Commissioners, Payne County, Oklahoma: Motion by Markum to approve the agreement as presented for the Treasurer’s Office, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Final Estimate for District 3 Redland Road RCD Construction Project: Motion by Markum to approve the final estimate for the District 3 Redlands Rd Construction Project, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Use of Courthouse Lawn, March 29, 2024, from 10:30am to 2:30pm for Walking Taco Fundraiser, by Holy Walk-a-molie a Relay for Life Team: Melissa Scott requested the use of the Courthouse Lawn. This is an event she has done in the past. Motion by Reding to approve the request as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Construction of a Stage at the Perkins Senior Citizens Center: Markum stated the Perkins Senior Citizens Center would like to build a stage. Reding stated as long as they built it in compliance to safety. Cavett agreed being the building is owned by the County. Markum stated she would get with them. Motion by Markum to approve the construction of the stage after confirming with the Center it would be built in compliance to safety, second by Reding. 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 one (1) with Leon & Kelly Hicks at 2724 Golden Oaks Dr, Stillwater, OK. Motion by Markum to approve the agreement as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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Removal of Equipment items from Inventory:

Resolution 2024-12 Declaration of Surplus, Dell M1210 Laptop Inventory No. 620.027, Acquired 4-25-2007, Gateway Laptop Inventory No. 620.019, Acquired 6-19-2006 for the Payne County Extension Office. Motion by Markum to approve Resolution 2024-12 through 16 as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Resolution 2024-13 Disposing of Equipment Gateway Laptop Inventory No. 620.019, Acquired 6-19-2006 for the Payne County Extension Office: Item approved with Item K1

Resolution 2024-14 Disposing of Equipment, Dell Laptop Inventory No. 620.027, Acquired 4-25-2007, Gateway Laptop Inventory No. 620.019, Acquired 6-19-2006 for the Payne County Extension Office. Item approved with Item K1

Resolution 2024-15 Declaration of Surplus Dell Computer Inventory No. 620.030, Acquired 10-19-2011 for the Payne County Extension Office. Item approved with Item K1

Resolution 2024-16 Disposing of Equipment Dell Computer Inventory No. 620.030, Acquired 10-19-2011 for the Payne County Extension Office. Item approved with Item K1

Appointment of Requisitioning and Receiving Officers: None presented on this date.

Cash Appropriations: None presented on this date.

Transfer of Appropriations: None presented on this date.

Purchase Orders: New/Blanket/Tabled/Disallowed/Payroll/Longevity: \$194,010.89 Fiscal Year 2023-2024
2023-2024 ARPA 2021 14, TUSA CONSULTING SERVICES II, LLC, 9351.22, RADIOS; CBRI 4, EST, INC, 4900.00, ENGINEERING SERVICES; Extension-ST 134, NASCO, 92.95, ADAPTER 135, US CELLULAR, 2.20, UTILITIES-CELL PHONE 136, HUNT, TINA, 30.69, MILEAGE REIMBURSEMENT; Fair Main-ST 411, CITY OF STILLWATER, 6587.33, UTILITIES 412, LEE COMPANY, INC., 1908.81, DOOR CLOSURE 413, GRIMSLEYS, INC., 369.68, FLOOR SCRUBBER 414, STILLWATER STEEL AND, 64.78, MATERIALS 415, W-W LIVESTOCK SYSTEMS, 122651.40, GATES / PANELS 416, OVERHEAD DOOR COMPANY, 329.50, OVERHEAD DOOR REPAIRS 417, GRIMSLEYS, INC., 315.86, CLEANING SUPPLIES 418, P & K EQUIPMENT, INC., 1445.78, REPAIR 419, A-1 SEPTIC SYSTEM, 750.00, CLEAN OUT SEPTIC TANK; Fire- St 83, OKLA. NATURAL GAS, 230.98, FEBRUARY BLANKET 84, RAILROAD YARD, 5200.00, STORAGE CONTAINER 85, CENTRAL RURAL ELECTRIC COOPERATIVE, 10.00, MARCH BLANKET 86, FLEETPRIDE, INC., 45.44, PARTS; General 3061, REPUBLIC SERVICES # 789, 119.93, DUMPSTER 3062, B & L HEAT & AIR, 160.00, INSPECTION 3063, DEARINGER PRINTING & TROPHY, INC., 48.00, BUSINESS CARDS 3064, MYERS, CASSIE J., 138.91, MILEAGE AND MEALS 3065, STILLWATER NEWSPRESS, 379.44, NOTICE OF PUBLICATION 3066, PRECISION TECHNOLOGY SERVICES LLC, 50.00, IT SERVICES BLANKET 3067, TK ELEVATOR CORPORATION, 737.00, ELEVATOR MAINTENANCE 3068, B & L HEAT & AIR, 80.00, FEBRUARY BLANKET 3069, NAPA AUTO PARTS, 43.98, JANUARY BLANKET 3070, CHICKASAW TELECOMMUNICATION, 1572.43, UTILITIES 3071, HOWARD, STEPHANIE D., 12.05, MEAL REIMBURSEMENT 3072, GRIMSLEYS, INC., 678.84, FEBRUARY BLANKET 3073, ALLEN LORI, 40.61, MEAL REIMBURSEMENT; Health 338, AUTREY TECH CENTER, 40.00, CERTIFICATION 339, SHUFFIELD, CATHY, 87.50, MILEAGE REIMBURSEMENT 340, CHICKASAW TELECOMMUNICATION, 37.66, UTILITIES 341, FUSION CLOUD SERVICES, LLC, 96.49, UTILITIES 342, MILLER, ROXANNE, 457.54, MILEAGE REIMBURSEMENT 343, CITY OF CUSHING, 682.35, UTILITIES 344, PIPARATO, KATHLEEN, 213.86, MILEAGE REIMBURSEMENT 345, KENMORE, ASHLEY, 73.16, MILEAGE REIMBURSEMENT 346, AUTREY TECH CENTER, 8.00, BLS CERTIFICATION 347, SUMMIT UTILITIES OKLAHOMA INC, 294.52, UTILITIES; Highway 1010, P & K EQUIPMENT, INC., 548.65, AIR FILTERS & OTHER SUPPLIES 1011, PREMIER TRUCK GROUP OF TULSA, 159.98, DECEMBER BLANKET 1012, B & L HEATING & AIR, 1086.51, PARTS AND LABOR 1013, K & S TIRE, 150.00, SHOP SUPPLIES 1014, DOLESE BROTHERS COMPANY, 84.24, FILL SAND 1015, CORPORATE BILLING LLC, 437.30, PARTS 1016, BULLARD CONSTRUCTION LLC, 5385.77, FENCING BID 1017, STILLWATER BUILDING CENTER, 118.57, FEBRUARY BLANKET 1018, 2TALK LLC, 52.44, UTILITIES 1019, PROVALUE NET, 27.94, UTILITIES 1020, A PLUS AUTO GLASS LLC, 438.34, WINDOW REPLACEMENT 1021, LOWES COMPANIES, INC., 297.34, OFFICE FURNITURE 1022, SHORTYS MACHINE, 375.00, LABOR 1023, P & K EQUIPMENT, INC., 231.17, PARTS 1024, NAPA AUTO PARTS, 3970.00, ANNUAL LICENSE 1025, SUMMIT UTILITIES OKLAHOMA INC, 253.43, UTILITIES 1026, EARNHEART CRESCENT LLC, 417.69, DEF FLUID 1027, UNIFIRST, 558.60, JANUARY BLANKET 1028, PREMIER TRUCK GROUP OF TULSA, 484.64, FILTERS 1029, AUTO DEFINITIONS, 1771.88, PARTS 1030, OVERHEAD DOOR COMPANY, 317.00, OVERHEAD DOOR REPAIRS 1031, STILLWATER MILL AGRI CENTER, 146.99, GATE FOR FENCE ACCESS 1032, UNIFIRST, 151.66, MISSED INVOICE 1033, STILLWATER STEEL AND, 114.00, SUPPLIES 1034, UNIFIRST, 611.84, DECEMBER BLANKET 1035, PRECISION TECHNOLOGY SERVICES LLC, 50.00, IT SERVICES BLANKET 1036, SHERWIN WILLIAMS, 204.84, PAINT AND SUPPLIES 1037, CROSS OIL COMPANY, INC, 5385.60, WINTERIZED DYED DIESEL REMOTE TANKS 1038, MILLS CONSTRUCTION AND, 500.00, TOPSOIL 1039, CITY OF CUSHING, 1390.68, UTILITIES 1040, DEARINGER PRINTING & TROPHY, INC., 35.00, FEBRUARY BLANKET 1041, P & K EQUIPMENT, INC., 547.99, FEBRUARY BLANKET 1042, P & K EQUIPMENT, INC., 75.60, PARTS; Jail-ST 276, ICS, 294.10, JAIL SUPPLIES 277, FRONTIER FIRE PROTECTION, 256.00, FIRE SUPPRESSION INSPECTION 278, GRIMSLEYS, INC., 971.58, VACUUM CLEANER; ML Fee 49, STILLWATER NEWSPRESS, 723.54, EMPLOYMENT AD; Mtg Cert 55, B & C BUSINESS PRODUCTS, INC., 105.40, OFFICE SUPPLIES 56, DEARINGER PRINTING & TROPHY, INC., 277.00, ENVELOPES 57, OME CORPORATION LLC, 3000.00, TAX STATEMENT PROCESSING; RM&P 46, CHICKASAW TELECOMMUNICATION, 614.00, MARCH BLANKET; Rural Fire-ST 79, ROSS' STATION, 644.77, JANUARY BLANKET 80, TOWN OF GLENCOE, 75.91, FEBRUARY BLANKET; Solid Waste Mange 11, OVERHEAD DOOR COMPANY, 181.00, OVERHEAD DOOR REPAIRS 12, B & C BUSINESS PRODUCTS, INC., 148.01, FEBRUARY BLANKET

Payroll: None presented on this date.

Blankets: \$150.00 for District 3.

Disallowed: None presented on this date.

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

Monthly Report of Officers: Markum presented the Environmental Enforcement report for February. Motion by Markum to approve as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Payne County Radio System and Subscriber Unit Update: Sheriff Harper stated that last he knew Stan with Tusa needed final subscriber unit numbers. No action taken.

Public Announcements from the Board (No Action will be taken) Reding stated he would like to still encourage the public to be smart with their burning being we have ideal conditions for fires.

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

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Possible Discussion and vote to enter Executive Session pursuant to 25 O.S 307 (B) (1) to discuss the employment, hiring, appointment, promotion, demotion, discipling, or resignation of Emergency Management Director Applicant *Donald Howard*: Motion by Reding to go into Executive Session to discuss applicant *Donald Howard*, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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

Possible Discussion and vote to enter Executive Session pursuant to 25 O.S 307 (B) (1) to discuss the employment, hiring, appointment, promotion, demotion, discipling, or resignation of Emergency Management Director Applicant *Breanna Pruitt*: Motion by Reding to go into Executive Session to discuss *Breanna Pruitt*, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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

Possible Discussion and vote to enter Executive Session pursuant to 25 O.S 307 (B) (1) to discuss the employment, hiring, appointment, promotion, demotion, discipling, or resignation of Emergency Management Director Applicant *David Luckey*: Motion by Markum to go into Executive Session to discuss *David Luckey*, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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

Possible Discussion and vote to enter Executive Session pursuant to 25 O.S 307 (B) (1) to discuss the employment, hiring, appointment, promotion, demotion, discipling, or resignation of Emergency Management Director Applicant *Pearce Taylor*: Motion by Reding to go into Executive Session to discuss *Pearce Taylor*, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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

Possible Discussion and vote to enter Executive Session pursuant to 25 O.S 307 (B) (1) to discuss the employment, hiring, appointment, promotion, demotion, discipling, or resignation of Emergency Management Director Applicant *Shawna Bales*: Motion by Markum to go into Executive Session to discuss *Shawna Bales*, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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

Possible Discussion and vote to enter Executive Session pursuant to 25 O.S 307 (B) (1) to discuss the employment, hiring, appointment, promotion, demotion, discipling, or resignation of Emergency Management Director Applicants: Motion by Reding to go into Executive Session to discuss applicants, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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

Discussion/Possible Action Hirning of Emergency Management Director: Motion by Reding to offer the Emergency Management Position to Pearce Taylor, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

New Business: None presented on this date.

Recess: Motion by Reding to Recess and go into the Facility Authority Meeting, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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

Adjournment: Motion to adjourn by Markum, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes. Cavett not present

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 _____