



## Official Minutes of PAYNE COUNTY BUDGET BOARD

The Payne County Budget Board met in a meeting of the board at 11:00 a.m. on **Monday, May 9, 2022**, at the Payne County Administration Building, Commissioner Meeting Room, Suite 200 located in Stillwater, Oklahoma.

**Chairman Reding called the meeting to order:** at 11:00 a.m.

**The following members were present:** **Chris Reding** - Commissioner District 2, **Joe Harper** – Sheriff, **Zach Cavett** – Commissioner District 1, **Teri Sahs** – Deputy Court Clerk, **Glenna Craig** – County Clerk, **Rocky Blasier** – Commissioner District 3, **Carla Manning** – Treasurer; **James Cowan** – Assessor. Also, in attendance various department heads, employees, and media. Manning was absent until the discussion of transfers.

**Approve minutes of the previous meeting of the board:** The Clerk’s Office presented minutes from the previous meeting. Motion by Cavett to approve April 11<sup>th</sup>, 2022, minutes as presented, second by Cowan. Roll Call Vote: Blasier-Yes, Cavett-Yes, Cowan-Yes, Craig-Yes, Sahs-Abstain, Harper-Yes, Reding-Yes.

**Financial Reports:**

**Cash Appropriations:** The Clerk’s Office presented Cash Appropriations as certified by the Treasurer May 3, 2022, these have been approved by the Board of County Commissioners:

3	Alcoholic Bev. Tax	\$23,118.66
#0001	General	
#1102	Highway	\$385,675.09
#1103	CBRI - 105 Monies	\$40,157.56
#1201	911 Phone Fees	\$56,565.78
#1202	C.L.E.A.N Program	
#1204	Assessor Revolving Fee	\$1,702.00
#1208	County Clerk Lien Fee	\$4,987.34
#1209	County Clerk RM&P	\$11,715.38
#1211	Court Fund Salaries & Fringe Court	\$28,800.00
#1212	Emergency Mgmt	
#1213	Flood Plain	
#1214	Free Fair Board	\$6,556.94
#1216	Health	\$44,606.63
#1220	Resale Property	\$46,774.67
#1223	Sheriff Commissary	\$30,449.36
#1226	Sheriff Service Fee	\$142,322.69
#1227	Sheriff Training	
#1228	Solid Waste Management	\$66.67
#1230	Treasurer Mortgage Cert	\$1,244.77
#1235	Donations	
#1237	Self-Insurance Program	\$106,098.90
#1308	Extension 3/8 ST	\$29,465.49
#1310	Fair Maintenance 3/8 ST	\$84,759.92
#1311	General Govnmt 3/8 ST	\$63,140.33
#1313	Roads & Bridges 3/8 ST	\$223,095.84
#1315	Jail Debt 1/8 ST	\$140,314.89
#1321	Rural Fire 1/16 ST	\$70,152.88
#1327	Fire 3/8 ST	\$21,046.78
#1330	Highway ¼-ST	\$280,620.66
#1331	Jail Debt ¼ ST	
#1425	Rural Economic Action Plan Revolving Fund	
#1565	CFDA 21.01 (CARES)	
#1566	ARPA 2021	
#2000	Capital Projects	
#7202	Child Abuse Prevention	\$2,475.75
#7205	Law Library	\$2,933.78
#7207	Mental Health	\$5,145.83
#7210	Court Clerk Preservation Fund	
#7303	Seizure of Property	
#7304	District Attorney Revolving	\$1,000.00
#7305	District Attorney Evidence	
#7402	Excess Resale	
#7404	Court Ordered Trust	
#7412	Protest Tidal Energy (Omitted)	\$35.57
#7413	2020 Protest – Grand Mesa	
#7414	2020 Protest ONEOK NGL Pipeline LP	
#7415	2020 Protest Mockingbird Estates LP	\$0.51
#7416	2020 Protest ETC Texas Pipeline Ltd	\$0.06
#7417	2020 Protest Tidal Energy	\$7.71
#7418	2020 Protest- White Cliffs Pipeline	

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#7419	2020 Protest- Glass Mountain Pipeline	
#7420	2021 Protest-Marathon Petroleum	\$0.43
#7422	2021 Protest Tidal Energy	\$7.55
#7423	2021 Protest Mercuria Energy America	\$1.44
#7424	2021 Protest Sperry Trough Gathering	\$0.27
#7425	2021 Protest Great Salt Palins Midstream	\$0.25
#7426	2021 Protest MV Purchasing LLC	\$0.77
#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 Maint 3/8 ST Investment	
#7501	Estray Animal	
#1216	Health - Special TIF Reimb March 19	
#1216	Health - Special TIF Reimb April 2	

Motion by Cowan to approve cash appropriations as presented, second by Harper. Roll Call Vote: Cavett-Yes, Cowan-Yes, Craig-Yes, Sahs-Yes, Harper-Yes, Reding-Yes, Blasier-Yes.

**Transfers:** Craig presented the following transfers: The Assessor's Office is transferring \$55,000 from the following accounts; Revaluation Fridge \$25,000 to Revaluation M&O, Assessor Full Time Salaries \$20,000 to Assessor M&O and Reval PT Salaries \$10,000 to Reval M&O for a total of \$55,000.

The Election Board Office is transferring \$2600 from Travel to the following accounts; Salaries \$310 and M&O \$2290 for a total of \$2600.

The Extension Office is transferring \$1,000 from Full Time Salaries to the following account; Part Time \$1000.

Craig stated that the Election Board Office was also requesting additional funds of \$15,000. Klein stated she was requesting \$5,000 for Part Time Salaries and \$10,000 in M&O. Klein stated the redistricting has been an added expense as well as open records request, and postage. The Election Board Office will eventually need a new copy machine as well as they have been using one donated from the Treasurer's Office.

Motion by Cavett to approve the transfers as presented, second by Cowan. Roll Call Vote: Cowan-Yes, Craig-Yes, Sahs-Yes, Manning-Yes, Harper-Yes, Reding-Yes, Blasier-Yes, Cavett-Yes.

Motion by Cavett to authorize up to \$15,000 for the Election Board Office to come out of the 3/8<sup>th</sup> cent sales tax general fund, second by Manning. Roll Call Vote: Craig-Yes, Sahs-Yes, Manning-Yes, Harper-Yes, Reding-Yes, Blasier-Yes, Cavett-Yes, Cowan-Yes.

**Letter of Commitment:** None presented on this date.

**Range changes/Discussion/Possible action:** None presented on this date.

**Approval of Employee request for Leave and/or Request for leave share:** None presented on this date.

**New hires/Discussion/Possible Action:** Manning stated she has two (2) new hires in the Treasurer's Office but has those funds to handle that payroll. Cowan stated that he has a former employee returning with 10 years' experience and would like to bring her back at a higher pay scale. Motion by Cavett to approve, second by Blasier. Roll Call Vote: Sahs-Yes, Manning-Yes, Harper-Yes, Reding-Yes, Blasier-Yes, Cavett-Yes, Cowan-Yes, Craig-Yes.

**Discussion/Possible Action – Approval of Extended Session for Board of Equalization:** Cowan stated he is unsure if he needs it but would like to extend the session just in case. Motion to approve the extended session by Craig, second by Cavett. Roll Call Vote: Harper-Yes, Reding-Yes, Blasier-Yes, Cavett-Yes, Cowan-Yes, Craig-Yes, Sahs-Yes, Manning-Yes.

**Discussion – Future Planning – A General Discussion of the immediate and Near Future Impacts of Changing Finances, Resources, and Manpower in the Post COVID Era, and how we can not only deal with these challenges appropriately but also lead the county more effectively:** Reding stated concern for future planning for the county. Reding wanted the board to start planning in how to respond appropriately and to help our county. Craig inquired with Reding on how he felt this was something the budget board would have any control over. Reding stated that if anyone had any large expenses coming up, he recommended making those needs known now. Craig felt budgeting more was not the answer, she felt that budgeting cautiously and as always, those needs can be discussed as a budget board instead of budgeting high and trashing the contingent account. Craig felt it was irresponsible for budgeting for something high you have no knowledge of, and cash accounts can be used for any unforeseen expenses. Craig stated that Cowan and Reding were the only two (2) departments that do not have a cash account. If there are any unforeseen expenses that come up, then that is when that need is brought to the budget board for discussion. Craig stated that the three (3) Commissioners who are currently overseeing the ARPA

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funds maybe could have set aside some of those funds for exactly what Reding was discussing. Reding stated that originally the plan was to pass a sales tax to fund those. Craig stated that you will have to have the vote of the people for that which is a timely process and would not happen in this next Fiscal Year. Craig reiterated that she believes that it would have behooved them to have used some of those funds for his concern rather than touching the general fund of the county. Craig stated she disagrees with the decision of spending 9 million on radios though she believes it is an important purchase for the county and agrees with Cavett on him wanting to have them bid in an effort to save the county funds. Craig stated that it would have again behooved them to put ARPA funds aside if Reding felt his concerns were so dire rather than come at the general fund with higher budgets.

**Discussion/Possible Action – County Claims and benefit update by Premier Consulting:** Amber Martin with Premier Consulting reviewed the county claims and updated the board on benefits.

**New Business/Discussion – no action will be taken:** None presented on this date.

**Adjournment:** Motion by Cavett to adjourn, second by Cowan. Roll Call Vote: Manning-Yes, Craig-Yes, Cavett-Yes, Harper-Yes, Blasier-Yes, Reding-Yes, Cowan-Yes, Sahs-Yes.

**Minutes of the Board attested to**

By \_\_\_\_\_  
Glenna Craig, Payne County Clerk  
Seal of office

**Approved by the Budget Board**

On the \_\_\_\_ day of \_\_\_\_\_ 2022

Chairman \_\_\_\_\_

Vice Chairman \_\_\_\_\_