



## 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 **June 12th, 2023**, at the Payne County Administration Building, Gloria Hesser Commissioners Meeting Room 200/201, located in Stillwater, Oklahoma.

**Vice Chairman Chris Reding called the meeting to order:** Meeting called to order at 9:00 a.m.

**The following members were present:** David Shreeves – Deputy Commissioner District 1, Chris Reding – Commissioner District 2, Rhonda Markum – Commissioner District 3, Leslie Echalk – Deputy County Clerk. Invocation by Chris Reding and Flag Salute to our country lead by Dewey Clapp.

**Approve minutes of the previous meeting of the board:** Motion by Markum to approve **June 5th, 2023**, minutes as presented, second by Shreeves. Roll Call Vote: Markum-Yes, Shreeves-Abstain, Reding-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 2024-17 Digital Ballots – Election Board; McCombs Purchasing Agent presented the following bids for the Election Board Office. *Midwest Printing Company* **REGULAR BALLOT:** 8.5x14 in - .15 cents per ballot; 8.5x17 in - .16 cents per ballot; 8.5x19 in - .16 cents per ballot; **ABSENTEE BALLOTS:** 8.5x14 - .15 cents per ballot; 8.5x17 in - .16 cents per ballot; 8.5x19 in - .16 cents per ballot; **SAMPLE BALLOT:** 8.5x14 in - .15 cents per ballot; 8.5x17 in - .16 cents per ballot; 8.5x19 in - .16 cents per ballot -Additional cost (Regular, Absentee & Sample) for Color Paper (yellow, pink, ivory) 8.5x14 in - .01 cent; 8.5x17 in & 8.5x19 in - .02 cents - **\*Bid prices include all charges for freight, F.O.B. with inside delivery. A shipping charge of \$20 will be included on orders of 200 or fewer ballots.**

*Royal Printing Company, Inc.* **REGULAR BALLOT:** 8.5x14 in - 15.5 cents per ballot; 8.5x17 in - 16.5 cents per ballot; 8.5x19 in - 16.5 cents per ballot; **ABSENTEE BALLOTS:** 8.5x14 - 15.5 cents per ballot; 8.5x17 in - 16.5 cents per ballot; 8.5x19 in - 16.5 cents per ballot; **SAMPLE BALLOT:** 8.5x14 in - 15.5 cents per ballot; 8.5x17 in - 16.5 cents per ballot; 8.5x19 in - 16.5 cents per ballot - **\*Shipping charge of \$10 will be included on orders of 200 or fewer ballots. This charge will only be added if the entire county's quantity (all entities combined for month) is ≤ 200**

**Discussion/Possible Action on Evaluations:** Bid 2024-17 Digital Ballots – Election Board. Courtney Callison, Election Board Secretary chose Midwest Printing as the best and lowest bid. Motion by Shreeves to accept the evaluation as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Shreeves-Yes.

**Discussion/Possible Action on Reports from Officers and Boards:**

**Discussion/Possible Action – Payne County Sheriff's Office Sole Source Purchase from Quintergy to Replace Servers:** Harper stated they are consolidating equipment in their IT room and with Quintergy now our IT they are needing to update some equipment. Motion by Markum, second by Shreeves. Roll Call Vote: Markum-Yes, Reding-Yes, Shreeves-Yes.

**Discussion/Possible Action – Contracts FY 2023-2024 Annual Fire Sprinkler Inspection, Hammond Fire Systems, Inc., and the board of County Commissioners of Payne County, Oklahoma:** Motion by Markum to approve the contracts on Items 7A to 7F with *Hammond Fire Systems, Favco Electric, Bussell Pest, Central Lawn, and Advantage Plumbing* for the Administration Building and Jail, second by Shreeves. Roll Call Vote: Markum-Yes, Reding-Yes, Shreeves-Yes.

**Discussion/Possible Action – Contract FY 2023-2024 Electrical Services, Between Favco Electric, Inc., and the Board of County Commissioners of Payne County, Oklahoma:** Item approved with 7A.

**Discussion/Possible Action – Contract FY 2023-2024 Pest Control Services, Between Bussell Pest Control and the Board of County Commissioners of Payne County, Oklahoma:** Item approved with 7A.

**Discussion/Possible Action – Contract FY 2023-2024 Lawn Services – Between Central Lawn and Landscape, LLC and the Board of County Commissioners of Payne County, Oklahoma:** Item approved with 7A.

**Discussion/Possible Action – Contract FY 2023-2024 Lawn Services – Between Plumbing Services Between Advantage Plumbing Heating & Cooling and the Board of County Commissioners of Payne County, Oklahoma:** Item approved with item 7A.

**Discussion/Possible Action – Resolution 2023-71 Renewal-Interlocal Cooperation Agreement between Circuit Engineering District 5 and the Board of County Commissioners of Payne County, Oklahoma:** Reding stated this was for the renewal of the membership with CED5. Motion to approve Resolution 2023-71 by Shreeves, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Shreeves-Yes.

**Discussion/Possible Action – Resolution 2023-70 – Designating Official Board Member to Circuit Engineering District 5:** Motion by Shreeves to approve Resolution 2023-70 with Cavett as primary, Markum as first alternate and Reding as second alternate, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Shreeves-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:** None presented on this date.

**Appointment of Requisitioning and Receiving Officers:** The County Clerk's Office presented the following changes for **Cushing Fire** Dalton Novotny and Daniel Myers as requisitioning officers, Amy Jones as receiving officer; **Chairman** Zach Cavett, Glenna Craig as requisitioning officers, Tammy Mathis, Shawna Bales as receiving officers, Zach Cavett, Glenna Craig, Tammy Mathis as warrant pickup; **Early Settlement** Glenna Craig, Tammy Mathis as requisitioning officers, Gracie Anderson, Ben Burnsed, Jay

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Irby as receiving officers, Glenna Craig, Tammy Mathis as warrant pickup; **County Clerk** Glenna Craig, Tammy Mathis as requisitioning officers, Gracie Anderson, Ben Burnsed as receiving officers, Glenna Craig, Tammy Mathis warrant pickup; **Excise Board/Equalization** Glenna Craig, Tammy Mathis requisitioning officers, Gracie Anderson, Ben Burnsed as receiving officers, Glenna Craig, Tammy Mathis as warrant pickup; **Juvenile Detention** Chris Reding as requisitioning officer, LeNell Bowen as receiving officer and Chris Reding as warrant pickup; **C.L.E.A.N Program** Chris Reding as requisitioning officer, LeNell Bowen as receiving officer, Chris Reding, LeNell Bowen as warrant pickup; **Commissioner/District 2/Floodplain** Chris Reding as requisitioning officer, LeNell Bowen as receiving officer, Chris Reding, LeNell Bowen as warrant pickup; **E911** Chris Reding, as requisitioning officer, LeNell Bowen as receiving officer, Chris Reding, LeNell Bowen as warrant pickup; **Commissioner District 2** Chris Reding as requisitioning officer, LeNell Bowen, Shawn Howell as receiving officers, Chris Reding, LeNell Bowen as warrant pickup; **District Attorney** Laura Austin Thomas, Scott Staley as requisitioning officer, Andrea Hickman, Monique DeShazer as receiving officers, Brenda Hendrickson, Scott Staley as warrant pickup; **District Attorney Seizure** Laura Austin Thomas, Scott Staley requisitioning officers, Cassie Carradine, Melinda Bradford as receiving officers, Brenda Hendrickson, Scott Staley as warrant pickup; **Court Clerk** Lori Allen as requisitioning officer, Melissa Brunstetter, Stephanie Howard, Judy Huff as receiving officers, Lori Alllen, Missy Brunstetter, Judy Huff as warrant pickup; **Commissioner District 2 Maintenance** Chris Reding as requisitioning officer, LeNell Bowen, John Robinson as receiving officers, Chris Reding, LeNell Bowen as warrant pickup; **Election Board** Courtney Callison as requisitioning officer, Courtney Callison, Kate McKinney as receiving officers, Courtney Callison, Kate McKinney as warrant pickup; **Sheriff** Joe Harper, Marvin Noyes as requisitioning officer, Stacey Nixon, Glenda Sexton, Rhonda Anderson as receiving officers, Joe Harper, Marvin Noyes, Stacey Nixon, Glenda Sexton as warrant pickup; **District 3 Environmental Enforcement** Rhonda Markum, DeWayne Barrett as requisitioning officers, Scott Lytle, Lee Shirley as receiving officers, Rhonda Markum, Scott Lytle as warrant pickup, **Perkins Fire** Joseph Barta as requisitioning officer, William Hunt as receiving officer. Motion by Markum to approve the changes as presented, second by Shreeves. Roll Call Vote: Markum-Yes, Reding-Yes, Shreeves-Yes.

**District 1 Emergency Management** Zach Cavett as requisitioning officer, Shawna Bales, Jeff Kuhn as receiving officers, Zach Cavett, Jeff Kuhn as warrant pickup; **District 3** Rhonda Markum, DeWayne Barrett, James Sullivan as requisitioning officers, Scott Lytle, Karen McCombs as receiving officers, Rhonda Markum, Scott Lytle, James Sullivan as warrant pickup. Motion by Markum to approve changes for Emergency Management and District 3, second by Shreeves. Roll Call Vote: Markum-Yes, Reding-Yes, Shreeves-Yes.

**Cash Appropriations:** None presented on this date.

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

**Purchase Orders: New/Blanket/Tabled/Disallowed/Payroll/Longevity: FY 2022-2023 \$240,094.53** 2022-2023 911 Phone 73, A T & T, 352.92, UTILITIES; Extension-ST 160, RASH DEA, 160.87, MILEAGE REIMBURSEMENT 161, B & C BUSINESS PRODUCTS, INC., 199.41, OVERAGE PO 162, OKLA. STATE UNIVERISTY - BURSAR, 82.46, UTILITIES-HOT SPOTS 163, HUNT, TINA, 48.54, MILEAGE REIMBURSEMENT 164, SHRED- AWAY SHREDDING, INC., 56.00, SHREDDING SERVICES 165, B & C BUSINESS PRODUCTS, INC., 489.40, APRIL BLANKET; Fair Main-ST 432, MEEKS EQUIPMENT, 1092.09, PARTS & SERVICE 433, CENTRAL LAWN AND LANDSCAPE, 120.00, WEED CONTROL SPRAYING 434, CHICKASAW TELECOMMUNICATION, 628.00, UTILITIES-INTERNET 435, REPUBLIC SERVICES # 789, 1114.04, TRASH SERVICE; General 4039, THE MEADOWS CENTER FOR, 135.00, SHREDDING SERVICES 4040, R. K. BLACK, INC, 157.93, LEASE CHARGES 4041, OAKES SERVICE CENTER, 20.00, SERVICES 4042, A T & T MOBILITY, 67.48, UTILITIES-CELL PHONE 4043, R. K. BLACK, INC, 267.27, CONTRACT OVERAGE 4044, JENNIFER PRICE, CSR/RPR, 418.50, COURT TRANSCRIPT 4045, A T & T MOBILITY, 4547.26, UTILITIESCELL PHONE 4046, DEARINGER PRINTING & TROPHY, INC., 173.70, STAMPS 4047, PURE WATER PARTNERS, LLC, 93.00, WATER SERVICES 4048, IMAGENET SOLUTIONS DIVISION, 1115.00, IT SERVICES 4049, THOMSON REUTERS - WEST, PAYMENT CENTER, 995.01, WESTLAW SUBSCRIPTION 4050, COMMUNITY WORKS, 2759.00, JUVENILE DETENTION 4051, SHRED- AWAY SHREDDING, INC., 40.00, SHREDDING SERVICES 4052, NAPA AUTO PARTS, 2478.39, PARTS & SUPPLIES 4053, STILLWATER NEWSPRESS, 90.55, PROOF OF PUBLICATION 4054, FLEETCOR TECHNOLOGIES, 175.41, FUEL BLANKET 4055, STILLWATER NEWSPRESS, 51.35, NOTICE TO BIDDERS 4056, QUALITY WATER SERVICES, 57.50, WATER SERVICES 4057, M POWER INC., 150.00, JANITORAL SERVICES 4058, TRANSUNION RISK AND ALTERNATIVE, 250.00, TLO CHARGES 4059, A T & T MOBILITY, 217.41, JUNE BLANKET 4060, OKLAHOMA TURNPIKE AUTHORITY, 4.60, TOLL CHARGE 4061, POSTMASTER, 945.00, POSTAGE STAMPS 4062, CAVETTS CONSTRUCTION & RENOVATIONS, 200.00, LANDSCAPING 4063, JENNIFER PRICE, CSR/RPR, 178.50, COURT TRANSCRIPT 4064, AMAZON CAPITAL SERVICES, 554.69, PROSECUTION BOOKS 4065, PAX8 INC, 124.00, IT SERVICES 4066, BUSSELL PEST CONTROL, LLC, 50.00, INTERIOR SPRAY 4067, A T & T MOBILITY, 196.47, UTILITIES-IPADS 4068, BUSSELL PEST CONTROL, LLC, 50.00, INTERIOR SPRAY 4069, COMMUNITY WORKS, 712.00, JUVENILE DETENTION 4070, M POWER INC., 75.00, JANITORAL SERVICES 4071, JUVO WEB SOLUTIONS LLC, 585.00, ANNUAL HOSTING 4072, POSTAL PACK & SHIP, 46.40, POSTAGE 4073, R. K. BLACK, INC, 253.07, CONTRACT LEASE CHARGE 4074, QUALITY WATER SERVICES, 49.75, WATER SERVICES 4075, VIP TECHNOLOGY SOLUTIONS GROUP, 747.49, UTILITIES 4076, SIRCHIE FINGER PRINT, 450.79, EVIDENCE SUPPLIES 4077, THOMSON REUTERS - WEST, PAYMENT CENTER, 603.00, GUIDES 4078, B & L HEAT & AIR, 10196.00, CIRCULATION PUMP 4079, PEREGRINE SERVICES, INC., 2828.37, MAILING SERVICES 4080, OAKES SERVICE CENTER, 544.70, SERVICE & SUPPLIES; Health 441, BEN WELCH LANDSCAPE CARE, 1538.75, MAY BLANKET 442, SHUFFIELD, CATHY, 186.02, MILEAGE REIMBURSEMENT 443, LOWES COMPANIES, INC., 124.59, MAY BLANKET 444, R. K. BLACK, INC, 347.22, CONTRACT INVOICES 445, THE MEADOWS CENTER FOR, 135.00, MAY BLANKET 446, PIPARATO, KATHLEEN, 272.48, MILEAGE REIMBURSEMENT 447, AMAZON CAPITAL SERVICES, 65.33, CONSUMER PROTECTION 448, PEAK PEST SERVICES LLC, 200.00, MAY BLANKET 449, AMAZON CAPITAL SERVICES, 147.04, HEALTHY YOUTH PROGRAM 450, ALLIANCE MAINTENANCE INC, 2000.00,

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JANITORAL SERVICES 451, AMAZON CAPITAL SERVICES, 214.02, OFFICE SUPPLIES 452, PITNEY BOWES GLOBAL FINANCIAL, 144.93, EQUIPMENT LEASE; Highway 1514, DIRECT DISCOUNT TIRE, 17200.00, GRADER TIRES 1515, OKLA. NATURAL GAS, 146.85, UTILITIES 1516, DIRECT DISCOUNT TIRE, 1830.00, TRACTOR TIRES 1517, KSMI, 1723.34, PARTS 1518, CITY GLASS OF STILLWATER, INC., 263.90, WINDOW REPAIRS 1519, A T & T MOBILITY, 199.12, UTILITIES-CELL PHONE 1520, STEWART STONE, INC., 13359.04, CRUSHER RUN 1521, FRANKS DIESEL SERVICE, INC, 269.10, MAY BLANKET 1522, UNIFIRST, 694.20, MAY BLANKET 1523, NATIVE GEOTECHNICAL, TESTING, 3927.00, ASPHALT TESTING 1524, CITY TRAILER, INC, 142.53, PARTS 1525, STEWART STONE, INC., 14198.48, CRUSHER RUN 1526, MHC KENWORTH TULSA, 1293.00, PARTS 1527, OKLA. NATURAL GAS, 34.98, UTILITIES 1528, MARKUM RHONDA, 61.05, MILEAGE REIMBURSEMENT 1529, WARREN CAT, 1326.28, MAY BLANKET 1530, STILLWATER STEEL AND, 219.35, MAY BLANKET 1531, NAPA AUTO PARTS, 3122.51, MAY BLANKET 1532, OAKES SERVICE CENTER, 100.00, MAY BLANKET 1533, POSTAL PACK & SHIP, 36.86, MAILING 1534, REPUBLIC SERVICES # 789, 114.75, MAY BLANKET 1535, STILLWATER MILL AGRI CENTER, 17.10, MAY BLANKET; Jail-ST 469, STAPLES BUSINESS CREDIT, 1044.81, COPY PAPER 470, CHARM-TEX INC, 1604.80, INMATE SUPPLIES 471, SYSCO FOOD, INC., 15427.00, FOOD SUPPLIES 472, BEN E. KEITH OKLAHOMA, 13854.26, FOOD SUPPLIES 473, B & L HEAT & AIR, 250.00, PARTS AND REPAIRS 474, R. K. BLACK, INC, 233.81, CONTRACT BASE RATE 475, BIMBO BAKERIES USA, 6434.48, BREAD SUPPLIES 476, STILLWATER MILL AGRI CENTER, 66.99, MAY BLANKET 477, QUALITY WATER SERVICES, 298.75, WATER SERVICES 478, WIN WHOLESALE COMMERCIAL, 464.79, PARTS & SUPPLIES 479, TURN KEY HEALTH CLINICS LLC, 42990.23, MEDICAL SERVICES 480, LOCKE SUPPLY, 30.25, PARTS & SUPPLIES 481, A T & T MOBILITY, 643.37, UTILITIES-CELL PHONE; ML Fee 58, QUALITY WATER SERVICES, 57.50, WATER SERVICES 59, DEARINGER PRINTING & TROPHY, INC., 884.00, ENVELOPES; RM&P 66, MIDCON SHREDDING, 92.00, SHREDDING SERVICES; Rural Fire-ST 124, ROSS' STATION, 176.02, MAY BLANKET 125, ESO SOLUTIONS, INC, 2502.40, EMERGENCY REPORTING; SH Svc Fee 303, VISA, 155.50, MAY BLANKET 304, COMDATA, 16405.14, FUEL BLANKET 305, SIRCHIE FINGER PRINT, 168.29, SUPPLIES 306, GT DISTRIBUTORS, INC., 32657.00, MAGAZINES/AMMO

**Blanket:** \$3000 for District 3

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

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

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

**Monthly Report of Officers:** The Clerk's Office presented the following monthly report of officers; Treasurer's various reports, The County Clerk is reporting a balance of \$141,389.45; Court Clerk is reporting a balance of \$1,166,187.16; Court Clerk RM&P is reporting a balance of \$53,206.19; Sheriff is reporting a balance of \$117,795.42; and the Health Department is reporting a balance of \$7098.46. Motion by Markum to acknowledge the monthly reports of officers as presented, second by Shreeves. Roll Call Vote: Markum-Yes, Shreeves-Yes, Reding-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 Shreeves. Roll Call Vote: Markum-Yes, Shreeves-Yes, Reding-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 \_\_\_\_\_ 2023

Chairman \_\_\_\_\_

Commissioner \_\_\_\_\_

Commissioner \_\_\_\_\_