

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 July 28th, 2023, 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, 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 July 17th, 2023, minutes 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:

2024 Asphalt Overlay District 1

**Bid # 2024-20 - Asphalt Overlay Dist 1 & 3**

District 1  
JULY 28, 2023 @ 9:30am

Bidding Vendors	Notes
1. Haskell Lemon Construction Co.	
2. Bailey's Paving Co	
3. Kerns Construction Inc.	
4. Ellsworth Construction OKC, LLC	
5. TJ Campbell Construction Co	

Cavett stated they would evaluate at a later date.

Discussion/Possible Action on Evaluations: None presented on this date.

Discussion/Possible Action- Resolution 2023-84 Declaration of Acceptance of a GIFT for Payne County (Sheriff's Department) from Contango Resources, LLC: Motion by Reding to approve Resolution 2023-84 as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action- Standard Operating Procedures for Payne County Emergency Management: The board discussed possible changes and updates. County Attorney Jeremiah Gregory, legal counsel also advised that this was a great start just needing to clarify some things. Motion by Cavett to table and Jeremiah Gregory would be the final approval before presenting again, second by Markum.

Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action- Guidelines for Payne County Environmental Enforcement: Motion by Markum to approve, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action Requesting the Office of State Auditor & Inspector to Perform a Special Audit of the Environmental Enforcement Department: Markum requested this audit after taking over Environmental Enforcement. Markum wanted time sheets looked over now that she is responsible for the department. Motion by Markum to proceed with the audit, second by Cavett. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action—Appointment of County Safety Director in accordance with Administrative Rule 380:1-22, Oklahoma Department of Labor, Public Employee Occupational Safety and Health (PEOSH) Division: Cavett inquired with Kuhn about taking on that role again, Kuhn stated he would rather not due to the responsibility that it involves. Motion by Reding to table until someone has been recommended, is capable and qualified, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action- Sales Agreement for 2023 299D3 XE Compact Track Loader Between Warren Cat and the Board of County Commissioners, Payne County, Oklahoma: Cavett stated District 1 was trading in equipment with this agreement. Motion by Reding to approve the sales agreement for a 2023 299D3 Compact Track Loader, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – Use of the Courthouse Lawn for Signage Advertising the Payne County Free Fair: Colin Campbell with the Expo Center is requesting to use the Courthouse Lawn to advertise for the Payne County Fair. Motion by Reding to approve the request as presented, second by Markum. Cavett inquired on the time frame; Campbell stated that once the banners were ready, they would place them and leave up until the end of the Fair. 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: None presented on this date.

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: FY 2022-2023 \$134,387.67 FY 2023-2024 \$403,399.18 2023-2024 Extension-ST 5, STANDLEY SYSTEMS, INC., 452.23, JULY BLANKET 6, OSU COOPERATIVE EXT. SRV., 26666.66, JULY BLANKET 7, US CELLULAR, 210.66, CELL PHONE USAGE 8, AMAZON CAPITAL SERVICES, 125.98, OFFICE SUPPLIES; Fair Board 2, OKLA. GARDEN TRACTOR, 850.00, SPONSORSHIP 3, MILLER, ALLEN, 500.00, SPONSORSHIP; Fair Main-ST 33, CITY OF STILLWATER, 65.45, UTILITIES 34, STILLWATER STEEL AND, 583.35, WELDING SUPPLIES 35, CITY OF STILLWATER, 11369.92, UTILITIES 36, JUVO WEB SOLUTIONS LLC, 610.50, HOSTING RENEWAL 37, OKLA. NATURAL GAS, 151.84, UTILITIES 38, POWERNET, 10.53, LONG DISTANCE 39, CITY

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OF STILLWATER, 650.12, UTILITIES 40, QUEST TECHNICAL SERVICE, 248.00, MISSED INVOICE 41, REGISTRATIONMAX LLC, 1250.00, FAIR ENTRY REGISTRATION; Fire- St 3, VERIZON WIRELESS, 240.06, UTILITIES-CELL PHONE 4, CENTRANET LLC, 98.16, AUGUST BLANKET 5, SIGNS NOW, 924.00, BANNERS; General 290, TROUT FUNERAL HOME & CREMATORY, 600.00, INDIGENT CREMATION 291, CALLISON, COURTNEY B., 34.58, TRAVEL 292, JENNIFER PRICE, CSR/RPR, 450.00, TRANSCRIPTS 293, AXON ENTERPRISE INC, 87509.48, TASER 294, HUNTER, LOSCO, 12.97, TRAVEL 295, ILOOKABOUT, 18000.00, SOFTWARE SUBSCRIPTION 296, SMC TECHNOLOGIES INC., 250.00, JULY BLANKET 297, CITY OF STILLWATER, 73.72, UTILITIES 298, PURE WATER PARTNERS, LLC, 3.00, OVERAGE 299, A & B ECO-SAFE PEST CONTROL, INC, 50.00, JULY BLANKET 300, POSTAL PACK & SHIP, 42.54, POSTAGE BLANKET 301, SHRED-AWAY SHREDDING, INC., 40.00, JULY BLANKET 302, CITY OF STILLWATER, 14.64, UTILITIES 303, CITY OF STILLWATER, 10802.12, UTILITIES 304, SNAP-ON CREDIT LLC, 58.25, SUBSCRIPTION FEE 305, OKLA. NATURAL GAS, 315.46, JULY BLANKET 306, STAPLES BUSINESS CREDIT, 558.85, OFFICE SUPPLIES 307, LOWES COMPANIES, INC., 142.40, JULY BLANKET 308, C. O. P. S. PRODUCTS LLC., 33.98, SUPPLIES 309, CITY OF STILLWATER, 327.26, UTILITIES 310, A T & T, 37.72, UTILITIES 311, THOMSON REUTERS - WEST, PAYMENT CENTER, 623.63, SOFTWARE SUBSCRIPTION 312, R. K. BLACK, INC, 263.89, COPIER MAINTENANCE 313, AMAZON CAPITAL SERVICES, 232.32, OFFICE SUPPLIES 314, STAPLES BUSINESS CREDIT, 445.33, OFFICE SUPPLIES 315, B & C BUSINESS PRODUCTS, INC., 1825.58, OFFICE SUPPLIES 316, CITY OF STILLWATER, 10222.97, UTILITIES 317, HIGH FIVE MEDIA GROUP, LLC, 199.00, WEBSITES SERVICES 318, PIONEER TIRE CENTER, 100.00, ALIGNMENT SERVICES 319, DISTRICT ATTORNEYS COUNCIL, 30195.00, PAYROLL 320, GEOSAFE INC, 12000.00, SUBSCRIPTION 321, CITY OF STILLWATER, 593.05, UTILITIES 322, B & L HEAT & AIR, 90.00, SERVICE CALL 323, STILLWATER MILL AGRI CENTER, 1.98, OVERAGE PO 324, CITY OF STILLWATER, 651.31, UTILITIES-M POWER 325, VIP TECHNOLOGY SOLUTIONS GROUP, 747.57, UTILITIES 326, COOPERS LOCKSMITH LLC, 80.00, SERVICES 327, CALVIN'S WRECKER SERVICE, 349.50, TOWING SERVICES 328, EMBASSY SUITES NORMAN, 196.00, HOTEL FOR CONFERENCE 329, A-1 SEPTIC SYSTEM, 375.00, CLEAN WASH BAY 330, EMBASSY SUITES NORMAN, 196.00, HOTEL FOR CONFERENCE 331, R. K. BLACK, INC, 1474.40, BASE RATE CHARGES; Health 10, AMAZON CAPITAL SERVICES, 529.59, SUPPLIES 11, UNIVERSITY CLEANING SERVICES, 687.45, JULY BLANKET 12, UNIVERSITY CLEANING SERVICES, 1863.24, JULY BLANKET 13, GUYER, LAURA, 34.72, TRAVEL 14, DEXYP, 18.70, DIRECTORY LISTING 15, GRIMSLEYS, INC., 141.36, CLEANING SUPPLIES 16, QUIKPRINT, 164.42, DISPARITIES GRANT 17, YERGER, PAULA, 50.95, TRAVEL 18, COOPERS LOCKSMITH LLC, 8.00, KEY BLANK 19, OK ASSOCIATION FOR INFANT MENTAL HEALTH, 300.00, TRAINING; Highway 57, FLEET FUELS LLC, 439.17, GREASE 58, HOIDALE COMPANY, INC., 500.00, REPAIR FUEL STATION 59, NAPA AUTO PARTS, 470.97, PARTS 60, WARREN CAT, 932.37, GLASS REPLACEMENT 61, FLEETPRIDE, INC., 235.21, SUPPLIES 62, FLEETPRIDE, INC., 278.72, MOTOR 63, KELLPRO, INC., 4071.00, SOFTWARE RENEWAL 64, FLEETPRIDE, INC., 1250.24, PARTS 65, DIRECT DISCOUNT TIRE, 376.56, TIRES & WASTE FEE 66, WILCOXSON OIL, 26041.93, DYED DIESEL 67, AMAZON CAPITAL SERVICES, 79.97, SUPPLIES 68, WESTERN DPF FILTER CLEANING, LLC, 325.00, FILTER CLEANING 69, CITY OF CUSHING, 344.43, UTILITIES 70, FLEETPRIDE, INC., 437.72, SUPPLIES 71, CITY OF STILLWATER, 357.06, UTILITIES 72, EARNHEART CRESCENT LLC, 4235.66, UNLEADED FUEL 73, EARNHEART CRESCENT LLC, 18666.30, DYED DIESEL 74, COWBOY TIRE LLC, 209.95, FLAT REPAIRS 75, HOIDALE COMPANY, INC., 247.75, OVERAGE PO; Hwy-ST 1, ANCHOR D BANK, 50000.00, GRADER PAYMENT; Jail-ST 9, WILSON, NAOMI, 2075.00, CONTRACT LABOR 10, CITY OF STILLWATER, 21955.71, UTILITIES 11, CONSTELLATION NEWENERGY-GAS DIVISION, LLC, 662.58, UTILITIES 12, A & B ECO-SAFE PEST CONTROL, INC, 200.00, JULY BLANKET 13, GRIMSLEYS, INC., 5989.40, JULY BLANKET 14, OKLA. NATURAL GAS, 307.57, UTILITIES 15, HOBART SERVICE, 6761.00, GARBAGE DISPOSAL 16, OK STATE RESTAURANT SUPPLY LLC, 795.00, KITCHEN SUPPLIES; ML Fee 5, AMAZON CAPITAL SERVICES, 87.87, SUPPLIES; Mtg Cert 8, QUALITY WATER SERVICES, 20.50, JULY BLANKET; RM&P 4, LABELCITY, INC., 1039.89, ADDRESS LABELS 5, ALPHA COMPUTING SOLUTIONS, 4800.00, BLOCK OF TIME 6, EDOCTEC, 11500.00, ANNUAL MAINTENANCE; Rural Fire-ST 3, KINNUNEN SALES & RENTALS, INC, 11.98, OVERAGE; Seizure of Property 1, WILLIAMS, DELSHON D, 1005.00, SEIZED MONEY REFUND; SH Commissary 1, POSTMASTER, 1320.00, POSTAGE STAMPS; SH Svc Fee 9, QUALITY CUSTOM UPFITTERS, 5000.00, LABOR 10, KINNUNEN SALES & RENTALS, INC, 29.97, TOOLS 11, COWBOY TOWING LLC, 143.32, TOWING SERVICES 12, QUALITY CUSTOM UPFITTERS, 200.00, PARTS; Solid Waste Mange 1, KINNUNEN SALES & RENTALS, INC, 968.99, WEEDEATER

Blanket: August blankets \$293,763.79

Payroll: Payroll \$752,541.32, Premiums \$271,384.95, Taxes \$194,546.50 with a total of \$1,218,472.77 for July payroll.

Disallowed: None presented on this date.

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

Monthly Report of Officers: The Clerk's Office presented the following monthly reports; The Assessor has a balance \$753.00, Court Clerk \$1,026,167.58, Court Clerk RM&P \$56,348.30. Motion by Reding to acknowledge the monthly reports as presented, second by Markum. 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: Reding stated that he had received Triple Creek Phase I plat to look over. Reding did notice it stated that the roads would be maintained by the County. Markum stated that needed to be removed from the plat. Reding wanted to see if it was okay for him to reach out and request that be taken off the plat to save time before it was presented, Markum stated yes.

Recess: Motion by Reding to recess, 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.

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Adjournment: Motion to adjourn by Reding, second by Markum. 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 \_\_\_\_\_ 2023

Chairman \_\_\_\_\_

Commissioner \_\_\_\_\_

Commissioner \_\_\_\_\_

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