



**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 **August 30th, 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, Rhonda Markum – Commissioner District 3, Chris Reding- Commissioner District 2, Leslie Echalk – Deputy County Clerk. Invocation by Rhonda Markum and Flag Salute to our country lead by Dewey Clapp.

Approve minutes of the previous meeting of the board: Motion by Markum to approve **August 14th, 2023**, minutes as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Motion by Markum to approve **August 21st, 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: None presented on this date.

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

Discussion/Possible Action on Reports from Officers and Boards:

Discussion/Possible Action- Resolution Language regarding ACCO SIG/SIF Claims: No action taken today this will be on the September 5th agenda; Dusty Birdsong with ACCO will be present.

Discussion/Possible Action-FY 2023-24 COEDD Assessment: Cavett presented the FY 2023-2024 COEDD dues for 2023-2024. Motion by Reding to approve as presented, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action- ODOT FORM 324a - CBRI-160C(184)RB-Keystone Gas Utility Relocation- Company Name Change Approved 8-14-2023: Cavett stated that there was a name change noted on this form. Keystone has a gas utility relocation after verifying that the pipeline was abandoned due to no one claiming them. Item D is the same as Item C with Keystone Gas to cut and cap off those lines. Motion by Reding to approve ODOT Form 324a as presented for items C and D, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action- ODOT FORM 324a - CBRI-160C(184)RB-Keystone Gas Utility Relocation: approved with Item C

Discussion/Possible Action- ACCO SIG Property and Liability Quote- Expo Building Values Revised: Cavett stated when this was originally sent in, ACCO was not able to read what the Fairgrounds had submitted with their changes. Cavett stated with their updates it will add \$10,000 to the overall price. Motion by Reding to accept the update as presented and to make the necessary payment to be paid in full, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action- Commissary Service Agreement- Between CTC Commissary, LLC and the Board of County Commissioners, Payne County, Oklahoma: Motion by Reding to approve the CTC Commissary, LLC agreement as presented with the Sheriff's Office, second by Markum. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action- Waiver of Liability for Temporary Use of Courthouse Lawn for Metal Detecting/Treasure Hunting: The board discussed that a waiver will be required for each person requesting to detect onsite; good for thirty (30) days covering all areas of liability, discoveries, and use of the property. Motion by Markum to approve as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action Resolution 2023-92 3/8th Cent Sales Tax Road Money Notification Resolution – Equipment Purchase: Motion by Markum to approve Resolution 2023-92, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action- 23' Caterpillar 140LVR Motor Grader Serial # ON9400727 Between Armstrong Bank and the Board of Commissioners, Payne County, Oklahoma: These are purchase agreements with Armstrong Bank. Motion by Markum to approve items I, J, and K as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action- 23' Caterpillar 140LVR Motor Grader Serial # ON9400714 Between Armstrong Bank and the Board of Commissioners, Payne County, Oklahoma: Approved with Item I.

Discussion/Possible Action- 23' Caterpillar 140LVR Motor Grader Serial # ON9400713 Between Armstrong Bank and the Board of Commissioners, Payne County, Oklahoma: Approved with Item I.

Discussion/Possible Action – 24' Western Star Purchase Agreement Between Premier Trucking Group of Tulsa and the Board of Commissioners, Payne County, Oklahoma: Motion by Markum to approve the purchase agreement with Western Star for the purchase of a truck with the Chair to sign on behalf of the board, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Discussion/Possible Action – ARPA Fund Grant Application Awards: Motion to table by Markum, 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: Motion by Markum to approve ingress and egress agreements for District 1 and 3, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

Removal of Equipment items from Inventory: None presented on this date.

Appointment of Requisitioning and Receiving Officers:

Health Department FY 2023-2024: The Clerk's Office presented the following updates for the Health Department; No changes in Requisitioning Officers, removing Katelynn Shultz and adding Paula Yerger as Receiving Officers, and adding Kyra Penny to Warrant Pickup. Motion by Markum to approve updates as presented, second by Reding. Roll Call Vote: Markum-Yes, Reding-Yes, Cavett-Yes.

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Cash Appropriations: None presented on this date.

Transfer of Appropriations: None presented on this date.

Purchase Orders: New/Blanket/Tabled/Disallowed/Payroll/Longevity: FY2022-2023 \$92,443.73 and FY2023-2024 \$730,378.01. 2022-2023 Fire- St 128, NAFECO, INC., 4000.00, HOSE 129, NAFECO, INC., 2395.00, GEAR; General 4431, SPIRIT ELECTRONIC, 3221.00, PARTS AND REPAIRS; Health 530, CITY OF CUSHING, 1296.40, UTILITIES 531, WALKER COMPANIES, 89.50, NOTARY RENEWAL; Highway 1701, QUAPAW CO., INC., 2109.16, SCREENINGS 1702, QUAPAW CO., INC., 2146.88, SCREENINGS 1703, UNIFIRST, 626.37, SERVICE & SUPPLIES 1704, QUINTERGY INC, 196.65, CONTRACT SERVICES; HIGHWAY 1/4TH-ST 48, QUAPAW CO., INC., 12821.12, ROAD ROCK; Jail-ST 581, BIG CREEK NURSERY & LANDSCAPE, 157.00, GARDEN SEEDS; Rural Fire-ST 145, NAFECO, INC., 45919.00, AIR CASCADE SYSTEM 146, NAFECO, INC., 17465.65, GEAR; 2023-2024 ARPA 2021 1, OUR DAILY BREAD FOOD AND, 34650.00, ARPA INTEREST 2, PAYNE CO. ECONOMIC DEVELOPMENT, 150000.00, ARPA INTEREST 3, PAYNE CO. DRUG COURT, INC., 80000.00, ARPA INTEREST 4, INGALLS-GLENCOE MASONIC LODGE, 8000.00, ARPA INTEREST 5, LOVE INC OF GREATER CUSHING, 20000.00, ARPA INTEREST 6, CUSHING LIONS CLUB, 8500.00, ARPA INTEREST 7, PAYNE CO. EXPO CENTER, 150000.00, ARPA INTEREST; Extension-ST 20, PAYNE, LAURA, 340.21, MILEAGE REIMBURSEMENT 21, HUNT, TINA, 63.71, MILEAGE REIMBURSEMENT 22, DEARINGER PRINTING & TROPHY, INC., 51.55, BUSINESS CARDS 23, LEISTER SUMMER, 132.83, TRAVEL 24, DEARINGER PRINTING & TROPHY, INC., 51.55, BUSINESS CARDS; Fair Board 7, OKLAHOMA HOME CENTERS, 299.80, LUMBER 8, OKLAHOMA HOME CENTERS, 269.74, LUMBER; Fair Main-ST 84, OK STATE RESTAURANT SUPPLY LLC, 470.00, SERVICE/REPAIR 85, OKLA. NATURAL GAS, 155.37, UTILITIES 86, AMERICAN PLUMBING LLC, 867.15, PLUMBING REPAIRS 87, CITY OF STILLWATER, 6834.97, UTILITIES; Fire- St 15, NAFECO, INC., 49.03, OVERAGE PO 16, AUTO DEFINITIONS, 420.00, SEAT COVER 17, CENTRAL RURAL ELECTRIC COOPERATIVE, 100.49, AUGUST BLANKET; General 682, B & L HEAT & AIR, 90.00, PIPE REPAIRS 683, VIP TECHNOLOGY SOLUTIONS GROUP, 750.44, UTILITIES 684, HIGH FIVE MEDIA GROUP, LLC, 229.00, AUGUST BLANKET 685, TRANSUNION RISK AND ALTERNATIVE, 254.00, TLO CHARGES 686, LD PRODUCTS, INC, 527.34, TONER 687, SCAUG, 95.00, CONTINUING EDUCATION 688, WALKER COMPANIES, 89.50, NOTARY RENEWAL 689, HIGH FIVE MEDIA GROUP, LLC, 199.00, WEB SERVICES 690, HAMMOND FIRE SYSTEMS LLC., 335.00, FIRE SPRINKLER INSPECTION 691, MARSHALL & SWIFT/BOECKH LLC., 385.95, SUBSCRIPTION 692, CENTRAL ELECTRIC COOPERATIVE, 758.58, UTILITIES 693, TISDAL & O HARA PLLC, 2572.34, CONTRACT SERVICES 694, FOUNTAIN SQUARE CLEANERS, 388.00, JULY BLANKET 695, A T & T, 37.64, UTILITIES 696, STAPLES BUSINESS ADVANTAGE, 992.52, JULY BLANKET 697, B & L HEAT & AIR, 80.00, AUGUST BLANKET 698, GRIMSLEYS, INC., 717.93, AUGUST BLANKET 699, MERRIFIELD OFFICE SUPPLY, 94.99, BINDING MACHINE 700, B & L HEAT & AIR, 240.00, AUGUST BLANKET 701, SPATIALEST, 5250.00, ANNUAL LICENSE 702, THE MEADOWS CENTER FOR, 142.16, SHREDDING SERVICES; Health 51, SANOFI PASTEUR, 355.56, PPD 52, AMAZON CAPITAL SERVICES, 529.95, OFFICE SUPPLIES 53, CITY OF STILLWATER, 3709.10, UTILITIES 54, UNIVERSITY CLEANING SERVICES, 1863.24, AUGUST BLANKET 55, AMAZON CAPITAL SERVICES, 393.37, CHILD GUIDANCE PROGRAM 56, LANGUAGE LINE SERVICES, 67.95, INTERPRETER SERVICES 57, SANOFI PASTEUR, 7950.33, VACCINE 58, OKLA. NATURAL GAS, 178.75, UTILITIES 59, THOMAS, CARRIE, 247.91, MILEAGE REIMBURSEMENT 60, UNIVERSITY CLEANING SERVICES, 687.45, AUGUST BLANKET 61, A T & T, 495.60, UTILITIES 62, PEAK PEST SERVICES LLC, 200.00, JULY BLANKET; Highway 192, FRONTIER FIRE PROTECTION, 16.75, FIRST AID SUPPLIES 193, WARREN CAT, 2121.86, DEF FILTER CLEANING 194, NAPA AUTO PARTS, 266.09, RADIATOR 195, STEWART STONE, INC., 13051.76, CRUSHER RUN 196, KINNUNEN SALES & RENTALS, INC, 62.20, RENTAL 197, COWBOY TIRE LLC, 45.00, TIRE REPAIRS 198, LACAL EQUIPMENT, 1451.70, PARTS 199, 2TALK LLC, 52.44, UTILITIES 200, WILCOXSON OIL, 7744.00, DYED DIESEL REMOTE TANKS 201, WILCOXSON OIL, 1256.99, DYED DIESEL REMOTE TANKS 202, CITY OF CUSHING, 344.75, UTILITIES 203, STEWART STONE, INC., 14215.86, CRUSHER RUN 204, FENSCO, INC., 13276.00, POLY PIPE 205, WILCOXSON OIL, 24065.32, DYED DIESEL 206, NAPA AUTO PARTS, 328.76, FILTERS; Hwy-ST 3, ACTION SAFETY SUPPLY CO, LLC, 31621.90, ROAD STRIPING 4, WARREN CAT, 43794.05, SKID STEER; Jail-ST 40, QUINTERGY INC, 35940.59, NETWORK SERVICES 41, WILSON, NAOMI, 3162.50, CONTRACT LABOR 42, ADVANTAGE PLUMBING HEATING AND COOLING, 1363.24, PARTS 43, CUMMINS SOUTHERN, 1549.73, REPAIR 44, TELECOMP HOLDINGS, INC, 1080.00, OFF SITE SERVICES 45, OKLA. NATURAL GAS, 317.16, UTILITIES 46, HAMMOND FIRE SYSTEMS LLC., 735.00, ANNUAL SPRINKLER INSPECTION 47, CUMMINS SOUTHERN, 2487.71, MAINTENANCE 48, BEST BUY BUSINESS ADVANTAGE, 474.99, CAMERA; ML Fee 7, OSU AGECE CTP, 130.00, CONTINUING EDUCATION; Mtg Cert 10, B & C BUSINESS PRODUCTS, INC., 198.41, OFFICE SUPPLIES 11, QUALITY WATER SERVICES, 37.00, AUGUST BLANKET 12, AMAZON CAPITAL SERVICES, 44.99, DESK; Resale 44, DEARINGER PRINTING & TROPHY, INC., 4516.00, OFFICE SUPPLIES 45, OSU AGECE CTP, 65.00, CLASS 46, OSU AGECE CTP, 65.00, CLASS 47, OSU AGECE CTP, 65.00, CLASS 48, COUNTY OFFICERS & DEPUTIES, 375.00, CODA REGISTRATION; RM&P 12, PROPERTY RECORDS INDUSTRY ASSOCIATION, 139.00, REGISTRATION FOR CONFERENCE 13, B & C BUSINESS PRODUCTS, INC., 27.79, CD FOR LAND RECORDS 14, FORTE PAYMENT SYSTEMS, INC., 480.28, CREDIT CARD READERS; Rural Fire-ST 7, TOWN OF GLENCOE, 2996.03, REIMBURSEMENT 8, NAFECO, INC., 1578.00, OVERAGE PO; SH Svc Fee 53, COUNCIL ON LAW ENFORCEMENT, 180.00, LODGING 54, IMPERIAL, LLC, 167.36, COFFEE 55, CELLEBRITE, INC, 6450.00, ANNUAL SUBSCRIPTION 56, FIRESTONE PAYMENT CENTER, 390.86, TIRES & WASTE FEE 57, SHAWNEE POLICE DEPARTMENT, 1500.00, CLEET ACADEMY 58, QUALITY CUSTOM UPFITTERS, 5000.00, OUTFITTING VEHICLE 59, QUINTERGY INC, 12980.94, NETWORK SERVICES

Blanket: \$301,432.79 for September blankets

Payroll: Payroll \$768,846.45; Premiums \$273,344.85, Taxes \$194,872.41 totaling \$1,237,063.71 for August 2023 Payroll

Disallowed: None presented on this date.

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

Monthly Report of Officers: None presented on this date.

Public Announcements from the Board (No Action will be taken): Cavett reminded everyone the Payne County Fair starts this week.

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

New Business: Jeremiah Gregory noted that he did receive an email from legal counsel for AIA bond company in the matter of H&G Paving requesting more documentation.

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

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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 _____