



## Official Minutes of PAYNE COUNTY BUDGET BOARD

The Payne County Budget Board met in a regular meeting of the board at 11:00 a.m. on **Monday, February 10th, 2020** 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:**

**James Cowan-** Assessor, **Zach Cavett-** Commissioner District 1, **Chris Reding-**Commissioner District 2, **Carla Manning-** Treasurer, **Glenna Craig-**County Clerk, **Kevin Woodward-**Sheriff, **Rocky Blasier** Commissioner District-3, **Lori Allen-** Court Clerk. Also, in attendance various department heads, employees, media.

**Approve minutes of the previous meeting of the board:**

The Clerk's Office presented the minutes from the previous meeting. Motion by Manning to approve the minutes of January 17<sup>th</sup> as presented, second by Allen. Roll Call Vote: Blasier-Yes, Woodward-Yes, Craig-Yes, Cowan-Abstain, Cavett-Abstain, Manning-Yes, Allen-Yes, Reding-Yes.

**Financial Reports:**

**Cash Appropriations:**

The Clerk's Office presented the cash appropriations as certified by the Payne County Treasurer, and the Board of Commissioners:

3	Alcoholic Bev. Tax	\$27,498.50
#0001	General	
#1102	Highway	\$299,595.99
#1103	CBRI - 105 Monies	\$33,868.54
#1201	911 Phone Fees	\$59,029.46
#1202	C.L.E.A.N.	
#1204	Assessor Revolving Fee	\$665.37
#1208	County Clerk Lien Fee	\$13,661.50
#1209	County Clerk RM&P	\$9483.52
#1211	Court Fund Salaries & Fringe Court	\$27,032.15
#1212	Emergency Mgmt	\$5000.00
#1213	Flood Plain	
#1214	Free Fair Board	\$341.71
#1216	Health	\$379,729.43
#1218	LEPC	
#1220	Resale Property	\$29,704.66
#1223	Sheriff Commissary	\$12,080.85
#1226	Sheriff Service Fee	\$110,421.94
#1227	Sheriff Training	
#1228	Solid Waste Management	\$153.62
#1230	Treasurer Mortgage Cert	\$1083.26
#1235	Donations	
#1237	Self Insurance Program	\$116,344.54
#1308	Extension 3/8 ST	\$29,133.94
#1310	Fair Maintenance 3/8 ST	\$82,912.93
#1311	General Govnmt 3/8 ST	\$62,618.60
#1313	Roads & Bridges 3/8 ST	\$219,963.45
#1315	Jail Debt 1/8 ST	\$136,565.11
#1321	Rural Fire 1/16 ST	\$70,067.97
#1327	Fire 3/8 ST	\$20,950.79
#1331	Jail Debt 1/4 ST	\$270,944.34
#2000	Capital Projects	
#7202	Child Abuse Prevention	\$20.00
#7205	Law Library	\$3386.80
#7207	Mental Health	\$11,641.66
#7210	Court Clerk Preservation Fund	\$2704.23
#7303	Seizure of Property	\$6765.00
#7304	District Attorney Revolving	\$2462.69
#7305	District Attorney Evidence	
#7402	Excess Resale	\$15.21
#7403	Unapportioned Revenue	
#7410	Protested Tax	
#7431	Co. Bridge & Road Investment	\$272.17
#7432	911 Phone Fees Investment	\$940.40
#7433	Co. Clerk Lien Fee Investment	\$53.88
#7434	County Clerk RM&P Investment	\$82.95
#7435	Health Investment	\$1778.06
#7436	Resale Property Investment	\$1422.42
#7437	Treasurer Mtg Cert Investment	\$79.65
#7438	Self Insurance Prog Investment	\$3707.18
#7439	Fair Maint 3/8 ST Investment	\$777.83
#7501	Estray Cattle	\$16.43
#7603	Econ Dev Trust	

Motion by Cowan to accept cash appropriations as presented, second Craig. Roll Call Vote: Woodward-Yes, Craig-Yes, Cowan-Yes, Cavett-Yes Manning-Yes, Allen-Yes, Reding-Yes, Blasier-Yes.

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**Transfers:**

None presented on this date.

**Letter of Commitment:**

None presented at this time.

**Range changes/discussion/possible action:**

None presented on this date

**Discussion/Possible action-2020-2021 Estimate of Needs:**

Reding stated that in the past few years the board has been counting on the Sheriff dipping into the 1/14<sup>th</sup> sales tax for salaries. Reding stated that with the tax being renewed for roads that would not happen again. Reding stated we need to prepare now, and keep our budget balanced. Craig stated that she did not know why Reding had this on the agenda, but brought a list of what was approved the previous year, what was requested this year, and what was approved for the current year. Craig stated that there was \$981,825.95 requested more this fiscal year than the previous year, that \$533,450.24 was approved in the final amended budget, and that if the Sheriff has \$1,600,000.00 for the upcoming year that would be 1.7 million more than approved this year, and over 2.mill from the previous year. Craig said there was 9 departments that asked for an increase this year, and 4 of those departments were the Commission. That the Commission would need to look at their estimates this year closely. We do not have that much in contingency, Craig did not think is was going to be a stretch to have money from the 1/14<sup>th</sup> come out for salaries this year again. Reding stated they had projects for that money. Craig asked what the balance was, last she knew it was over 10 million and growing. Manning was not sure what the balance was at this time. Craig stated she would be asking for estimate of needs the end of April first of May. No action taken by the board.

**Approval of Employee request for Leave and/or Request for leave share:**

Woodward had an employee that was diagnosed with cancer, not asking for FMLA at this time. Colin Campbell stated that he had an employee that has requested FMLA D. Dry, Cowan stated that he had an employee W. Hughes that was going to have surgery and they had time in their office to cover the request for leave share if needed. Motion by Craig to approve the FMLA and leave share as presented, second by Blasier. Roll Call Vote: Craig-Yes, Cowan-Yes, Cavett-Yes Manning-Yes, Allen-Yes, Reding-Yes, Blasier-Yes, Woodward-Yes.

**New hires/discussion/possible action:**

Emergency Management has hired a temporary part-time person to help with the renovation of the building and to be able to climb the ladder. This employee will be paid from the Emergency Management Grant money. Motion to approve the position by Woodward, second by Cowan. Roll Call Vote: Cowan-Yes, Cavett-Yes Manning-Yes, Allen-Yes, Reding-Yes, Blasier-Yes, Woodward-Yes, Craig-Yes.

**New Business/discussion-no action will be taken.**

Colin Campbell stated that the event this weekend for the free dental was a great success! Nathan Anderson wanted everyone to remember to tell their staff, friends and family to vote Tuesday for the 1/14<sup>th</sup> cent sales tax.

**Adjournment:**

Motion to adjourn by Cavett, second by Cowan. Roll Call Vote: Cavett-Yes Manning-Yes, Allen-Yes, Reding-Yes, Blasier-Yes, Woodward-Yes, Craig-Yes, Cowan-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 \_\_\_\_\_ 2020

**Chairman**\_\_\_\_\_

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