



**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, October 7, 2019** 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, **Carla Manning**-Treasurer, **Tammy Mathis**-Deputy County Clerk, **Zach Cavett**-Commissioner District 1, **Kevin Woodward**-Sheriff, **Rocky Blasier** Commissioner District-3. Also, in attendance various department heads, employees, media.

Approve minutes of the previous meeting of the board:

Minutes of the previous meeting were presented for approval. Motion by Woodward to approve minutes as presented, second by Blasier. Roll Call Vote: Mathis-Yes, Cavett-Yes, Woodward-Yes, Blasier-Yes, Reding-Yes. Manning was not present for this vote.

Financial Reports:

Cash Appropriations:

The Clerk's Office presented the cash appropriations as certified by the Payne County Treasurer October 1, 2019; these have also been approved by the Board of Commissioners:

3	Alcoholic Bev. Tax	\$23,309.19
#0001	General	
#1102	Highway	\$420,660.17
#1103	CBRI - 105 Monies	\$37,236.69
#1201	911 Phone Fees	\$58,321.37
#1202	C.L.E.A.N.	
#1204	Assessor Revolving Fee	\$794.64
#1208	County Clerk Lien Fee	\$2,701.36
#1209	County Clerk RM&P	\$6,120.33
#1211	Court Fund Salaries & Fringe Court	\$27,051.87
#1212	Emergency Mgmt	
#1213	Flood Plain	
#1214	Free Fair Board	\$32,164.89
#1216	Health	\$23,524.37
#1218	LEPC	
#1220	Resale Property	\$21,054.11
#1223	Sheriff Commissary	\$12,503.88
#1226	Sheriff Service Fee	\$81,165.99
#1227	Sheriff Training	\$5.04
#1228	Solid Waste Management	\$69.08
#1230	Treasurer Mortgage Cert	\$1,374.07
#1235	Donations	
#1237	Self Insurance Program	\$81,510.36
#1308	Extension 3/8 ST	\$26,223.09
#1310	Fair Maintenance 3/8 ST	\$74,584.22
#1311	General Govnmt 3/8 ST	\$56,282.14
#1313	Roads & Bridges 3/8 ST	\$196,771.45
#1315	Jail Debt 1/8 ST	\$123,037.69
#1321	Rural Fire 1/16 ST	\$63,142.22
#1327	Fire 3/8 ST	\$18,770.15
#1331	Jail Debt ¼ ST	\$241,812.89
#2000	Capital Projects	
#7202	Child Abuse Prevention	\$58.00
#7205	Law Library	\$4,000.08
#7207	Mental Health	\$17,687.49
#7303	Seizure of Property	
#7304	District Attorney Revolving	\$8,155.08
#7305	District Attorney Evidence	
#7402	Excess Resale	\$31.05
#7403	Unapportioned Revenue	
#7410	Protested Tax	
#7411	2018 Protest Tax-CitiGroup Energy	323.10
#7431	Co. Bridge & Road Investment	\$270.36
#7432	911 Phone Fees Investment	\$934.21
#7433	Co. Clerk Lien Fee Investment	\$102.18
#7434	County Clerk RM&P Investment	\$157.32

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#7435	Health Investment	\$1,766.15
#7436	Resale Property Investment	\$1,412.99
#7437	Treasurer Mtg Cert Investment	\$151.07
#7438	Self Insurance Prog Investment	\$3,682.49
#7439	Fair Maint 3/8 ST Investment	\$772.66
#7501	Estray Cattle	\$23.09
#7603	Econ Dev Trust	

Motion by Woodward to approve cash appropriations as presented, second Cavett. Roll Call Vote: Cavett-Yes, Woodward-Yes, Blasier-Yes, Reding-Yes, Mathis-Yes. Manning not present for vote.

Transfers:

Blasier presented a transfer for \$11,897.00. Blasier stated that this was placed in Capital Outlay (1102-6-4300-4110) but should have been placed in his CBRI fund (1103-6-6003-2005). Motion by Woodward to approve the transfer as presented, second by Cavett. Roll Call Vote: Manning-Yes, Cavett-Yes, Woodward-Yes, Blasier-Yes, Reding-Yes, Mathis-Yes.

Letter of Commitment:

None presented at this time.

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.

Approval – Budget Board Schedule for 2020:

Reding presented the 2020 Meeting dates for budget board. Mathis inquired with Reding if the State Holiday Schedule had been published as of yet, he stated no but these dates should not affect next year's meetings. Motion by Manning to approve the schedule as presented, second by Woodward. Roll Call Vote: Blasier-Yes, Reding-Yes, Mathis-Yes, Manning-Yes, Cavett-Yes, Woodward-Yes.

New Hires/Discussion/Possible Action:

None presented at this time.

Personnel Policy Changes/discussion/possible action:

Woodward stated this morning he presented a few changes he would like to see to the Board of Commissioners regarding the sick leave policy. Woodward referred to FMLA where there is an avenue of dealing with those employees who may be abusing their sick leave. Woodward would like to see our sick leave policy mirrored with the avenues of dealing with doubtful use of sick leave with the FMLA policy. He also mentioned the marijuana laws and classifying positions as safety sensitive positions. Woodward stated there would be more details on this hopefully in the near future. Woodward stated there were training dates coming per Dale Frech at ACCO on October 22nd & 29th and November 6th & 7th. Locations to be announced. Woodward stated he would get those locations and be sure to pass them onto everyone. No action taken.

New Business/discussion-no action will be taken.

Mathis mentioned that enrollment starts tomorrow.

Adjournment:

Motion to adjourn by Woodward, second by Cavett. Roll Call Vote: Blasier-Yes, Reding-Yes, Mathis-Yes, Manning-Yes, Cavett-Yes, Woodward-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 _____ 2019

Chairman _____

Vice Chairman _____