



**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, December 9, 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, **Lori Allen** – Court Clerk. Also, in attendance various department heads, employees, media.

Approve minutes of the previous meeting of the board:

Mathis stated the minutes were not ready for approval today. Motion by Mathis to table. There was no second, and no Roll Call Vote taken by the Chair.

Financial Reports:

Cash Appropriations:

The Clerk’s Office presented the cash appropriations as certified by the Payne County Treasurer December 2, 2019; these have also been approved by the Board of Commissioners:

3	Alcoholic Bev. Tax	\$24,466.63
#0001	General	
#1102	Highway	\$335,069.05
#1103	CBRI - 105 Monies	\$29,196.11
#1201	911 Phone Fees	\$57,347.95
#1202	C.L.E.A.N.	
#1204	Assessor Revolving Fee	\$698.59
#1208	County Clerk Lien Fee	\$3,887.03
#1209	County Clerk RM&P	\$6,178.75
#1211	Court Fund Salaries & Fringe Court	\$27,041.72
#1212	Emergency Mgmt	
#1213	Flood Plain	
#1214	Free Fair Board	\$10,555.66
#1216	Health	\$21,429.94
#1218	LEPC	
#1220	Resale Property	\$164,496.12
#1223	Sheriff Commissary	\$9,478.41
#1226	Sheriff Service Fee	\$103,210.06
#1227	Sheriff Training	\$383.50
#1228	Solid Waste Management	\$49.44
#1230	Treasurer Mortgage Cert	\$1,078.37
#1235	Donations	
#1237	Self Insurance Program	\$84,844.67
#1308	Extension 3/8 ST	\$28,290.76
#1310	Fair Maintenance 3/8 ST	\$80,517.37
#1311	General Govnmt 3/8 ST	\$60,784.12
#1313	Roads & Bridges 3/8 ST	\$213,073.57
#1315	Jail Debt 1/8 ST	\$131,807.40
#1321	Rural Fire 1/16 ST	\$68,068.15
#1327	Fire 3/8 ST	\$20,291.46
#1331	Jail Debt ¼ ST	\$262,192.60
#2000	Capital Projects	
#7202	Child Abuse Prevention	
#7205	Law Library	\$3,405.42
#7207	Mental Health	\$5,820.83
#7303	Seizure of Property	
#7304	District Attorney Revolving	\$16,545.23
#7305	District Attorney Evidence	
#7402	Excess Resale	\$20.92
#7403	Unapportioned Revenue	
#7410	Protested Tax	
#7411	2018 Protest Tax-CitiGroup Energy	
#7431	Co. Bridge & Road Investment	\$271.27
#7432	911 Phone Fees Investment	\$937.34
#7433	Co. Clerk Lien Fee Investment	\$102.54
#7434	County Clerk RM&P Investment	\$157.87

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#7435	Health Investment	\$1,772.07
#7436	Resale Property Investment	\$1,417.72
#7437	Treasurer Mtg Cert Investment	\$151.60
#7438	Self Insurance Prog Investment	\$3,694.82
#7439	Fair Maint 3/8 ST Investment	\$775.24
#7501	Estray Cattle	\$19.50
#7603	Econ Dev Trust	

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

Transfers:

None presented on this date.

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:

Tammy Mathis asked for herself. She stated she may need to go on FMLA at some point, her father is on hospice, and will need leave donations. Reding stated that K. Gilbert in his office is having a medical procedure and will need leave share and will be starting FMLA. Motion to approve leave share by Woodward, second by Cavett. Roll Call Vote: Woodward-Yes, Allen-Yes, Manning-Yes, Cavett-Yes, Mathis-Yes, Reding-Yes, Blasier-Yes.

New hires/discussion/possible action:

None presented on this date.

Personnel Policy Changes/Discussion/Possible Action:

None presented at this time.

Discussion/Possible Action – Safety Sensitive Position:

Reding stated those positions presented by the Elected Officials and Department heads were run through the BOCC this morning but are now being brought before the Budget Board for final approval. District 1 and District 3 will be listing their secretaries, Foreman, and all other laborer employees. District 2 position the First Deputy, Emergency Management staff, and Environmental Enforcement, as well as the entire Sheriff's Office will be listed as safety sensitive for various reasons. Woodward stated these employees would be notified and given 30-days' notice. These are positions that must be a physical hurt, a position that could hurt themselves or someone else with equipment. The board will leave this item open until the end of the month to approve presented positions to the board. Motion by Woodward to approve safety sensitive positions as presented to the budget board, second by Cavett. Roll Call Vote: Allen-Yes, Manning-Yes, Cavett-Yes, Mathis-Yes, Reding-Yes, Blasier-Yes, Woodward-Yes.

Discussion – Critical Infrastructure Security and Resilience:

Reding handed out a guide to critical infrastructure security and resilience to the board. With offsite backups Reding stated that we have already began some of this. No action taken.

New Business/discussion-no action will be taken.

Dondee Klein has requested additional funds for \$16,471.00 for the county special February 11th election, and \$5,100 for the county special March election. Reding inquired on discussing this in January, Klein said that was fine. Reding stated that taxes has been mailed so taxpayers will be coming in to pay taxes, he has asked that Payne County employees please do not park in the main parking lot to allow for plenty of parking.

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Adjournment:

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