The Payne County Budget Board met in a regular meeting of the board on April 13th, 2020 by teleconference due to COVID-19 **Webex meeting 965 912 250** as published on the agenda.

**Chairman Reding called the meeting to order** 11:00 a.m.

**The following members were present**: Glenna Craig- County Clerk- Chris Reding- Commissioner District 2, Kevin Woodward- Sheriff, Zach Cavett-Commissioner District 1, Rocky Blasier-Commissioner District 3, Carla Manning-Treasurer, Lori Allen-Court Clerk. Also, in attendance members of the media and department heads, as well as public.

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

Minutes of the previous meeting were presented for approval. Motion by Woodward to approve as presented, second by Blaiser. Roll Call Vote: Blaiser-Yes, Cavett-Yes, Allen-Yes, Craig-Yes, Manning-Yes, Woodward-Yes, Reding-Yes.

**Financial Reports:**

1. **Cash Appropriations.** Craig presented April Cash Appropriations as certified by the Treasurer and approved by the Commission.

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| --- | --- | --- | --- |
| 3 | Alcoholic Bev. Tax |  | $24,838.80 |
| #0001 | General |  |  |
| #1102 | Highway |  | $265,380.43 |
| #1103 | CBRI - 105 Monies |  | $37,319.92 |
| #1201 | 911 Phone Fees |  | $64,195.55 |
| #1204 | Assessor Revolving Fee |  | $625.43 |
| #1208 | County Clerk Lien Fee |  | $4,677.98 |
| #1209 | County Clerk RM&P |  | $8,928.39 |
| #1211 | Court Fund Salaries & Fringe Court |  | $27,030.69 |
| #1212 | Emergency Mgmt |  |  |
| #1213 | Flood Plain |  |  |
| #1214 | Free Fair Board |  | $22,144.94 |
| #1216 | Health |  | $229,947.65 |
| #1220 | Resale Property |  | $32,839.00 |
| #1223 | Sheriff Commissary |  | $20,926.94 |
| #1226 | Sheriff Service Fee |  | $104,917.17 |
| #1227 | Sheriff Training |  |  |
| #1228 | Solid Waste Management |  | $656.84 |
| #1230 | Treasurer Mortgage Cert |  | $1,288.62 |
| #1235 | Donations |  |  |
| #1237 | Self-Insurance Program |  | $75,635.59 |
| #1308 | Extension 3/8 ST |  | $23,968.86 |
| #1310 | Fair Maintenance 3/8 ST |  | $67,230.68 |
| #1311 | General Govnmt 3/8 ST |  | $51,561.99 |
| #1313 | Roads & Bridges 3/8 ST |  | $181,150.11 |
| #1315 | Jail Debt 1/8 ST |  | $112,097.16 |
| #1321 | Rural Fire 1/16 ST |  | $57,738.22 |
| #1327 | Fire 3/8 ST |  | $17,272.48 |
| #1331 | Jail Debt ¼ ST |  | $221,865.56 |
| #2000 | Capital Projects |  |  |
| #7202 | Child Abuse Prevention |  | $10.00 |
| #7205 | Law Library |  | $3,706.74 |
| #7207 | Mental Health |  | $5,820.83 |
| #7210 | Court Clerk Preservation Fund |  | $3,353.20 |
| #7303 | Seizure of Property |  | $2,002.60 |
| #7304 | District Attorney Revolving |  | $83.13 |
| #7305 | District Attorney Evidence |  |  |
| #7402 | Excess Resale |  | $13.91 |
| #7404 | Court Ordered Trust |  | $4.85 |
| #7431 | Co. Bridge & Road Investment |  | $255.48 |
| #7432 | 911 Phone Fees Investment |  | $882.70 |
| #7433 | Co. Clerk Lien Fee Investment |  | $50.50 |
| #7434 | County Clerk RM&P Investment |  | $77.74 |
| #7435 | Health Investment |  | $1,668.86 |
| #7436 | Resale Property Investment |  | $1,335.04 |
| #7437 | Treasurer Mtg Cert Investment |  | $74.65 |
| #7438 | Self-Insurance Prog Investment |  | $3,479.79 |
| #7439 | Fair Main. 3/8 ST Investment |  | $2,321.16 |
| #7501 | Estray Animal |  | $15.02 |
|  |  |  |  |

Motion by Craig to approve, second by Cavett**.** Roll Call Vote: Cavett-Yes, Allen-Yes, Craig-Yes, Manning-Yes, Woodward-Yes, Reding-Yes, Blaiser-Yes.

**Transfers.** None presented on this date.

1. **Letter of Commitment.** None presented on this date.

**Range Changes/discussion/possible action:** None presented on this date.

**Announcement-Payne County 2019 Audit Engagement-OSA&I:** Reding stated that the auditors are working on our current audit, and hopefully it will be wrapped up soon. Craig stated that her office is still working on getting information to them as needed, but they should be done soon. Manning said that they are wrapping up her office as well. No action taken by the board.

**Discussion/Possible Action-Approve the Board of Equalization to go into special session:** Craig stated that the Board of Equalization will need to have approval for special session as requested each year until the end of July, or any extension given by the state. Motion to approve by Craig, second by Cavett. Roll Call Vote: Allen-Yes, Craig-Yes, Manning-Yes, Woodward-Yes, Reding-Yes, Blaiser-Yes, Cavett-Yes.

**Approval of Employee request for leave and or request for leave share:** District 1 has presented 3 employees that will need leave donated for the COVID-19. One employee tested positive, and two were quarantined. Cavett is asking for time. Motion to approve by Craig, second by Cavett. Roll Call Vote: Craig-Yes, Manning-Yes, Woodward-Yes, Reding-Yes, Blaiser-Yes, Cavett-Yes, Allen-Yes.

**New hires/discussion/possible action:** None presented on this date.

**New Business/discussion-no action will be taken:** Manning stated that she has the totals for the March sales tax collection, and it is up $89,000.00 for the month of March. Craig asked if this could be a surge in spending because of the pandemic and panic buying? Manning said maybe so. Craig believes that the next few months will look very different. Cavett asked Reding were we are at on getting the masks that have been ordered? Reding stated that we are still waiting on the shipment, the Federal government has taken all at this time, they are contacting Lankfords office to get assistance. Cavett stated with tornado season we need to be ready if we have to shelter a lot of people, people can make masks if needed. There was discussion if we would even need any after this is over, the purchase is none refundable according to Reding.

**Adjournment**: Motion to adjourn by Cavett, second by Blaiser. Roll Call Vote: Manning-Yes, Woodward-Yes, Reding-Yes, Blaiser-Yes, Cavett-Yes, Allen-Yes, Craig-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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**