

MINUTES OF BOCC REGULAR MEETING

Grant County Board of Commissioners met in regular session on June 19, 2017. Notice of the Meeting, including agenda, was posted on the first-floor bulletin board and at entrances of the Grant County Courthouse, Medford, Oklahoma, Friday, June 16, 2017 at 9:00 am in accordance with Title 25, §301-314 O.S.

Bobbitt called the meeting to order at 9:00 am. After roll call, a quorum was acknowledged. Present were Cindy R Bobbitt, Patrick J Ronck, and Max L Hess. Cindy Pratt, Robin Rapp, and Steven Young were also present. Guests, Traci Naile, Scott Falkenberg and Scott Sterling entered during the meeting.

Hess led the prayer and Ronck led the flag salute.

Bobbitt acknowledged the Agenda and Statement of Compliance with the Open Meeting Act.

Ronck moved to approve the minutes of the June 12, 2017 as corrected. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Hess moved to review purchase orders and travel claims. Ronck seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Ronck moved to approve purchase orders and travel claims as presented. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

CA: 13, DIRKS, 27.33; **DCR:** 208, SW STATIONERY, 160.00; 209, GREAT SALT PLAINS HEALTH, 20.00; 210, GREAT SALT PLAINS HEALTH, 20.00; **E911 PHONE REMITTANCE:** 13, CED #8, 69.00; **GENERAL:** 1373, AT&T, 276.88; 1374, DIRKS, 10.45; 1375, DIRKS, 17.14; 1376, DIRKS, 38.98; 1377, JUNGHANNS, KASSIE, 78.87; 1378, JUNGHANNS, KASSIE, 209.10; 1379, AMAZON.COM/ GE MONEY BANK, 56.61; 1380, AT&T, 398.83; 1381, OFFICE SOLUTIONS, 108.81; 1382, OK COURT CLERKS ASSOC, 100.00; 1383, AMAZON.COM/ GE MONEY BANK, 61.11; 1384, FARMERS GRAIN, 13.00; 1385, CO ASSESSOR ASSOC, 50.00; 1386, COUNTY ASSESSOR ASSOC, 125.00; 1387, ESRI, 1350.00; 1388, OFFICE SOLUTIONS, 64.48; 1389, OFFICE SOLUTIONS, 77.07; 1390, USPS, 350.00; 1391, AT&T, 162.14; 1392, CED #8, 159.75; 1393, UNIFIRST, 143.64; 1394, PATRIOT STAR, 414.65; 1395, PRATT, CINDY, 119.77; 1396, PIONEER TELEPHONE, 26.34; 1397, OSU/AGEC CTP, 250.00; 1398, AT&T, 162.14; 1399, T&W TIRE LLC, 406.40; 1400, FETTERS, BRANDON, 45.42; 1401, UNIFIRST, 18.12; 1402, PIONEER TELEPHONE, 88.64; **HEALTH:** 160, ADVANCED WATER SOLUTIONS, 8.50; ; 161, AT&T, 140.63; ; 162, OG&E, 316.41; ; 163, MOORES COUNTRY MARKET, 117.88; 164, CLINE, MARLA, 22.50; **HIGHWAY:** 2264, PIONEER TELEPHONE, 133.42; 2265, CED #8, 2512.00; 2266, OG&E, 207.49; 2267, PIONEER TELEPHONE, 298.79; 2268, WARREN CAT, 779.18; 2269, CED #8, 25.00; 2270, YELLOWHOUSE, 505.59; 2271, MIDCON SUPPLY, 706.80; 2272, YELLOWHOUSE, 117.45; 2273, KELLE OIL, 617.54; 2274, EARNHEART SUPPLY, 34.50; 2275, EARNHEART SUPPLY, 38.25; 2276, AT&T, 959.82; 2277, SHATTUCK NATL BANK, 1025.28; 2278, ALLIANCE HEALTH, 300.00; 2279, ERGON ASPHALT & EMULSIONS, 332.50; 2280, ACG MATERIALS, 1460.39; 2281, ENID CONCRETE, 644.00; 2282, LOGAN CO ASPHALT, 4299.70; 2283, LOGAN CO ASPHALT, 4493.50; 2284, AT&T, 82.32; 2285, AT&T, 38.03; **SALES TAX AMB MED:** 77, OSU BURSAR, 320.00; 78, BOUND TREE, 1360.30; 79, BOUND TREE, 469.75; 80, BOUND TREE, 1548.32; **SALES TAX AMB PC:** 49, CITY OF POND CREEK, 5909.28; 50, MOORE MEDICAL, 103.69; **SALES TAX FD DC:** 34, FARMERS GRAIN, 308.85; 35, FARMERS GRAIN, 57.27; 36, FARMERS GRAIN, 147.74; 37, FARMERS GRAIN, 304.58; 38, MILLERS EMS, 1249.00; **SALES TAX FD MAN:** 30, GRANT CO TAG OFFICE, 43.50; **SALES TAX FD PC:** 75, FARMERS GRAIN, 291.76; **SALES TAX FD WAK:** 17, SAFETY-COM, 24045.00; ; 18, APS FIRECO, 770.40; **SHERIFF COMMISSARY:** 16, MODERN MARKETING, 964.56; **SF:** 153, LOWES, 16.72.

Hess moved to approve blanket purchase orders as presented. Ronck seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Ronck moved to approve Transfer of Appropriations as follows. **ELECTION:** 22-2 M&O to Capital Outlay \$1,000; **HIGHWAY:** CBRI-105-1 Roads & Bridges to CBIF-1 Bridge Improvement \$3,435.28; **SHERIFF:** 04-1A Personal Services to 04-1C Travel \$600.00. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Bobbitt moved to accept the phone/fax quote for District 2 – Bid #14-2017 Shale Hauling *per Title 61 § 101-138 O.S.* from B & H Dozer, Pond Creek, OK @ \$75.00 per load as the lowest and best bid. Additional bids received from B & B Equipment Services, Manchester, OK @ \$77.50 and Diemer Construction, Tonkawa, OK @ \$100.00 per load. Ronck seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

No action on Lease Agreement(s) for two graders for District 2.

Hess moved to approve the May 2017 State Expenditures for DA's Office as presented. Ronck seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Ronck moved to approve the May 2017 Payroll Claim for Election Board Secretary as presented. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

No action on End of Month Balancing between Clerk and Treasurer due to incorrect posting on the agenda is it should May not April.

Hess moved to approve the Monthly Officer's Reports for May 2017, subject to audit. Ronck seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

The board acknowledged the June 2017 Certificate of Returns of Resale and Real Estate for Delinquent Taxes.

Ronck moved to approve the Agreement between Garfield/Grant County – CMI RS 500B Roto-Mixer Resurfacing Machine – District 3. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Hess moved to approve the following contracts/agreements as presented. **Construction contract with River Ridge Construction for construction of Bridge #321 – District 3 – Notice to Proceed for Bonding.** Ronck seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Inter-Local Government Agreements for Fiscal Year 2017-18 was tabled for review by ADA Young.

Hess moved to approve the following annual contracts/agreement: **Integriss Bass Baptist Occupational Medicine** for drug testing for GC Districts 1, 2, and 3 **AND GC Other Safety Sensitive Personnel • GC Health Dept Maintenance Contract •Oklahoma Ag, Food, & Forestry Cooperative Agreement – Wildlife Division.** Ronck seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Ronck moved to return to Item 7D – OK Juvenile Services. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

The board discussed the OK Juvenile Services encumbrance & invoicing for juvenile services. Young was reminded to contact the Clerk's office when juveniles are housed to allow encumbrance of funds prior to receipt of invoices from OK Juvenile Services.

Ronck moved to approve a transfer of appropriations from GENERAL: 20-2 M&O to JD-2 M&O \$1,500.00 for Fiscal Year 2016-17 invoicing from OK Juvenile Services and to encumber a blanket purchase order of \$750.00 for June. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Ronck moved to skip to Item 8 for emergency discussion regarding end of year payroll. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Young requested Alex Brittain and other officers enter the meeting for the discussion of payroll. Bobbitt stated the statute of the open meeting act and further stated this was not an officers' meeting and we would not be having a "bitch-fest" in open meeting. Young explained he is not familiar with the procedures of the other offices and this is reason for requesting their presents. Young relayed visiting with the clerk's office regarding the payroll process which is created in a batch file at the time the funds are encumber which generates the PO number and the produces the warrant. This is done as one process which is handled differently than encumbrance on an individual PO or blanket PO which are separate processes. Bobbitt commented she did not know why this was even as issue. Pratt commented this was not really the issue she had but rather the proper documentation being retained by the clerk's office with regards to time sheets prior to the encumbrance for payroll. Young commented that we need to pay for work completed in the month work on the preceding month regardless of being at the end of the fiscal year. Rapp asked if her office would have overtime was it to be taken as compensation time or would overtime be paid. Bobbitt stated since her payroll is a budgeted account it must be taken as compensation time. Sterling stated the Sheriff's office repeater was struck by lightning and encumbrance of funds would be needed. Bobbitt stated since this was an emergency funds could be encumbered prior to fiscal year end 2016-17.

Hess moved to return to item 7(0). Ronck seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

Ronck moved to approve the following lease purchase agreements as presented. Thomson Reuter for County Law Library annual expense (online) ▪ **Community Natl Bank of Okarche** – Lease/Loan #6697500 – 2012 JD 850K Crawler Dozer s/n 1T07850KXTCE225021 – District 3; **Community Natl Bank of Okarche** – Lease/Loan #6809500 – 2016 JD 624K 4WD Loader s/n 1DW624KZEGF677209 – District 2. Hess seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

No action on Annual Cooperative Agreements – Fiscal Yr 2017-18.

No action on Swift 911-Partnership with Woods County and Grant County.

There was no action on Indigent Waive of Medical Examiner Cremation Permit Fee after discussion of burial/cremation of indigent county citizens. Young commented there are several factors when determining the county's responsibility for indigent citizens. Also, the request made to the county was made after the cremation.

Scott Falkenberg reported on possible revisions to interior renovation of the Courthouse. Suggestions of a vanity in the restroom on the 2nd floor and Bobbitt commented discussing this with Deana Kilian. Bobbitt commented the exterior and structural renovation will be completed prior to interior renovation. Falkenberg discussed an additional doorway be added to the clerk's office break area to alleviate foot traffic through Pratt's office for additional privacy. Bobbitt requested Ambler Architect be notified regarding this possible revision.

Falkenberg reported working on repairing gaps in courthouse storm shelters. One skunk has been captured on the courthouse grounds and additional skunks have been sited. The trap has been reset in an attempt to resolve this issue. Bobbitt stated there is a new plumber in Grant County, Luke Blanton and wanted Falkenberg to be aware of this. Falkenberg plans to paint the courthouse parking lot curbs.

No Road Crossing permits were presented.

Traci Naile discussed the Hazard Mitigation Plan (HMP) regarding federal funding and the different funds through FEMA. Naile explained the 404 Fund is for grants to purchase such items as generators, etc. and the (HMP) must be developed and in place which takes at least 12 months to complete. The submitted plan must be approved by the State. The 406 Fund is for disasters such as ice storms, fires, floods, etc. and the HMP does not have to be completed to be able to receive these funds. Naile discussed programs being used around the state and appreciates Brandon Fetters, Grant Co EM, involvement in such programs.

Hess commented District 1 will begin chipping and sealing of M & M road after harvest. Hess has contacted Wendell with Ergon regarding the oil bleeding out on Red Hill Road. Hess will communicate the outcome to the board when determined. D1 has culverts to replace and will address some issues with Summers Blue Lake regarding hauling of rock. Hess will attend the CED meeting in Alva on Wednesday to include the retirement party for Wilford Levings. Hess reported the new Director of NODA is Jonathan Cross. CED #8 will be reviewing new hires for the available engineering position.

Ronck reported District 3 is waiting for harvest to wind down and plans to begin working on roadways will resume after harvest. Ronck will attend the CED #8 meeting and retirement party on Wednesday in Alva.

Bobbitt commented District 2 is also awaiting the completion of harvest. The shale hauling will begin after harvest. Areas in D2 received .2" to 1" of rain Sunday evening. Bobbitt will attend the CED #8 meeting and retirement party in Alva.

With no further action to come before the board, at 1:24 pm Hess moved to adjourn. Ronck seconded. Bobbitt•aye, Ronck•aye, Hess•aye. Motion carried.

**Board of County Commissioners
Grant County, Oklahoma**



(ATTEST)

Cindy Pratt
Cindy Pratt, County Clerk (Secretary)

Cindy R Bobbitt
Cindy R Bobbitt, Chairman

Patrick J Ronck
Patrick J Ronck, Vice-Chairman

Max L Hess
Max L Hess, Member