

## MINUTES OF BOCC REGULAR MEETING

The Board of Commissioners of Grant County, Oklahoma (BOCC) held a regular meeting **Monday, January 8, 2024**, at 9:00 am. Notice of the Meeting, including agenda, was posted at both entrances of the Grant County Courthouse, Medford, OK, Friday, January 5, 2024, by 9:00 am. in accordance with Title 25, §301-314 O.S.

Fredrick called the meeting to order at 9:00 a.m. After roll call, a quorum was acknowledged. Present were Craig A Fredrick, Max L Hess, and Steve Stinson. Also, present were Donnie Head, Penny Huff, Jason Jump, and Cindy Pratt. Scott Sterling and Jody Helm entered at 9:42 a.m. Cornell Cross and Chris Miller entered at 9:49 a.m. Teleconferencing was enabled to comply with the Open Meetings Act. The commissioners used their signature stamp.

Hess offered a prayer and Stinson led the flag salute.

Pratt acknowledged the agenda was properly posted in compliance with the Open Meeting Act.

No comments from the public.

Stinson moved to approve three (3) Transfers of Appropriations: D1 Hwy CIRB MV M&O 1102-6-6510-2005 to Hwy Full Time Salaries 1102-6-4100-1110 for \$24,408.65 ▪ D2 Hwy CIRB MV M&O 1102-6-6520-2005 to Hwy Full Time Salaries 1102-6-4200-1110 for \$24,408.66 ▪ D3 Hwy CIRB MV M&O 1102-6-6530-2005 to Hwy Full Time Salaries 1102-6-4300-1110 for \$24,408.66. Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess moved to approve the Monthly Appropriations. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess moved to approve Regular Payroll for Officers/Employees for Dec 2023 for disbursement in Jan 2024. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess moved to approve the Settlement Agreement for Unifirst PO 3790/Warrant 2035 FY 21-22 dated 05-23-22 was cancelled as vendor did not receive warrant for payment- A replacement PO was not encumbered. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

No Blanket Purchase Orders were presented.

Stinson moved to approve Purchase Orders and Travel Claims. Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

**AMB SVC-ST** 41, MEMPHIS EQUIP, 1336.50, 42, BOUND TREE, 846.46, 43, BOUND TREE, 443.26, 44, PIONEER TELEPHONE, 50.00,; **EMS 522-ST** 9, COMDATA, 331.51,; **ETR** 7, OMES, 30000.00,; **FAIR IMPROVE-ST** 57, SUMMIT UTILITIES, 637.56, 58, CITY OF POND CREEK, 599.50, 59, PIONEER TELEPHONE, 34.95, 60, CHISHOLM BROADBAND, 88.00,; **GENERAL** 863, THOMSON REUTERS - WEST, 73.59, 864, STOLZ TELECOM, 1812.72, 865, SLATER MECHANICAL, 783.44, 866, SLATER MECHANICAL, 928.44, 867, VERIZON WIRELESS, 22.80, 868, KELLEY'S AUTO PARTS, 63.34, 869, CINTAS, 116.52, 870, SUMMIT UTILITIES, 215.86, 871, MARC, 884.00, 872, D.A.L. SECURITY, 42.00, 873, CITY OF MEDFORD, 161.00, 874, RK BLACK, 134.73, 875, HORNING, HOLLY, 49.58, 876, TM CONSULTING, 965.00, 877, POSTAL SERVICE, 990.00, 878, XEROX, 132.23, 879, FARMERS GRAIN, 46.81, 880, FARMERS GRAIN, 21.41, 881, TISDAL & OHARA, 99.00, 882, TISDAL & OHARA, 4232.25, 883, ADV WATER SOLUTIONS, 34.20, 884, XEROX, 146.25, 885, ADV WATER SOLUTIONS, 86.50, 886, ADV WATER SOLUTIONS, 41.85, 887, RANDALL-REILLY, 200.49,; **HEALTH** 112, CORBIN & MERZ ARCHITECTS, 10663.65, 113, CITY OF MEDFORD, 58.50, 114, HELM, DELLA, 432.69, 115, BANK OF AMERICA, 67.17, 116, NW SHREDDERS, 25.00, 117, NALLEY'S CLEANING SERV, 1000.00, 118, SUMMIT UTILITIES, 236.47, 119, HELM, TERESA, 81.22, 120, AT&T, 353.88,; **HIGHWAY** 1038, EMBASSY SUITES NORMAN, 312.00, 1039, SOUTHERN TIRE MART, 3257.50, 1040, YELLOWHOUSE, 123.01, 1041, BRUCKNER TRUCK SALES, 155.27, 1042, RED HAWK ROLL OFFS, 2500.00, 1043, WAKITA UTILITY AUTH, 89.21, 1044, PIONEER TELEPHONE, 79.50, 1045, VERIZON WIRELESS, 22.81, 1046, CINTAS, 39.82, 1047, CITY OF MEDFORD, 128.00, 1048, SUMMIT UTILITIES, 479.32, 1049, VERIZON WIRELESS, 22.81, 1050, FARMERS GRAIN, 14676.04, 1051, UNIFIRST, 616.22, 1052, CINTAS, 27.15, 1053, DOLLAR GENERAL, 59.50, 1054, YELLOWHOUSE, 697.95, 1055, CITY OF POND CREEK, 276.14, 1056, ENID GLASS WORKS, 100.00, 1057, SUMMIT UTILITIES, 388.29, 1058, FLAHERTY, TYLER, 81.50, 1059, MERRIFIELD OFFICE SUPPLY, 313.45, 1060, VERIZON WIRELESS, 22.81,; **RESALE - TREASURER** 33, ADV WATER SOLUTIONS, 57.15,; **RURAL**

**FIRE-ST** 126, AEC, 263.00, 127, SUMMIT UTILITIES, 44.62, 128, ANDY'S DISPOSAL, 50.00, 129, KELLEY'S AUTO PARTS, 58.16, 130, D & D NAPA, 659.76, 131, PIONEER TELEPHONE, 49.47, 132, CRITICALCOMM, 147.05, 133, D & D NAPA, 512.87;; **SH SVC FEE** 124, ADV WATER SOLUTIONS, 82.45, 125, VERIZON WIRELESS, 722.02, 126, FARMERS GRAIN, 120.20, 127, KAY ELECTRIC, 74.00, 128, GREAT SALT PLAINS HEALTH, 20.00, 129, MEDFORD AMB SERV, 17.00, 130, RCB BANK, 877.58.

Hess moved to approve the Dec 2023 Monthly Mortgage Tax & Certification Fee for disbursement in Jan 2024 of \$35.00. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess moved to approve the Dec 2023 Allocation of Alcoholic Beverage Tax for disbursement in Jan 2024 of \$15,879.33. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Stinson moved to approve the Dec 2023 Allocation of Motor Vehicle Tax for disbursement in Jan 2024 of \$1,542.10. Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess moved to approve the request for reimbursement for Dec 2023 DA Expenses totaling \$642.03. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess moved to approve the request for reimbursement for Dec 2023 Election Bd Secretary Salary in the amount of \$3,375.00. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess moved to approve the Nov & Dec 2023 Court Clerk Records Management & Preservation Monthly Reports. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Stinson moved to approve two zoning & permit letters which explain that Grant County currently does not have any zoning or permit requirements. Requestee: (1) SMJ International and (2) AllPro Consulting Group-T Mobile. Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Stinson moved to rescind the approved action on 01-02-24 to forgo the 2024 ODOT Rev Fund **AND** to accept the funds from the 2024 ODOT Rev Fund as assigned/approved for Grant County. Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Stinson moved to acknowledge the District Attorney's 2023 Annual Revolving Fund **AND** Controlled Dangerous Substance Revolving Fund reports. Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess moved to acknowledge the resignation of Doug Buzzard from the Excise & Equalization Boards effective 01-04-24. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess moved to approve the revocation of Della Helm as requisitioning officer **AND** designation of Desiree Mehlig for the GC Health Dept. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Stinson moved to approve the minutes of 01-02-24 regular meeting. Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

At 9:20 a.m. Stinson moved to skip to Item 6t. Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

The encumbrance of budgeted funds during an election year was discussed. An opinion via email was given by ADA Benjamin Bowers. Per OSU CTP in reference to Title 19 O.S. § 326. *“Any elected officials who will not immediately succeed themselves, the Board of County Commissioners cannot approve claims during the first six months of the fiscal year in which those officials' terms will expire that exceed one-half of the total allocated operating budget for the entire fiscal year.”* i.e. Elected Officials whose terms expire 12-31-24. If applicable, this restriction would be effective 07-01-24. However, Donnie Head informed the BOCC of a legal opinion stating this restriction would apply to the date the Official files for candidacy/re-election

with the Election Board. i.e. Filing dates: 04-03-24 to 04-05-24. More clarification of the effective date will be researched.

No action was taken regarding the purchase of the Phone/Radio Recorder from Voice Products for \$10,898.00 for the Sheriff's Office. Sterling will review the operating budget for the Sheriff's Office to see if sufficient funds are available for this purchase prior to the restricted dates.

Stinson reported **D3** would need to purchase 5/8" chip/rock sufficient for 29 miles. Some of the future projects are 5 miles on Trent Rd, 5 miles on Kremlin Road, and 8 miles of Red Hill Road. Stinson stated Dolese has sufficient 5/8" chip/rock in stock and will purchase from Dolese as approved on the 6 Month Materials Bid for this aggregate. Fredrick reported **D2** previously purchased rock and has stacked sufficient rock for 16 miles of future projects and will need to purchase 4 miles of 3/8" chip/rock. Hess reported **D1** will need to purchase 6 miles of 3/8" chip/rock to be used west of Wakita. Dolese does not have 3/8" chip/rock for purchase and alternative options are being considered.

At 9:50 a.m. Hess moved to return to Item 6s. Stinson seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Cornell Cross reported the following services which are being provided to Grant County by Apprentice Technology: Courthouse - Cybersecurity; networking; tech support; wifi for all CH Offices and Sheriff's Office; and countywide phone system (D1 is not set up on phone network due to insufficient internet capability in the Wakita area); Assessor's Office – Maintain emails; networking; and workstations; Treasurer's Office – Maintains emails; networking; and tech support; Clerk's Office – Networking; Court Clerk's Office / Election Board / OSU Extension – Phone system only as all other IT needs are provided by the State for these three offices; Sheriff – Phone system; networking; tech support; recording phones calls at Sheriff's Office (\$60 per month) with 6 month revolving storage; VPN access. CCTV camera system is not provided by Apprentice. Cornell recommended that all county email addresses that have not be converted to **.org** or **.gov** TLD extension verses other TLD extension should be updated to one of these TLD extension for security reasons. The current cost to setup and manage email is \$96.00 annually per email address.

At 10:22 a.m. Stinson moved to return to Item 6v, Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Hess reported he has been checking on chipper machines. Currently he has found a 2012 Chipper 11 X 22 with 2500 hours. This machine should be good for 5,000 to 7,000 hours before needing maintenance and has a Cummins motor. The vendor is willing to ship the machine to OKC for the commissioners to look at. When a chipper machine is purchased, the cost will be evenly split between all three districts. Pratt informed the BOCC the bid procedures will need to be followed due to the possible purchase price of the type of machinery.

No action on **2023-17A** Re-bid of rock chip rock on 6 mo. material bid due to receiving only one bid on 3/8" rock and 5/8" rock which was from Dolese, but Dolese cannot fulfill the request for as their supply has been purchased by ODOT, therefore, it will be necessary to re-bid on this aggregate.

No new business.

Stinson reported receiving numerous calls about needing rock on roads. D3 is hauling rock to the yard today. The Hawley Cemetery Road project will begin soon. D3 crew is also changing out blades on graders.

Hess reported D1 is building a bridge in the shop today. D1 is also working on signage that got knocked down.

Fredrick reported D2 is moving rock in the Deer Creek area but has been delayed due to recent rains. Fredrick appreciates the publics' patience as we work through the winter season. D2 is back to a full crew.

At 10:47 a.m. Stinson moved to adjourn. Hess seconded. Fredrick – aye; Hess – aye; Stinson – aye; Motion carried.

Approved this 16<sup>th</sup> day of January 2024

**BOARD OF COUNTY COMMISSIONERS  
GRANT COUNTY, OKLAHOMA**

/s/ Craig A. Fredrick, Chairman    /s/ Max L. Hess, Vice Chairman    /s/ Steve Stinson, Member  
/s/ Cindy Pratt, County Clerk