

June 18, 2018

1. The Ottawa County Board of Commissioners held their regular scheduled meeting at 9:00 AM, June 18, 2018, with the following members present: Chairman Chad Masterson, Commissioners Russell Earls and John Clarke.

Notice of the meeting was posted at the south door of the Ottawa County Courthouse at 4:53 PM, June 14, 2018. Commissioners' Meeting Agendas and Minutes can also be found online at ottawa.okcounties.org.

2. The Pledge of Allegiance was recited.

3. Motion by Earls, second by Clarke, to approve minutes of June 11, 2018 as presented for reading. By vote: Clarke, aye; Earls, aye; Masterson, aye.

4. Motion by Earls, second by Clarke, to approve the following claims: 2017-2018 01 GENERAL: 2408, OTTAWA CO COURT CLERK, 1536.00, REIMBURSAL; 2409, QUILL CORPORATION*, 258.22, OFFICE SUPPLIES; 2410, TOUCHTONE COMMUNICATIONS*, 109.94, PHONE BILL; 2411, EMPLOYEE SCREENING SVCS*, 152.00, DRUG & ALCOHOL TESTING; 2412, PITNEY BOWES, 208.54, POSTAGE METER SUPPLIES; 2413, JOHNSON CONTROL, 762.75, REPAIRS; 2414, SERVICE SOLUTIONS INC, 314.83, REPAIRS; 2415, SERVICE SOLUTIONS INC, 361.92, REPAIRS; 2416, VANCE DODGE, 52.20, REPAIRS; 2417, PITNEY BOWES INC*, 256.41, MAINTENANCE AGREEMENT; 2418, ADMIRAL EXPRESS INC*, 139.95, OFFICE SUPPLIES; 2419, TOUCHTONE COMMUNICATIONS*, 19.03, PHONE BILL; 2420, OSU COOP EXT SERVICE*, 5104.00, SALARY; 2421, TOUCHTONE COMMUNICATIONS*, 41.80, PHONE BILL; 2422, TOUCHTONE COMMUNICATIONS*, 20.90, PHONE BILL; 2423, TOUCHTONE COMMUNICATIONS*, 42.73, PHONE BILL; 2424, ACE HARDWARE*, 204.82, PARTS; 2425, COMDATA, 93.75, FUEL; 2426, MIAMI NEWS-RECORD, 127.00, LEGAL NOTICE; 2427, CRAIG CO REG DETENTION*, 3250.00, JUVENILE DETENTION; 2428, COMDATA, 140.98, FUEL; 2429, TOUCHTONE COMMUNICATIONS*, 3.27, PHONE BILL; 2430, ESSEX, TAMARA L, 35.92, REFUND; 2431, TAMARA ESSEX, 35.92, REFUND; 02 HIGHWAY: 1620, OTA PIKEPASS*, 11.60, TURNPIKE TOLLS; 1621, RUSSELL EARLS, 70.95, TRAVEL EXPENSES; 1622, YELLOWHOUSE MACHINERY CO, 436.92, PARTS; 1623, CITY OF MIAMI, 233.05, ROLL-OFF; 1624, CITY OF MIAMI, 112.10, ROLL-OFF; 1625, CITY OF MIAMI, 78.47, ROLL-OFF; 1626, KATNER MILLS*, 528.50, PARTS; 1627, CITY OF MIAMI, 94.40, ROLL-OFF; 1628, CITY OF MIAMI, 59.59, ROLL-OFF; 1629, GRISSOMS JOHN DEERE, 2006.89, REPAIRS; 1630, CITY OF MIAMI, 95.58, ROLL-OFF; 1631, CITY OF MIAMI, 90.27, ROLL-OFF; 1632, AUTOMOTIVE OF FAIRLAND*, 34.95, PARTS; 1633, HUGHES LUMBER CO*, 107.95, MATERIALS; 1634, LEGACY FARM & LAWN, 273.43, REPAIRS; 1635, KATNER MILLS*, 209.50, PARTS; 1636, CITY OF MIAMI, 62.54, ROLL-OFF; 1637, CITY OF MIAMI, 55.46, ROLL-OFF; 1638, BRIAN SPARKS, 65.00, REPAIRS; 1639, LAKELAND OFFICE SYSTEMS INC*, 64.85, COMPUTER SUPPORT; 1640, MIAMI PUBLIC UTILITIES*, 26.00, UTILITIES; 1641, FAIRLAND PUBLIC WORKS*, 81.14, UTILITIES; 1642, WAL-MART PAYMENTS*, 129.56, SHOP SUPPLIES; 1643, BERNICE SANITATION LLC, 40.00, WASTE DISPOSAL; 1644, OTTAWA CO RWD #1, 71.82, UTILITIES; 1645, DISH, 50.83, CABLE SERVICE; 1646, OSU AGRICULTURE CONFERENCES, 120.00, CERTIFICATION; 03 HEALTH: 277, LANNA BRINGARDNER, 105.98, TRAVEL EXPENSES; 278, SARAH HUBBARD, 212.44, TRAVEL EXPENSES; 279, VERONICA LONG, 41.36, TRAVEL EXPENSES; 280, HOMETOWN BOTTLED WATER*, 39.25, BOTTLED WATER; 281, SCOTTS LAWN CARE SERVICE*, 370.00, LAWN CARE; 282, WORKMAN PUBLISHING COMPANY, 153.60, PROMOTIONAL ITEMS; 283, MOORE MEDICAL LLC, 438.73, MEDICAL SUPPLIES; 284, MIAMI PUBLIC UTILITIES*, 1136.83, UTILITIES; 285, WAL-MART PAYMENTS*, 178.00, OFFICE SUPPLIES; 286, XEROX CORPORATION, 228.63, MAINTENANCE AGREEMENT; 287, MAILFINANCE, 471.96, LEASE PAYMENT; 288, GALT FOUNDATION, 194.60, PROFESSIONAL SERVICES; 289, TOUCHTONE COMMUNICATIONS*, 30.49, PHONE BILL; 10 SHERIFF SERVICE FEE: 346, QUILL CORPORATION*, 299.77, OFFICE SUPPLIES; 347, HOMETOWN BOTTLED WATER*, 72.25, BOTTLED WATER; 348, QUILL CORPORATION*, 279.94, OFFICE SUPPLIES; 349, SERVICE SOLUTIONS INC, 603.63, REPAIRS; 350, FLEETCOR TECHNOLOGIES*, 1273.88, FUEL; 351, O REILLY AUTOMOTIVE INC*, 308.29, PARTS; 352, VISA, TTCU, 1449.75, TRAVEL EXPENSES; 353, METAL FAB TROPHY SHOP*, 71.00, DEPUTY UNIFORMS; 354, SOUTHERN UNIFORM & EQUIP*, 59.60, UNIFORMS; 355, ACORN SERVICES INC, 134.40, DEPUTY TRAINING; 356, ACORN SERVICES INC, 50.42, DEPUTY TRAINING; 11 BOARD OF PRISONERS: 198, DIAMOND PHARMACY SERVICE*, 994.33, INMATE PRESCRIPTIONS; 199, FOUR STATES MAINTENANCE*, 798.48, CLEANING SUPPLIES; 200, DIAMOND PHARMACY SERVICE*, 1016.29, INMATE PRESCRIPTIONS; 201, FOUR STATES MAINTENANCE*, 196.48, CLEANING SUPPLIES; 202, ULINE SAFETY SPECIALIST, 227.72, JAIL SUPPLIES; 203, TIGER COMMISSARY SERVICES INC*, 715.76, COMMISSARY; 204, TIGER COMMISSARY SERVICES INC*, 1366.46, COMMISSARY; 205, TIGER COMMISSARY SERVICES INC*, 127.08, COMMISSARY; 206, TIGER COMMISSARY SERVICES INC*, 647.64, COMMISSARY; 207, TIGER COMMISSARY SERVICES INC*, 1392.00, COMMISSARY; 13 COMMISSARY: 177, TIGER COMMISSARY SERVICES INC*, 101.50, COMMISSARY; COMMISSARY; 179, TIGER

COMMISSARY SERVICES INC*, 276.50, COMMISSARY; 17 COUNTY CLERK CASH FUND: 21, ROBYN MITCHELL, 404.90, TRAVEL EXPENSES; 25 HIGHWAY SALES TAX: 316, KEMP STONE CO INC*, 5512.07, LIMESTONE; 317, KEMP STONE CO INC*, 4688.22, LIMESTONE; 318, KEMP STONE CO INC*, 624.49, LIMESTONE; 319, ELLIS CONSTRUCTION ACCESS*, 1634.40, MATERIALS; 320, ROGERS COUNTY DISTRICT 1, 375.00, OILS; 321, LAKELAND PETROLEUM, 3628.01, FUEL; 322, WALLIS LUBRICANT LLC*, 2519.76, OILS; 323, MIDWEST FERTILIZER INC*, 715.07, FUEL; 324, LAKELAND PETROLEUM, 3013.20, FUEL; 26 FIREFIGHTERS SALES TAX: 178, LAKELAND PETROLEUM, 42.86, FUEL; 179, BARNEYS LAST STOP*, 58.77, FUEL; 180, O REILLY AUTOMOTIVE INC*, 336.21, PARTS; 181, A T & T, 168.32, PHONE BILL; By vote: Clarke, aye; Earls, aye; Masterson, aye.

5. No action in citizens' participation or public comments.

6. Elaine Clugston presented the commissioners with the Fiscal Year Report for 2017-2018 for Ottawa County Graduated Sanctions. Motion by Earls, second by Clarke, to approve grant for Ottawa County Graduated Sanctions in the amount of \$2500 for Fiscal Year 2018-2019. By vote: Clarke, aye; Earls, aye; Masterson, aye.

7. Motion by Earls, second by Clarke, to approve Sheriff's Office request for one of their employees to receive donated leave through the County's shared leave plan. By vote: Clarke, aye; Earls, aye; Masterson, aye.

8. Motion by Earls, second by Clarke, to approve Sheriff's Office request for one of their employees to donate sick leave through the County's shared leave plan. By vote: Clarke, aye; Earls, aye; Masterson, aye.

9. Motion by Clarke, second by Earls, to approve appointment of Joey Williams, District 3's representative for countywide EMS Board. By vote: Earls, aye; Clarke, aye; Masterson, aye.

10. Motion by Earls, second by Clarke, to approve Detention Services Agreement for July 1, 2018 until June 30, 2019 between Board of County Commissioners of Ottawa County and Board of County Commissioners of Tulsa County on behalf of the Tulsa County Juvenile Detention Center. By vote: Clarke, aye; Earls, aye; Masterson, aye.

11. Motion by Earls, second by Clarke, to approve Detention Services Agreement between Sequoyah Enterprises, Inc. and Board of Commissioners of Ottawa County for July 1, 2018 through June 30, 2019 on behalf of the LeFlore County Regional Juvenile Detention Center in Talihina, Oklahoma. By vote: Clarke, aye; Earls, aye; Masterson, aye.

12. Motion by Earls, second by Clarke, to approve Detention Services Agreement between ROCMND Area Youth Services, Inc. and Board of Commissioners of Ottawa County for July 1, 2018 through June 30, 2019 for Craig County Regional Juvenile Detention Center. By vote: Clarke, aye; Earls, aye; Masterson, aye.

13. No action taken.

14. Bids, received until 9:05 AM on Bid 2017-2018.18 Project Number G04927-160(1) State Line Road were opened and read aloud. Motion by Earls, second by Clarke, to table until next Monday, June 25, 2018. By vote: Clarke, aye; Earls, aye; Masterson, aye. Also, opened Engineer's Estimate, BIA \$2,967.247.63

17. Motion by Earls, second by Clarke, to approve the following transfer of appropriation: 17-C in the amount of \$1028.27 to 17-D. By vote: Clarke, aye; Earls, aye; Masterson, aye.

18. Motion by Earls, second by Clarke, to approve the following check(s) for deposit: #201806020 from State of Oklahoma in the amount of \$120.00. By vote: Clarke, aye; Earls, aye; Masterson, aye.

21. Commissioners' Activity Reports: District #1: Pre-cast section on 4 Mile Creek Project will begin the second week in July, spraying right-of-way, mosquito fogging, normal maintenance. District #2: working on Cayuga Road Bridge with the help of district #3, right-of-way mowing, spraying, maintaining equipment. District #3: same as district #2.

22. In new business: Treasurer, Kathy Bowling reported the County acquired 59 properties at the June sale. She informed the Board of a business which is still in operation that the County now owns because of unpaid taxes. Discussion on proper procedure to remove tenants on property.

35. Motion by Earls, second by Clarke, to approve the following blanket purchase orders:

HWY 3

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| 004563 | KEMP STONE CO INC* | \$5,000.00 | 6/14/2018 |
| 004564 | KEMP STONE CO INC* | \$5,000.00 | 6/14/2018 |
| 004565 | KEMP STONE CO INC* | \$5,000.00 | 6/14/2018 |
| | | \$15,000.00 | |

By vote: Clarke, aye; Earls, aye; Masterson.

9:58 AM Motion by Earls, second by Clarke to recess until 10:30 AM. By vote: Clarke, aye; Earls, aye; Masterson, aye.

10:30 AM Motion by Earls, second by Clarke, to reconvene. By vote: Clarke, aye; Earls, aye; Masterson, aye.

Continued in New Business: Tamara Patterson, office manager for the Sheriff, was present to answer questions concerning claims and purchase orders. Commissioner Earls questioned Pitney Bowes claim. Tamara explained there is a quarterly maintenance fee for the postage machine. Earls suggested they use another office's postage meter, and only pay for the postage. Earls questioned Johnson Control claim with a late stamp on it. Tamara explained the blanket purchase order had already been closed. Purchasing agent Mays stated the work was performed on May 2, and she received the purchase order on June 7. Earls asked Mays to explain the proper procedure. Earls questioned the costs associated with Service Solutions. Tamara explained they are difficult to monitor, and she doesn't always receive notice when they perform work. Earls asks Mays for a printout. Tasha returns with the figures: \$80,000 this fiscal year compared to the previous year's in the amounts of \$15,000, \$32,820 and \$18,000. Commissioner Masterson questioned the kiosk cash fees. Tasha explained they have to pay a minimum fee, it was originally explained there would be no fees. Commissioner Clarke agreed to being told the same thing. Earls understood if the minimum fee is not reached, then we have to pay it. Earls stated the Board needs explanations before the invoices are paid. Earls wanted an explanation as to why uniforms were ordered without a purchase order. He asked Mays if she would work on contacting these vendors and ask them not to sell anything to the sheriff's office without notice to the County if a purchase order is not in place.

25. Motion by Earls, second by Masterson to adjourn. By vote: Earls, aye; Masterson, aye; Clarke had left the meeting.

Chad Masterson, Chairman

Robyn Mitchell, Ottawa County Clerk
American Newspaper