

June 4, 2018

1. The Ottawa County Board of Commissioners held their regular scheduled meeting at 1:45 PM, June 4, 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 4:09 PM, May 31, 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 May 29, 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: 2357, CODA, 50.00, REGISTRATION FEE; 2358, U S CELLULAR, 1247.76, PHONE BILL; 2359, CANON FINANCIAL SERVICES*, 186.59, MAINTENANCE AGREEMENT; 2360, CANON FINANCIAL SERVICES*, 186.59, MAINTENANCE AGREEMENT; 2361, CANON FINANCIAL SERVICES*, 186.59, MAINTENANCE AGREEMENT; 2362, LAKELAND FINANCIAL SERVICES, 209.79, MAINTENANCE AGREEMENT; 2363, LAKELAND FINANCIAL SERVICES, 209.79, MAINTENANCE AGREEMENT; 2364, A T & T, 40.50, INTERNET SERVICE; 2365, TINA STEPP, 75.00, OFFICE CLEANING; 2366, CABLE ONE, 143.78, CABLE SERVICE; 2367, BECKY SMITH, 43.60, TRAVEL EXPENSES; 2368, GABRIEL HUFFMAN, 47.41, TRAVEL EXPENSES; 2369, HOMETOWN BOTTLED WATER*, 12.50, BOTTLED WATER; 2370, MIAMI NEWS-RECORD, 108.40, LEGAL NOTICE; 2371, WAGWORKS INC, 108.00, ADMIN FEES; 2372, OTTAWA CO ELECTION BRD, 80.84, TRAVEL EXPENSES; 2373, OTA PIKEPASS*, 100.00, TRAVEL EXPENSES; 02 HIGHWAY: 1559, JOHN CLARKE, 91.56, TRAVEL EXPENSES; 1560, CHAD MASTERSON, 58.86, TRAVEL EXPENSES; 1561, HUGHES LUMBER CO*, 248.57, MATERIALS; 1562, EDWARDS CANVAS INC*, 14.30, VEHICLE EQUIPMENT; 1563, A T & T, 49.26, PHONE BILL; 1564, A T & T, 271.16, PHONE BILL; 1565, WELCH STATE BANK*, 2200.00, LEASE PAYMENT; 1566, WELCH STATE BANK*, 1795.31, LEASE PAYMENT; 1567, WELCH STATE BANK*, 900.00, LEASE PAYMENT; 1568, WELCH STATE BANK*, 1400.00, LEASE PAYMENT; 1569, WELCH STATE BANK*, 2200.00, LEASE PAYMENT; 03 HEALTH: 264, VERONICA LONG, 33.84, TRAVEL EXPENSES; 265, LANNA BRINGARDNER, 93.76, TRAVEL EXPENSES; 266, DEE'S COMMUNICATIONS, 212.50, REPAIRS; 267, DEE'S COMMUNICATIONS, 255.00, REPAIRS; 268, DELTATRAK, 397.00, PARTS; 269, ADMIRAL EXPRESS INC*, 448.64, OFFICE SUPPLIES; 09 DRUG COURT REV FUND: 21, DISTRICT ATTORNEYS OFFICE, 1354.04, TRAVEL EXPENSES; 10 SHERIFF SERVICE FEE: 339, LAKELAND OFFICE SYSTEMS INC*, 48.19, MAINTENANCE AGREEMENT; 340, FLEETCOR TECHNOLOGIES*, 985.37, FUEL; 341, FLEETCOR TECHNOLOGIES*, 872.76, FUEL; 342, LAKELAND OFFICE SYSTEMS INC*, 33.70, MAINTENANCE AGREEMENT; 343, LAKELAND OFFICE SYSTEMS INC*, 103.11, MAINTENANCE AGREEMENT; 344, KEETON PEST CONTROL*, 125.00, PEST CONTROL; 17 COUNTY CLERK CASH FUND: 19, ROBYN MITCHELL, 343.74, TRAVEL EXPENSES; 20, NATASHA MAYS, 189.21, TRAVEL EXPENSES; 23 COURTHOUSE TRUST AUTH: 46, OK NATURAL GAS CO, 65.77, UTILITIES; 47, OK NATURAL GAS CO, 160.21, UTILITIES; 25 HIGHWAY SALES TAX: 303, FENSCO INC*, 1830.00, PIPE; 304, KIRBY-SMITH MACHINERY INC*, 1665.60, GRADER BLADES; 305, IRON WORKS STEEL SUPPLY LLC, 12714.46, MATERIALS; 306, TULSA COUNTY, 1101.00, SIGNS;

By vote: Earls, aye; Masterson, aye.

5. David Payne spoke to the Board expressing interest in the county's property, Lot 2 Block 6 in Fountain East. Commissioner Earls stated he would do some research on the property and get back to Mr. Payne.

6. Motion by Earls, second by Clarke, to approve Darrin Hance as Requisitioning Officer and Phillip Oleman, Ryan Kinsey and LaWayne Clapp as Receiving Officers for Ottawa County Highway District 2 for fiscal year 2017-2018. By vote: Clarke, aye; Earls, aye; Masterson, aye.

7. Motion by Earls, second by Clarke, to approve Resolution 2018-6 executing the agreement establishing the Association of County Commissioners of Oklahoma. By vote: Earls, aye; Clarke, aye; Masterson, aye. And Motion by Earls, second by Clarke, to approve Option 1 to pay one payment of \$132,287. By vote: Clarke, aye; Earls, aye; Masterson, aye.

8. – 11. Motion by Clarke, second by Earls, to approve claims to ODOT. By vote: Earls, aye; Clarke, aye; Masterson, aye. Motion by Clarke, second by Earls, to rescind vote due to incorrect bridge number on agenda. By vote: Earls, aye; Clarke, aye; Masterson, aye.

12. Motion by Earls, second by Clarke, to approve commissioners joining National Joint Powers Association (NJPA) a National buying co-op. By vote: Clarke, aye; Earls, aye; Masterson, aye.

13. No action.

14. In discussion regarding sheriff's request for additional funding for fiscal year 2017-2018, Commissioner Earls stated he went over the issues with the sheriff last week. Treasurer, Cathy Bowling, stated she had spoken to CPA Bill Turner and that an early apportionment could be done after June 25 deposits. Commissioner Earls stated there may not be any money come in by June 25 so we should approve what he needs for this fiscal year and lower his estimate of needs for next year by that amount. Sheriff stated that DOC is behind several months and wants to know what would happen if the money comes in after June 25. Treasurer Bowling stated that it would then go on next years fund. Commissioner Clarke asks if any money that comes in between now and June 25 would be transferred to 2017-18. Treasurer answered yes. Commissioner Earls stated the money may or may not come in. Treasurer Bowling asked if a transfer could be done for just what is needed today and wait until the 25th to do the rest. Commissioner Earls stated yes and asked Tasha (Natasha Mays, Purchasing Agent) what her thoughts were on that. Purchasing Agent Mays stated we don't want to wait too long to pay the bills, that the purchase orders have to be encumbered by the 28th. Mays stated she would just do transfers now to make sure he's covered and get things paid. Commissioner Earls agreed. Motion by Earls, second by Clarke, to approve additional funding needed to cover the sheriff's payroll and maintenance and operations for this fiscal year in the amount of \$238,151.45. By vote: Clarke, aye; Earls, aye; Masterson, aye.

16. Motion by Earls, second by Clarke, to approve the following cash fund estimates of need and requests for appropriation:

C5-D	\$410.00
CCRF-D	\$6,244.74
TRUST	\$53,691.23
CBRI	\$20,966.55
BOP-D	\$17,901.00
CARF	\$698.00
LAW	\$1,599.38
B5-D	\$20,880.70
B5-F	\$2,061.25
BOND	\$791.14
COMM	\$22,970.70
F5-C	\$1,304.40
REC-D	\$2,359.00
FF-AFT	\$2,388.87
FF-COM	\$2,382.72
FF-FAI	\$2,372.50
FF-MIA	\$2,387.25
FF-PAR	\$2,387.23
FF-PEO	\$2,381.45
FF-PIC	\$2,369.87
FF-QUA	\$2,381.20
FF-WYANDOTTE	\$2,376.57

RESALE	\$54,138.37
HWY 1	\$35,641.20
HWY 2	\$35,641.20
HWY 3	\$35,641.20
HWY 2	\$3,206.00
DCRF	\$778,75
92-A-1	\$6000.00
92-D-1	\$44,202.45
92-A-2	\$3000.00
92-D-2	\$51,363.57
92-A-3	\$5000.00
92-D-3	\$48,922.43
92-G-3	\$8000.00
EMPG	\$5000.00

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

17. Motion by Earls, second by Clarke, to approve the following transfers of appropriation: 20-E in the amount of \$238,151.45 to 04-A in the amount of \$141,377.02, B5-F in the amount of \$3,774.43 and 04-D in the amount of \$93,000.00; 16-B in the amount of \$900.00 to 16-A in the amount of \$780.00 and 16-D in the amount of \$120.00; 20-D in the amount of \$259.84 to 16-A; 20-D in the amount of \$389.60 to 20-A; 20-D in the amount of \$1,494.12 to 34-A. By vote: Clarke, aye; Earls, aye; Masterson, aye.

18. Motion by Earls, second by Clarke, to approve the following check(s) for deposit: #57666430 from Wal-mart Synchrony Bank in the amount of \$37.46; #108004679 from ODOT in the amount of \$5,923.53. By vote: Clarke, aye; Earls, aye; Masterson, aye.

19. Motion by Earls, second by Clarke, to approve monthly reports from the following listed offices: County Health, County Election Board, County Assessor and County Clerk. By vote: Clarke, aye; Earls, aye; Masterson, aye.

21. Commissioners' Activity Reports: District 1: mowing, repairing mowing machines, preparing road projects for overlay, crack sealing to start next week. District 2: spraying, mowing right-of-ways, working on bridge on Cayuga Road with District 3. District 3: working with District 2 on bridge on Cayuga Road and working with sheriff on his budget.

22. In new business: County Clerk, Robyn Mitchell spoke regarding the newspaper article which stated that the sheriff is the only one who pays his utility bills. Mitchell wanted to clarify that the courthouse and annex utilities are paid by the general fund but the sheriff's office is budgeted for his utilities. Commissioner Earls added that the court clerk pays her share of the utilities and Cassie Key, Court Clerk, stated that she pays roughly \$10,000.00 per year. Commissioner Earls asked Chairman Masterson to appoint a committee to go over the monies coming in to the sheriff's office. He recommends that committee consist of himself, Tasha (Purchasing Agent), Kathy (Treasurer), Sheriff Floyd and Tamara (Sheriff's Office Manager). Chairman Masterson appointed said committee.

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

20-D			
004346	COMDATA	\$300.00	5/31/2018
		\$300.00	
34-D			
004345	COMDATA	\$300.00	5/31/2018
		\$300.00	

93-D

004341	HOMETOWN BOTTLED WATER*	\$200.00	5/31/2018
004342	INTEGRIS BRHC*	\$300.00	5/31/2018
004343	WAL-MART PAYMENTS*	\$400.00	5/31/2018
		\$900.00	
FF-PAR			
004344	LAKELAND PETROLEUM	\$500.00	5/31/2018
		\$500.00	
FF-PEO			
004347	BARNEYS LAST STOP*	\$500.00	5/31/2018
		\$500.00	

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

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

Chad Masterson, Chairman

Robyn Mitchell, Ottawa County Clerk
American Newspaper