

The Pottawatomie County Board of County Commissioners met in a regular meeting on Tuesday, October 10, 2023 at 1:00 p.m. The following members were present: Melissa Dennis, Chairman, Abby Thompson and Greg Rush, Members, Raeshel Flewallen, County Clerk.

GUESTS- Valerie Ueltzen, Court Clerk, Ron Stearns and Brent Houston, Shawnee Schools, Angela Williams, District 2, Buddy Anderson, Treasurer, Terra Allred, Pott Co Admin, Brad Baney, PCPSC, Leona Satterfield, Assessor, Jared Strand and Jennifer Baker, PCSO, Suzie Campbell, Countywide & Sun, Braquel Stephens and Robin Ueltzen, Pott Co 911, Patricia Carter, Election Board, and Steve Martin, Macomb Schools, were all welcomed to today's meeting.

PUBLIC COMMENTS- No one addressed the Board under "Public Comments".

PUBLIC SAFETY CENTER- The current number of inmates is 365. There are 304 males and 61 females. Eighty were booked-in and 68 released. Two inmates were placed on safety observations.

POTT COUNTY 911- There were 121 new/edited addresses and 6 new/edited center lines.

POTT COUNTY EM DIRECTOR- Chad Larman stated they assisted with three responses. He stated the state fire marshal's office were unable to provide the letter they were requesting. They are currently working on annual updates to the Hazard Mitigation Plan.

SHAWNEE PUBLIC SCHOOLS- Mrs. Dennis made a motion to approve Shawnee Public Schools to utilize sales tax funds to pay for storm damage repairs to the exterior walls of the Performing Arts & Athletics building (\$25,750.00) and roofing replacement on the high school vocational agriculture building (\$9,500.00). Seconded by Mr. Rush the vote was: AYE- Thompson, Rush, Dennis.

MACOMB PUBLIC SCHOOLS- A motion was made by Mrs. Dennis and seconded by Mrs. Thompson to approve a quote for Macomb Public Schools to utilize a portion of their sales tax funds to purchase classroom furniture via US Communities contract RTC-18004 for \$4,148.80. The motion carried with the following vote: AYE- Rush, Thompson, Dennis.

OMMA RENEWALS- Mrs. Dennis made a motion to approve the OMMA renewals for OO Organic Farms, LLC (grower license) and OO Organic Farms, LLC (transporter license). Seconded by Mrs. Thompson the vote was: AYE- Thompson, Rush, Dennis.

MINUTES- A motion was made by Mrs. Dennis and seconded by Mr. Rush to approve the minutes of October 2, 2023. The motion carried with the following vote: AYE- Rush, Thompson, Dennis.

MONTHLY REPORTS- Mrs. Dennis made a motion to approve the monthly reports of the court clerk, assessor, treasurer, and county clerk. Seconded by Mrs. Thompson the vote was: AYE- Thompson, Rush, Dennis.

PAYROLL- A motion was made by Mrs. Dennis to approve payroll for September 16 thru September 30, 2023. Seconded by Mrs. Thompson the vote was: AYE- Rush, Thompson, Dennis.

CASH FUND ESTIMATE OF NEEDS- Mrs. Dennis made a motion to approve the following Cash Fund Estimate of Needs and Requests for Appropriations: School ST- \$455,299.78; County Clerk Lien Fee- \$6,588.70; County Clerk Rec Mgmt/Presv- \$17,133.40; Treasurer Mtg Cert- \$1,089.42; Assessor Rev Fee- \$426.66; Jail ST- \$172,207.91; CBRI- \$33,398.56; Phone Fees- \$39,808.36; Extension ST- \$27,509.38; Fair Maint ST- \$9,369.84; Eco Dev ST- \$21,509.60; Em Mgmt- \$64.99; Road & Bridges ST- \$562,260.63; Use Tax ST- \$292,351.17; Sheriff Serv Fee- \$21,840.46; DA Just Cnt- \$5,531.64; ARPA- \$39,342.34; LATCF- \$404.85; Rental of County Prop- \$56,780.00; Rural Fire ST- \$70,008.30; County Highway Unrest- \$391,499.30 Sr Cit ST- \$19,385.48; Em Mgmt ST- \$40,071.32; Soil Consv ST- \$8,890.40. Seconded by Mr. Rush the vote was: AYE- Thompson, Rush, Dennis.

TRANSFERS OF APPROPRIATIONS- Mrs. Dennis made a motion to approve the following Transfers of Appropriations: Visual Inspection- \$20,000.00 from salaries to benefits; Assessor- \$20,000.00 from salaries to benefits. Seconded by Mrs. Thompson the vote was: AYE- Thompson, Rush, Dennis.

BLANKET PURCHASE ORDERS- Mrs. Dennis made a motion to approve the blanket purchase orders. Seconded by Mr. Rush the vote was: AYE- Thompson, Rush, Dennis.

RESOURCE OFFICER BETHEL SCHOOLS- Mrs. Dennis made a motion to approve funds from Bethel Schools for school resource deputy. Seconded by Mrs. Thompson the vote was: AYE- Thompson, Rush, Dennis.

NEW MULTI-AGENCY CENTER- Mrs. Dennis made a motion to approve Chad Larman to hire an architect for plans and estimate on a new multi-agency center. Seconded by Mr. Rush the vote was: AYE- Rush, Thompson, Dennis.

POTTAWATOMIE COUNTY FY 23/24 BUDGET- Mrs. Dennis made a motion to approve the Pottawatomie County FY 23/24 budget. Seconded by Mrs. Thompson the vote was: AYE- Thompson, Rush, Dennis.

ELEVATOR SERVICE AGREEMENTS/MAINTENANCE- A motion was made by Mrs. Dennis to have a new service agreement with Allied Elevator Services, Inc, due to Kone not returning phone calls and not giving prompt service. Currently \$2400 is owed and this will not be paid. Letters are to be sent to Kone and as of November 1st service will be given to Allied. Seconded by Mr. Rush the vote was: AYE- Thompson, Rush, Dennis.

TORNADO DAMAGE- Mrs. Dennis made a motion to approve JCM & Sons, low quote of \$61,200.00, for April 19, 2023 tornado damage for county buildings and equipment. Seconded by Mrs. Thompson the vote was: AYE- Rush, Thompson, Dennis.

COUNTY BRIDGE INSPECTIONS- Mrs. Dennis made a motion to approve county bridge inspection contracts and to use CED #4. Terra will write a resolution. Seconded by Mr. Rush the vote was: AYE- Thompson, Rush, Dennis.

JOB DESCRIPTIONS- A motion was made by Mrs. Thompson to approve job descriptions for county commissioners' aid administrative assistant and coordinator. Seconded by Mrs. Dennis the vote was: AYE- Thompson, Rush, Dennis.

JOB OPENING- Mrs. Thompson made a motion to post a job opening for county commissioners' coordinator position. Seconded by Mrs. Dennis the vote was: AYE- Rush, Thompson, Dennis.

PURCHASE ORDERS/CLAIMS- Mrs. Dennis made a motion to approve the following Purchase Orders/Claims: 3349, BCW, Inc., 16062.00, JANITORIAL SERVICE; 295, M&M Metalworx, 11500.00, PARTS AND LABOR; 19, 799, 630, 632, RODS PEST CONTROL, 610.00, Pest control; 43, SHAWNEE OFFICE SYSTEMS, 347.68, Copies; 44, 59, 49, 54, Central Disposal, 793.00, TRASH; 45, 44, OG&E, 10798.19, electric; 46, Jasper, K, 197.53, TRAVEL; 47, Smith, C, 136.76, TRAVEL; 48, McDaniel, S, 711.94, TRAVEL; 49, Trammell, M, 101.00, TRAVEL; 50, Sparks Heat & Air, 144.80, AC Repair; 51, White, C, 125.00, LAWN MAINTENANCE; 52, Stone, F, 100.00, Office Cleaning; 53, CareerTech, 115.00, SUPPLIES; 797, Davison Fuels & Oil, 134.80, FUEL; 798, Garratt-Callahan Company, 652.09, Water Treatment; 800, 6L Mechanical, 6142.00, Repair/service; 801, 802, Countywide News, 2129.10, Countywide News; 803, Vyve Broadband, 496.53, PHONE/INTERNET; 804, Schultz, K, 42.57, MILEAGE; 805, 61, 50, 51, 47, 97, PCRW Dist. 3, 946.32, WATER; 806, HASBELL, T, 30.79, TRAVEL; 807, Hobby Lobby Stores, 132.33, Decorations; 808, QUILL, 280.46, SUPPLIES; 809, Alcom Security Systems, 59.95, ALARM SERVICE; 810, Total Assessment Solutions, 7500.00, Contract Appraisal; 811, Watson & Sons, 125.00, Carpet Cleaning; 812, Ueltzen, R, 162.72, REIMBURSEMENT; 813, DONS COPIERS, 207.00, COPIER MAINTENANCE; 55, Streater, M, 3036.00, Service; 56, GRUBBS J, 3360.00, Service; 57, Groth, R, 3350.00, Service; 58, 62, 613, 624, 103, AT&T, 2345.26, PHONE/FIBER; 60, 42, 52, ONG, 2774.95, gas; 63, Shawnee Forward, 270.00, MEMBERSHIP DUES; 64, 65, Amazon Capital Services, 5610.89, SUPPLIES; 611, BOB LOWE INC, 1193.75, Parts/Labor; 612, GFL Environmental/WCA Of Oklahoma, 120.75, TRASH; 614, JAMES SUPPLIES, 212.00, Parts And Supplies; 615, 623, G & G Services, 6950.00, Tree Removal; 616, CL Boyd, 1396.61, Labor/Parts; 617, Higginbotham Bros & Company, 229.87, Parts And Supplies; 618, 631, Warren Cat, 1550.51, PARTS, LABOR & SERVICES; 619, O'Daniel, Inc, 359.90, Repairs; 620, Alert 360, 124.49, ALARM MONITORING; 621, Atwoods Distribution, 434.35, Parts And Supplies; 622, Plank Auto Supply, 725.40, Labor/Parts; 625, Great Plains Kubota, 1019.32, Filters/Service; 626, VERIZON WIRELESS, 172.56, Phone charges; 627, 635, CED 4, 1517.10, Misc Signs; 628, P & K Equipment, 928.13, Parts; 629, 66, CH&W Commercial Tire, 4713.71, Tires; 633, Safety Kleen Systems, 289.57, Parts; 634, Cactus Tanks, 4075.00, Propane tank; 636, Thompson, A, 1000.00, Travel Allowance; 637, DENNIS, M, 1000.00, Travel Allowance; 638, Rush, G, 1000.00, Travel Allowance; 60, 61, EST, 14100.00, Surveying; 62, 63, 67, Ada Aggregates, 17590.24, Rock; 64, 65, HOOTEN OIL, 14711.07, Fuel And Gas; 68, 69, Mansfield Oil, 17253.06, diesel; 49, 50, OSU-CTP, 250.00, Training; 7, EUREKA, 12.44, WATER; 8, Shred-It USA, 132.71, Shredding; 52, LINE-X OF SHAWNEE, 1500.00, Spray; 41, Empire Finance, 9992.70, LEASE PAYMENT; 43, McCloud Water Department, 3968.10, WATER; 45, De Lage Landen Public Finance, 1260.04, Copier Service; 46, Tri County RWD #2, 441.56, WATER; 48, 99, Dobson Telephone, 2978.32, PHONE; 50, UMB Bank, 9750.00, LEASE PAYMENT; 51, Great Plains, 142.29, Parts And Supplies; 53, CITY OF TECUMSEH, 51.16, WATER; 55, Comdata, 706.80, FUEL; 56, Dixons Brake And Alignment, 529.36, Supplies/Repair; 93, City Green Lawn Care, 200.00, LAWN MAINTENANCE; 94, 96, First Choice Services, 474.42, supplies/groceries; 95, Kelly, A, 728.00, Service; 98, Potelco Lockbox, 67.36, PHONE; 100, Firelake Foods, 332.26, supplies/groceries; 101, Golden Corral, 2055.71, Banquet; 102, City Of Shawnee, 80.00, Banquet. Seconded by Mrs. Thompson the vote was: AYE- Thompson, Rush, Dennis.

ADJOURN- There being no further business Mrs. Dennis made a motion to adjourn. Seconded by Mrs. Thompson the vote was: AYE- Rush, Thompson, Dennis. The meeting adjourned at 2:03 p.m.

POTTAWATOMIE COUNTY COMMISSIONERS
POTTAWATOMIE COUNTY, OKLAHOMA

ATTEST:

By: Melissa Dennis, Chairman

Raeshel Flewallen, County Clerk

