

The Pottawatomie County Board of County Commissioners met in a regular meeting on Tuesday, December 9, 2025 at 9:00 a.m. The following members were present: Melissa Dennis, Chairman, Abby Thompson and Greg Rush, Members, Stephanie Hutchcraft, 1<sup>st</sup> Deputy County Clerk, Stacy Bateman-Woods, ADA.

**GUESTS**- Doug Van Scoyac and Cody Roe, City of McCloud, Kurt Schultz, Maintenance, Tylor Speir and Jeff Whitesell, Stewart & Clover, Colton Lancaster, Raintree Services, Scott Douthit, Wanette Schools, Jennifer Freeman, PCPSC, Phil Solinger, Pott GOP, Rob Morris, Suzie Campbell and Julie Talton, Countywide & Sun, Freeland Wood, PCSO, Robin Ueltzen, Pott Co 911, James Bishop, IT, Crystal Romanyszyn, Shawnee Forward, and KC Campbell, CACCO, were all welcomed to today's meeting.

**PUBLIC COMMENTS**- Phil Solinger stated he would be running for commissioners of District 1.

Rob Morris asked if he was going to be receiving the information he had requested concerning J R Kidney contract, email from state auditor, and rodeo bank account.

Tylor Speir and Jeff Whitesell addressed the Board concerning item #26 concerning clarification and status of private road at intersection of Prospect Road and Leo Road.

Stacy Bateman Woods, ADA, addressed the concerns of Mr. Morris stating she had the statute concerning travel clarification. She also stated the J R Kidney contract doesn't qualify as an open records request as it is not a contract with the county. She also addressed the private road situation and would clarify on that agenda item.

**UPDATE FACILITIES MAINTENANCE**- There were 52 maintenance tasks with 2 pm's. All concrete work has been completed and punch list items have been addressed. Two companies are looking at fabrication original style lighting for the front of the courthouse.

**UPDATE PUBLIC SAFETY CENTER**- The current number of inmates is 315. There are 273 males and 42 females. Thirty-eight were booked-in and 40 released. Two inmates were placed on safety observations.

**UPDATE POTT CO 911**- There were 64 address points created/edited and 10 centerlines created/edited. Currently they are working on 5 new subdivisions.

**UPDATE POTT COUNTY EM**- An update was not given at today's meeting.

**UPDATE POTT COUNTY SHERIFF'S OFFICE**- Sheriff Wood stated everything is going well. At this time he had 2 deputies resign and stated it is hard to keep deputies because of the pay.

**WANETTE SCHOOLS**- Mr. Rush made a motion to approve Wanette Public Schools to utilize a portion of their sales tax funds to pay the remaining premium to OSIG for \$29,234.50. Seconded by Mrs. Thompson the vote was: AYE- Rush, Thompson, Dennis.

**PLAT**- A motion was made by Mrs. Dennis and seconded by Mr. Rush to approve Ray Estates plat, plat only. The motion carried with the following vote: AYE- Rush, Thompson, Dennis.

**MINUTES**- A motion was made by Mr. Rush to approve the minutes of December 2, 2025. Seconded by Mrs. Thompson the vote was: AYE- Rush, Thompson. Dennis abstained.

**PAYROLL**- Mrs. Dennis made a motion to approve payroll for November 16 thru November 30, 2025 with 1 new hire in the county clerk. Seconded by Mrs. Thompson the vote was: AYE- Thompson, Rush, Dennis.

**CASH FUND ESTIMATE OF NEEDS**- Mrs. Thompson made a motion to approve the following Cash Fund Estimate of Needs and Requests for Appropriations: Treas Mtg Cert- \$1,769.05; Extension ST- \$29,173.33; Sheriff Serv Fee- \$24,715.13; Em Mgmt- \$127.64; 911 Phone Fees- \$48,752.84; Soil Conserv ST- \$9,280.58; Road & Bridges ST- \$907,140.20; Eco Dev ST- \$23,324.03; DA Just Cnt- \$6,390.24; ARPA- \$8,733.08; County Clerk Lien Fee- \$13,418.15; County Clerk Rec Mgmt/Pres- \$14,666.59; Fair Maint ST- \$9,670.07; VOCA- \$2,917.34; Assessor Rev Fee- \$138.47; LATCF- \$472.91; CBRI- \$50,437.43; Jail ST- \$179,123.18; Use Tax ST- \$343,595.75; Rental of County Prop- \$2,000.00; County Highway Unrest- \$380,165.89; Em Mgmt ST- \$42,173.42; Sr Citizens ST- \$20,612.46; Rural Fire ST- \$73,336.63; School ST- \$485,294.56; County Donations- \$42,105.75. Seconded by Mrs. Dennis the vote was: AYE- Rush, Thompson, Dennis.

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

**TRANSFERS OF APPROPRIATIONS**- Mr. Rush made a motion to approve the following Transfers of Appropriations: Courthouse Security- \$4,363.36 from salaries to benefits; Floodplain- \$1,320.00 from M & O to salaries. Seconded by Mrs. Dennis the vote was: AYE- Rush, Thompson, Dennis.

**BLANKET PURCHASE ORDERS-** A motion was made by Mrs. Dennis and seconded by Mrs. Thompson to approve the blanket purchase orders. The motion carried with the following vote: AYE- Rush, Thompson, Dennis.

**BOCC MEETING DATES-** Mrs. Dennis made a motion to approve the Pott County Board of County Commissioners regular meeting dates for 2026. Meetings will be held on Tuesdays at 9:00 a.m. Seconded by Mrs. Thompson the vote was: AYE- Thompson, Rush, Dennis.

**BOCC CHAIRMAN-** Mrs. Thompson made a motion to elect Melissa Dennis as chairman for the calendar year 2026. Seconded by Mr. Rush the vote was: AYE- Rush, Thompson. Dennis- Nay.

**CHILD ADVOCACY LEASE-** No action was taken regarding renewal of lease with Child Advocacy Center.

**CONSORTIUM AGREEMENT-** A motion was made by Mrs. Dennis to approve the consortium agreement between Pottawatomie County and the Central Oklahoma Workforce Investment Board. (COWIB) Seconded by Mr. Rush the vote was: AYE- Thompson, Rush, Dennis.

**INTERLOCAL AGREEMENT-** Mrs. Dennis made a motion to approve a resolution to pay up to \$150,000.00 for holiday events to be reimbursed from Use Tax after the City of Shawnee has expended its \$150,000.00 for holiday events. Seconded by Mrs. Thompson the vote was: AYE- Rush, Thompson, Dennis.

**RIGHT-OF-WAY AGREEMENT-** Mr. Rush made a motion to approve the right-of-way affidavit and form ER-02 for ODOT reimbursement of flood damage at Squirrel Creek/Hardesty Road in District 2. Seconded by Mrs. Dennis the vote was: AYE- Rush, Thompson, Dennis.

**RESOLUTION-** A motion was made by Mr. Rush to approve the ODOT programming resolution for JP #3849604 for resurfacing Old SH-18 at US-177 extending NW  $\frac{3}{4}$  miles to Brooksville Road then extending 1.2 miles west to Dancing Streams Road approximately 5 miles south of Tecumseh project in District 2. Seconded by Mrs. Dennis the vote was: AYE- Rush, Thompson, Dennis.

**ACTION REPORT AND CHANGE/STATUS-** A motion was made by Mrs. Thompson to approve ODOT county action report and change/status resolution of Prospect Rd, District 3. The road is a private road maintained by property owners and is not maintained by the county. Seconded by Mrs. Dennis the vote was: AYE- Thompson, Dennis. Rush abstained.

**SIX-MONTH MATERIAL BID-** Mrs. Dennis made a motion to accept the 30 bids received for six-month materials bid, Bid #25-26-2 except for the following: Pontotoc Sand- affidavit not signed; Cumming Construction- notary seals missing; North Texas (NTNSM)- affidavit not signed. Dub Ross bid was received but damaged by the postal service and will require new pages being sent to us. Seconded by Mrs. Thompson the vote was: AYE- Rush, Thompson, Denni.

**SIX-MONTH HAULING AND MISC SERVICES BID-** A motion was made by Mrs. Dennis to accept 13 bids received for six-month hauling and mis services bid except K & B Trucking which was received late. Seconded by Mr. Rush the vote was: AYE- Rush, Thompson, Dennis.

**PURCHASE ORDERS/CLAIMS-** Mrs. Dennis made a motion to approve the following Purchase Orders/Claims: 19, City Of McLoud, 79224.50, ARPA Project; 38, 91, Stolz Telecom, 1944.38, Labor/Supplies; 75, King S, 607.30, TRAVE;L 76, MCDANIEL, S, 605.10, TRAVEL; 77, 123, 124, 91, OG&E, 12148.29, electric; 78, 1470, 104, 125, 126, 92, 93, ONG, 6104.56, gas; 79, Perkins, K, 553.23, Travel Claim; 80, Smith, C, 570.73, TRAVEL; 81, 82, Stone, F, 300.00, Cleaning Office; 1453, 1454, Alcom Security Systems, 109.90, Fire Alarm Monitoring Service; 1455, 1456, 1017, Amazon Capital Services, 3460.29, SUPPLIES; 1457, Arrowhead Trading Company, 107.50, PATCHES; 1458, 1459, 101, 352, 353, Central Disposal, 4291.00, TRASH; 1460, 1461, 1018, 172, Cintas Corporation, 1981.33, Rugs/Supplies; 1462, 117, 87, CITY OF SHAWNEE, 1995.39, Utilities; 1463, COAST, 675.52, FUEL; 1464, Countywide News, 1146.15, Legal Ads; 1465, Department Of Public Safety, 80.00, Service; 1466, 1467, DISTRICT ATTORNEYS COUNCIL, 12715.69, SALARY; 1468, 1469, 102, 16, 173, EUREKA, 317.05, WATER; 1471, POSTMASTER, 382.00, ANNUAL PO BOX RENTAL; 1472, PRESORT FIRST CLASS, 1000.00, POSTAGE; 1473, 1474, 1475, 1028, QUILL, 3243.91, SUPPLIES; 1476, 1477, 1029, 1030, 365, RODS PEST CONTROL, 780.00, Pest control; 1478, 1479, Shred-Away, 273.73, Shredding; 1480, US Postal Service, 382.00, PO Box Service Fee; 1481, 1482, Vyve Broadband, 13343.92, PHONE/INTERNET; 1483, Watson & Sons, 1352.00, Carpet Cleaning; 103, Oklahoma State Department Of Health, 59430.07, SALARIES; 105, 89, 90, 169, PCRW Dist. 3, 387.30, WATER & SEWER; 106, Quadient Leasing USA, 108.59, POSTAGE; 107, Special Cleaning Services, 2500.00, CLEANING; 108, Staples Contract & Commercial, 454.46, SUPPLIES; 109, VIP Voice Services, 784.87, Rent; 1020, Cox, A, 250.00, Safety Award; 1021, DEMCO PRINTING, 69.85, SUPPLIES; 1022, 1023, 166, GFL Environmental/WCA Of Oklahoma, 606.33, trash pickup; 1024, G.W. VAN KEPPEL COMPANY, 299.09, Parts; 1025, New Ideas Screenprinting, 280.00, T-SHIRTS; 1026, 1027, Plank Auto Supply, 835.78, Parts And Supplies; 1031, Unifirst Corporation, 825.54, UNIFORM CHARGES; 348, 349, Ada Aggregates, 21703.53, CRUSHER RUN/ROCK; 350, Atwoods Distribution, 670.47, Tools/Supplies; 351, Centerline Supply, 1132.50, SUPPLIES; 354, DUB ROSS COMPANY, 1170.00, PIPE; 355, Fastenal Company, 169.77, NUTS & BOLTS; 356, 357, HASKELL LEMON, 12469.68, PATCH ASPHALT; 358, 359, 360, HOOTEN OIL, 14493.58, Fuel Additive/Fuel; 361, H.O.W Rubber, 202.56, PIPE; 362, MAXX DUMP BODIES, 4240.00,

TRAILER; 363, MHC Kenworth, 671.76, PARTS, LABOR & SERVICES; 364, O'REILLY'S AUTO PARTS, 695.50, Parts; 366, WYCHE QUARRY, 8000.00, SHALE; 15, 120, DONS COPIERS, 5976.66, Copier Service; 17, Shred-It USA, LLC/Stericycle, 157.73, Shredding; 87, Casco Industries, 12859.00, COAT/PANTS; 88, Circle B, 348.67, FUEL; 92, Windstream, 236.18, Utilities; 118, 88, CITY OF TECUMSEH, 29581.45, Utilities; 119, Dobson Telephone Company, 2749.15, PHONE; 121, Hampel Oil Distributors, 4548.76, Gas/Fuel; 122, McLoud Water Department, 4976.95, WATER; 127, UMB Bank, 38160.04, lease payment; 174, First Choice Services, 107.64, COFFEE AND SUPPLIES; 175, OTA-Plate Pay, 122.24, Toll Fees; 176, Shawnee Pittstop, 780.39, OIL & LUBE; 89, Comdata, 192.14, FUEL; 90, KPWA, 109.50, WATER & SEWER; 157, AT&T, 244.40, PHONE/INTERNET; 158, Auto-chlor Services, 259.95, RENTAL; 159, Braums, 196.89, supplies/groceries; 160, 161, 162, 163, 164, 165, Firelake Foods, 3182.75, supplies/groceries; 167, Guderian Foods, 373.35, supplies/groceries; 168, McEntire, J, 126.00, Class; 170, Story, J, 168.00, Service; 78, Eagle View/Pictometry, 41346.66, Service. Seconded by Mr. Rush the vote was: AYE- Rush, Thompson, Dennis.

**EXECUTIVE SESSION**- At 10:02 a.m., Mrs. Dennis made a motion to enter into Executive Session pursuant to 25 O.S. § 307 (B)(1) for discussing the employment of James Bishop and Kellie Clay, Executive Session pursuant to 25 O.S. § 307 (B)(3) for confidential communications between the Board and its attorney concerning Board's consideration to purchase real property at 19245 Industrial Drive, Tecumseh, Oklahoma and 19123 Industrial Park Drive, Tecumseh, Oklahoma and property on Industrial Park Drive, and Executive Session 25 O.S. 307 (C)(11) for confidential communications between Board and its attorney to confer on matters pertaining to economic development. Seconded by Mrs. Thompson the vote was: AYE- Rush, Thompson, Dennis.

At 12:16 p.m., Mrs. Dennis made a motion to exit Executive Session and re-enter Open Session. Seconded by Mr. Rush the vote was: AYE- Thompson, Rush, Dennis.

A motion was made by Mrs. Dennis and seconded by Mrs. Thompson to approve the transfer of Kellie Clay to the position of executive director effective 12-10-2025 and James Bishop's pay will increase to \$52,000.00 effective 1-1-2026. The motion carried with the following vote: AYE- Rush, Thompson, Dennis.

A motion was made by Mrs. Dennis to approve the purchase contracts and lease with Mark Yearwood and authorize Commissioner Rush to sign any and all documents to finalize the purchase of the properties. Further, to hire Guy Engineering Services for a conceptual master plan and topographic survey for said properties for \$87,540.00. Seconded by Mr. Rush the vote was: AYE- Rush, Thompson, Dennis.

No action was taken regarding 25 O.S. § 307 (C)(11) for confidential communications between Board and its attorney to confer on matters pertaining to economic development.

**ADJOURN**- There being no further business Mrs. Thompson made a motion to adjourn. Seconded by Mrs. Dennis the vote was: AYE- Rush, Thompson, Dennis. The meeting adjourned at 12:22 p.m.

POTTAWATOMIE COUNTY COMMISSIONERS  
POTTAWATOMIE COUNTY, OKLAHOMA

ATTEST:

By: Melissa Dennis, Chairman

Raeshel Flewallen, County Clerk