

The Pottawatomie County Board of County Commissioners met in a regular meeting on Monday, October 5, 2020 at 10:00 a.m. The following members were present: Melissa Dennis, Chairman, Eddie Stackhouse and Randy Thomas, Members, Alana Coon, 1st Deputy County Clerk.

GUESTS- Terry Grissom, Asher Schools, was welcomed to today's meeting.

PUBLIC SAFETY CENTER- The current number of inmates is 354. There are 292 males and 62 females. There were 72 booked-in and 65 released. Four inmates were placed on safety observations.

ENVIRONMENTAL DEPUTY- There were four dump sites being cleaned up. One case was sent for a misdemeanor warrant.

BID- Mr. Stackhouse made a motion to accept the two bids as follows for converting supplied cab & chassis to wildland firefighting apparatus for Shawnee Fire Department: Chief Fire and Safety- \$67,567.00; Weiss Fire Safety- \$85,000. Seconded by Mr. Thomas the vote was: AYE- Thomas, Stackhouse, Dennis. No action was taken on awarding of bid.

A motion was made by Mr. Stackhouse and seconded by Mr. Thomas to approve Asher Public Schools to go out on bid for a used school bus. The motion carried with the following vote: AYE- Stackhouse, Thomas, Dennis.

MINUTES- Mr. Stackhouse made a motion to approve the minutes of September 14, 2020. Seconded by Mr. Thomas the vote was: AYE- Thomas, Stackhouse, Dennis.

A motion was made by Mr. Stackhouse to approve the emergency meeting minutes of September 15, 2020. Seconded by Mr. Thomas the vote was: AYE- Stackhouse, Thomas, Dennis.

Mr. Thomas made a motion to approve the minutes of September 28, 2020. Seconded by Mr. Stackhouse the vote was: AYE- Thomas, Stackhouse, Dennis.

PAYROLL- A motion was made by Mr. Thomas to approve payroll for September 16 thru September 30, 2020. Seconded by Mr. Stackhouse the vote was: AYE- Thomas, Stackhouse, Dennis.

TRANSFERS OF APPROPRIATIONS- There were no transfers submitted for approval.

BLANKET PURCHASE ORDERS- A motion was made by Mr. Thomas and seconded by Mr. Stackhouse to approve the Blanket Purchase Orders. The motion carried with the following vote: AYE- Stackhouse, Thomas, Dennis.

AMENDED BUDGET- No action was taken regarding the amended general government estimate of needs.

BUDGET- No action was taken regarding approving 2020-2021 Pott County budget.

CONTRACT- Mr. Stackhouse made a motion to approve a contract with Vyve Boardband for telephone and internet service at the courthouse, Acme Road building, and old Midfirst Building for \$3,517.05 per month. Seconded by Mr. Thomas the vote was: AYE- Thomas, Stackhouse, Dennis.

IT JOB DESCRIPTION- Mr. Thomas made a motion to approve a job description for an IT manager. Seconded by Mr. Stackhouse the vote was: AYE- Thomas, Stackhouse, Dennis.

HUMAN RESOURCE JOB DESCRIPTION- A motion was made by Mr. Stackhouse to approve a job description for a Human Resource Administrator. Seconded by Mr. Thomas the vote was: AYE- Thomas, Stackhouse, Dennis.

SAFETY COMMITTEE- A motion was made by Mr. Thomas to approve a policy establishing a safety committee representing courthouse/Acme Road (9 members) and a second safety committee representing employees from the commissioners' districts (5 members). The motion carried with the following vote: AYE- Thomas, Stackhouse, Dennis.

COUNTY WIDE CLEAN-UP- Mr. Thomas made a motion to set a date of Oct 23-24 from 8:00 a.m. to 4 p.m.(tentatively) and a second date of Oct 30-31 (if 1st date wasn't available) contingent on Shawnee Dumpsters availability to have dumpsters for a county wide clean-up. Seconded by Mr. Stackhouse the vote was: AYE- Thomas, Stackhouse, Dennis.

UTILITY PERMIT- A motion was made by Mr. Stackhouse to approve a utility permit for Enable Oklahoma Intrastate Transmission, LLC in the NE/4 of Section 10-T6N-R4E crossing 3450 Road. Seconded by Mr. Thomas the vote was: AYE- Thomas, Stackhouse, Dennis.

OMMAA CERTIFICATES- Mr. Thomas made a motion to approve the OMMA Certificates of Compliance for J\$M Farms and The Dogon, LLC. Seconded by Mr. Stackhouse the vote was: AYE- Stackhouse, Thomas, Dennis.

RECEIVING OFFICER- Mr. Stackhouse made a motion to approve Mike Bussey replacing Shawn Carter as receiving officer for District 1. Seconded by Mr. Thomas the vote was: AYE- Thomas, Stackhouse, Dennis.

PURCHASE ORDERS/CLAIMS- Mr. Stackhouse made a motion to approve the following Purchase Orders/Claims: 2965, DELL MARKETING, 258.08, Key Board and Monitor; 487, 72, Firelake, 376.30, Groceries; 184, Rand Elliott Architects, 16200.00, Agreement; 185, JIVIDEN & CO., 3400.00, Service; 67, SOS, 117.00, COPIER LEASE PAYMENT; 68, 42, 39, AT&T, 704.27, Phone; 69, REDWOOD TOXICOLOGY LAB, 169.05, DRUG TESTING; 71, 72, OCS, 6436.83, REIMBURSEMENT/ADMIN FEE; 34, 42, 45, 38, ONG, 757.04, gas; 35, SHAWNEE OFFICE SYSTEMS, 101.52, Copies; 36, Stone, F, 75.00, Office Cleaning; 37, White, C, 100.00, LAWN MAINTENANCE; 38, Miller, K, 142.60, Travel Expense; 39, Smith, C, 130.18, Travel Expense; 40, MCDANIEL, S, 47.15, Travel Expense; 704, Magnus, W, 500.00, Travel Allowance; 705, 43, JUST-RITE CLEANING, 6360.00, Cleaning; 706, 37, CITY OF SHAWNEE, 709.07, WATER & SEWER; 707, Flewallen, R, 500.00, TRAVEL; 708, MacArthur Storage, 185.00, Storage Fee; 709, Booth, M, 700.00, TRAVEL; 710, Ueltzen, V, 500.00, Travel Allowance; 711, ROD'S PEST CONTROL, 175.00, Pest control; 712, 714, 70, Vyve Broadband, 417.27, INTERNET; 713, 12, 13, QUILL, 454.01, SUPPLIES; 715, Don's Mobil Lock Shop, 671.69, Service; 716, AF3 Technical Solutions, 4672.50, COMPUTER SOFTWARE; 717, Pottawatomie County E-911, 611.52, WEBSITE HOSTING; 718, KING, T, 600.00, Travel Allowance; 719, Pottawatomie County Election Board, 638.75, Election Board Expenses; 720, 721, State Auditor & Inspector, 1837.50, Audit Expenses; 722, PRESORT FIRST CLASS, 1500.00, POSTAGE; 723, SoAud IoT, 450.00, Service; 41, ARMSTRONG PEST CONTROL, 120.00, SPRAY FOR BUGS; 635, VERIZON WIRELESS, 170.80, Estimate; 636, Alert 360, 60.95, ALARM; 637, Carls Sanitation, 106.82, TRASH; 638, Waste Disposal Services, 115.00, TRASH; 639, South Central Industries, 49.56, SUPPLIES; 640, DENNIS, M, 700.00, Travel Allowance; 641, Stackhouse, E, 700.00, Travel Allowance; 642, COPES EQUIPMENT REPAIR, 250.00, Service; 643, Hampel Oil Distributors, 374.50, DEF Fluid; 133, HBC Whites Ace Shawnee, 60.68, BLANKET; 134, 137, 138, HASKELL LEMON, 73535.80, ASPHALT; 135, P & K Equipment, 316.06, PARTS, LABOR & SERVICES; 136, Martin Marietta Materials, 6821.78, BLANKET; 139, Country Auto Service, 565.64, PARTS, LABOR & SERVICES; 140, LEDBETTER TRUCKING, 20600.93, Hauling; 7, Southern Folger Detention Equipment, 312.92, SUPPLIES; 38, 39, Wex Bank, 288.25, FUEL; 40, 73, Windstream, 351.35, PHONE; 43, 44, 46, 52, 35, 70, OG&E, 29842.72, ELECTRIC; 47, MP Vaughn Construction, 6080.00, Service; 48, Lacy Electric, 19000.00, LABOR AND MATERIALS; 49, GoMax, 6526.50, Service; 50, Wiljo Interiors, 2557.88, Service; 51, Goldsby Construction, 27590.87, CONSTRUCTION MANAGEMENT; 83, Cooper Auto Group, 169.48, INSPECTION; 36, Bortner, J, 28.98, MILEAGE; 40, Pottawatomie County Commissioners, 1575.00, Loan Payment; 71, OKLAHOMA ELECTRIC COOPERATIVE, 238.00, ELECTRIC; 74, ProGuard Service And Solutions, 100.58, RENTAL; 75, Potelco Lockbox, 61.71, PHONE. Seconded by Mr. Thomas the vote was: AYE- Thomas, Stackhouse, Dennis.

PUBLIC COMMENTS- Mr. Stackhouse stated the courthouse would be closed on Monday, October 12, to observe Columbus Day.

Mrs. Dennis stated the Citizen Potawatomi Nation asked to put up domestic violence poster at the courthouse.

ADJOURN- There being no further business Mr. Stackhouse made a motion to adjourn. Seconded by Mr. Thomas the vote was: AYE- Thomas, Stackhouse, Dennis. The meeting adjourned at 10:40 a.m.

POTTAWATOMIE COUNTY COMMISSIONERS
POTTAWATOMIE COUNTY, OKLAHOMA

ATTEST:

By: Melissa Dennis, Chairman

Raeshel Flewallen, County Clerk