

February 24, 2025

The Board of Pontotoc County Commissioners met for a regular meeting in which the time, place, and agenda were duly posted on February 13, 2025 at 301 S. Broadway, Ada, Oklahoma.

Roll call: Gary Starns-District #1 Commissioner, Danny Davis-District #2 Commissioner, Victor Bolen-District #3 Commissioner, and Tammy Brown-County Clerk.

Motion by Bolen, second by Starns, to call the meeting to order. All aye.

Introduction of guests: Tony Sexton, JR Grissom, James Hawkins, James Fowler, Chad Letellier, Paula Hall, Anna Marie Cosby, Renae Furimsky, Arnold Scott, Shannon Butler, Krystina Phillips, James Farris, Lacey Flanary, Layne Cranford, Keressa Kerr, Jason Keck, Tiffany Cathey, and Luke Ennis.

Discussion, consideration, and possible action to approve or approve as amended consent items as follows:

All matters listed under "Consent" are considered by the Board of County Commissioners (BOCC) to be routine and will be enacted by one motion. Any BOCC Member may, however, remove an item from the Consent Agenda by request.

- a. BOCC's minutes:
 - i. February 18, 2025, regular meeting
- b. February 2025 payroll
- c. Special Apportionment:
 - i. *Property Damage for (5) Agri-Plex Projects (Account #0001-1-2000-2999 General/Contingencies) - \$2,876,458.58 (ACCO Check #039744)*
- d. Claim(s): The County Clerk's Office has supporting documents available for review, which will be listed in the corresponding minutes. None.
- e. Transfer(s): The County Clerk's Office has supporting documents available for review, which will be listed in the corresponding minutes:
1321-2-8216-2005 to 1321-2-8216-4110 \$10,476.76
- f. Blanket purchase order(s): The County Clerk's Office has supporting documents available for review, which will be listed in the corresponding minutes:
 - General 4213-4217, 4260-4261*
 - Highway 4218-4222, 4248*
 - SH SVC Fee 4223-4247*
 - Highway ST 4249-4253*
 - SCT 4254-4259*
- g. Purchase orders for payment: The County Clerk's Office has supporting documents available for review, which will be listed in the corresponding minutes:
*911-ST-NEW 1327-2-8036-1110 003557 000008 ADA, CITY OF REMITTANCE \$ 38,500.00
Total: \$ 38,500.00 Fair Board 1214-4-4700-2005 002261 000156 LOCKE SUPPLY PARTS \$
145.04 002485 000157 MEAD LUMBER DO-IT CENTER SUPPLIES \$ 53.95 004168 000158
OKLAHOMA DEPT OF LABOR INSPECTION \$ 150.00 003469 000159 O REILLY
AUTOMOTIVE, INC. PARTS \$ 8.99 Total: \$ 357.98 General 0001-1-0600-1310 003258
001238 EMBASSY SUITES TRAVEL \$ 424.00 Total: \$ 424.00 0001-1-1000-1310 001851
001239 COUNTY TRAINING PROGRAM REGISTRATION \$ 40.00 002715 001240 COUNTY
TRAINING PROGRAM REGISTRATION \$ 65.00 Total: \$ 105.00 0001-1-1000-2005 003667
001241 J P COOKE CO SUPPLIES \$ 65.49 004086 001242 SPARKLIGHT MONTHLY \$ 168.43*

Total: \$ 233.92 0001-1-2000-2005 003883 001244 KELLPRO INC REMITTANCE \$ 603.22
004078 001245 SPARKLIGHT INTERNET \$ 80.74 Total: \$ 683.96 PO Warrant No. Vendor
Name Purpose Amount General 0001-1-2000-2999 004091 001247 Next Level Roofing
LLC REPAIR \$ 231,371.76 004093 001248 Next Level Roofing LLC REPAIR \$ 127,647.38
004094 001249 Next Level Roofing LLC REPAIR \$ 119,142.93 Total: \$ 478,162.07 0001-2-
0400-2005 004075 001243 SPARKLIGHT INTERNET \$ 153.48 Total: \$ 153.48 0001-5-
0900-2005 004099 001246 PITNEY BOWES INC LEASE \$ 248.97 Total: \$ 248.97 Health
1216-3-5000-1110 001932 000176 OK STATE DEPT OF HEALTH REMITTANCE \$ 20,857.26
Total: \$ 20,857.26 1216-3-5000-1310 003907 000177 WICHITA MOUNTAINS
PREVENTION N REGISTRATION \$ 250.00 Total: \$ 250.00 1216-3-5000-2005 001926
000178 MERCY OF ADA REMITTANCE \$ 300.00 003384 000179 QUILL LLC SUPPLIES \$
248.37 004166 000180 SPARKLIGHT MONTHLY \$ 142.56 004165 000181 SUMMIT
UTILITIES UTILITIES \$ 678.73 Total: \$ 1,369.66 1216-3-5000-4110 002128 000182 VOX
INDUSTRIES, LLC, VOX AUDIO VIS REMITTANCE \$ 29,875.00 Total: \$ 29,875.00 Highway
1102-6-4100-2005 004183 001113 U S CELLULAR PHONE \$ 183.71 Total: \$ 183.71 PO
Warrant No. Vendor Name Purpose Amount Highway 1102-6-4200-1310 003974 001114
A C C O REGISTRATION \$ 95.00 Total: \$ 95.00 1102-6-4200-2005 003455 001115
BUMPER TO BUMPER PARTS \$ 352.84 004057 001117 KENNY S PROPANE PROPANE \$
473.26 Total: \$ 826.10 1102-6-4300-1310 003190 001118 EMBASSY SUITES lodging \$
318.00 Total: \$ 318.00 1102-6-4300-2005 004081 001119 GREAT PLAINS PARTS \$ 69.74
004085 001120 HALL S AUTO PARTS \$ 386.94 004083 001123 SUMMIT UTILITIES
REMITTANCE \$ 357.85 003926 001124 VAN KEPPEL REMITTANCE \$ 517.08 Total: \$
1,331.61 1102-6-6520-2005 003972 001116 HOOTEN OIL CO. FUEL \$ 3,010.69 Total: \$
3,010.69 1102-6-6530-2005 004048 001121 HOOTEN OIL CO. FUEL \$ 3,827.24 004049
001122 HOOTEN OIL CO. FUEL \$ 1,291.20 Total: \$ 5,118.44 HIGHWAY-ST 1313-6-8041-
2005 003898 000423 ADA AGGREGATES LLC MATERIAL \$ 10,928.22 003906 000424 ADA
AGGREGATES LLC road materials \$ 5,872.59 004051 000425 APEX EQUIPMENT INC.
REPAIR \$ 300.00 003940 000426 BOMGAARS SUPPLY INC SUPPLIES \$ 88.60 004080
000427 HISLE BROS. INC. PARTS \$ 92.25 003392 000428 HOLT FLOORING LLC SUPPLIES \$
1,258.40 004077 000429 HOOTEN OIL CO. FUEL \$ 1,742.78 003694 000430 J B LUMBER
SUPPLIES \$ 91.51 003953 000431 LOGAN COUNTY ASPHALT ROAD MATERIAL \$ 7,947.00
PO Warrant No. Vendor Name Purpose Amount HIGHWAY-ST 1313-6-8041-2005 004018
000432 NAPA OF ADA PARTS \$ 349.12 004092 000433 PONTOTOC SAND & STONE ROAD
MATERIAL \$ 330.00 004079 000434 RHYNES SURPLUS PARTS \$ 29.98 004089 000435
RHYNES SURPLUS PARTS \$ 44.97 003905 000436 WARREN CAT PARTS \$ 474.08 004098
000437 T & W TIRE LLC TIRES \$ 175.45 Total: \$ 29,724.95 1313-6-8043-2005 003979
000438 CIRCUIT ENGINEERING DIST #4 SUPPLIES \$ 583.40 003609 000439 P & K
EQUIPMENT INC. PARTS \$ 8,229.19 Total: \$ 8,812.59 JAIL-ST-NEW 1334-2-8034-2005
004164 000167 O G & E UTILITY \$ 2,513.69 Total: \$ 2,513.69 Lodging-ST 1302-8-3100-
2005 003496 000128 ADA PAPER COMPANY SUPPLIES \$ 1,074.12 Total: \$ 1,074.12 ML
Fee 1208-1-1000-1310 001006 000024 COUNTY TRAINING PROGRAM REGISTRATION \$
80.00 001192 000025 COUNTY TRAINING PROGRAM REGISTRATION \$ 40.00 Total: \$
120.00 OPIOID ABATEMENT SETTLEMENT 1251-3-6707-2401 004170 000002 PONTOTOC
CO DRUG COURT REMITTANCE \$ 500.00 Total: \$ 500.00 PO Warrant No. Vendor Name
Purpose Amount OPIOID ABATEMENT SETTLEMENT 1251-3-6707-2402 004169 000003
ADA HOMELESS SERVICES INC REMITTANCE \$ 984.92 Total: \$ 984.92 Rural Fire-ST 1321-
2-8207-2005 003562 000257 SUMMIT UTILITIES UTILITIES \$ 296.14 Total: \$ 296.14
1321-2-8209-2005 003568 000258 O G & E UTILITIES \$ 177.52 Total: \$ 177.52 1321-2-
8210-2005 000665 000259 HALL S AUTO PARTS \$ 114.94 Total: \$ 114.94 1321-2-8211-
2005 000415 000260 ADA TRAVEL STOP CTS 555 FUEL \$ 107.00 000419 000261 BUMPER
TO BUMPER PARTS \$ 208.65 Total: \$ 315.65 1321-3-8202-2005 004125 000256 AUTO
CHLOR SERVICES LLC SERVICE \$ 229.95 Total: \$ 229.95 SH Svc Fee 1226-2-0400-2005
003703 000364 KREATION BY KAREN LLC SUPPLIES \$ 15.00 Total: \$ 15.00 1226-2-1100-

2005 003124 000360 AMAZON CAPITAL SERVICES INC REMITTANCE \$ 494.14 003360
000361 CITY TELECOIN LLC REMITTANCE \$ 9,686.45 001557 000362 DIAMOND
PLUMBING LLC REPAIR \$ 2,787.36 003117 000363 HOME DEPOT USA INC \$ 619.54
004074 000365 SPARKLIGHT INTERNET \$ 368.19 003120 000366 TERRY S PEST CONTROL
SERVICE \$ 150.00 PO Warrant No. Vendor Name Purpose Amount Total: \$ 14,105.68
Grand Total: \$ 641,090.00

Motion by Starns, second by Bolen, to approve consent agenda items (a-g). All aye.

Discussion, consideration, and possible action with American Fidelity regarding Open Enrollment options:

Luke Ennis, American Fidelity Executive Account Manager, stated they would like to continue their involvement with the County open enrollment and to be our Section 125 provider. He wants to ensure our county employees continue to be well-educated about our supplemental benefits with American Fidelity. Their effort to work hard and use their communication skills have improved open enrollment for the county tremendously.

Discussion, consideration, and possible action to approve or approve as amended *Resolution #25-84*, required road specifications to construct a County-maintained road (update to *Resolutions #04-61 & #24-04*):

Davis feels the road should be fixed early so the houses in the subdivision will sell better. He said as long as the road specifications are met, the Commissioner should be able to accept the road or deny maintaining it.

Krystina Phillips, Assistant District Attorney, stated her concern is just making sure we do not use county resources to maintain the road before the developer is finished or the County accepts the road. There should be an agreement in place. Motion by Davis, second by Starns, to table. All aye.

Discussion, consideration, and possible action to approve or approve as amended *Resolution #25-96*, Sheriff declaring surplus of items:

- a. 2012 Chevrolet Tahoe – Inventory #62-B-347-10
- b. 2002 Ford bus – Inventory #62-B-347-12
- c. 2008 Dodge Charger car – Inventory #62-B-331-26

Starns asked what they were going to do with the surplus vehicles. Sheriff Arnold Scott stated they would sell them. Starns explained to be sold they would need to be sold by sealed bid or auction. He also said the BOCC has good luck with Purple Wave. Motion by Starns, second by Davis, to approve. All aye.

Motion by Bolen, second by Davis, to approve *Resolution #25-97*, District #3 declaring surplus of items (to be put in March 2025 Elk City Auction):

- a. 2007 Caterpillar road grader – Inventory #62-3-307-21
- b. 1999 Lincoln welder – Inventory #62-3-403-01

All aye.

Motion by Davis, second by Bolen, to approve *Resolution #25-98*, District #2 declaring surplus of an item (to be put in March 2025 Elk City Auction):

- a. 2007 Caterpillar road grader – Inventory #62-2-307-22

All aye.

Discussion, consideration, and possible action to approve or approve as amended to open, accept/deny, and possibly award *Bid #25-15*, the purchase and installation of an outdoor electronic sign for the Agri-Plex:

There were not any bids received. No action.

Motion by Davis, second by Starns, to approve Vanoss VFD's Fire Tax Purchase Request:

- a. Chickasaw Personal Communications – (10) radios, (10) radio batteries, (10) radio antennas, (10) speaker mics, and a charging station - \$10,476.76

All aye.

Motion by Davis, second by Starns, to approve or approve as amended the Agri-Plex's Hotel-Motel Tax Purchase Request:

- a. Lift Brothers – 46' boom lift - \$24,999.00

All aye.

Motion by Starns, second by Davis, to approve or approve as amended Emergency MGMT's Fire Tax Purchase Request:

- a. Seth Wadley Ford – service and repairs to Ford F-250 Emergency MGMT vehicle - \$15,549.50

All aye.

Quarterly Meeting for Pontotoc County personnel - Discussion, consideration, and possible action to approve or approve as amended the following items:

- a. Purchasing
 - i. Blankets: Blanket lists need the correct vendor information with specifications for the ones we have multiples of. This will ensure that we have the correct vendor and address when we print the warrant so you can pay your vendor. Brown added this is very important to specify the correct vendor with the address on your blanket list. This information will make sure the warrant is made out to the correct vendor for the correct payment.
 - ii. Outstanding Purchase Orders: Please check on these periodically. This will help eliminate the possibility of having a long list as we approach the end of the fiscal year. This should help get your vendors paid or if the purchase order was not needed, you can void it and make those funds available to use. Brown added how important it is this needs to be done often so it is much easier toward the end of the fiscal year. This also frees up funds if needed when a purchase order can be voided and doesn't need to be used.
 - iii. Correct Funds & Account Numbers: When requests for purchase orders are submitted, be sure you have the fund and account number correct in regards to what you are purchasing. The last four numbers which are the expense code are usually the most common error. Brown stated it is important to know when to use m&o or c/o accounts when purchasing items. If the items are going on inventory it is best to use a c/o account.
- b. County Personnel
 - i. Children in the workplace: Chad Letellier, Emergency MGMT Director, stated children in the workplace are a safety issue and felt it needed to be addressed.
 - ii. Courthouse Complex closings due to inclement weather: Starns stated when the courthouse is closed due to inclement weather

employees are sent home for safety and should not be out shopping etc

- iii. Courthouse Complex lunch hour: Starns addressed the Court Clerk's Office about closing for the lunch hour. A customer was told when she called that she would have to call back at 1:00 cause they were having their lunch hour. Starns said that we do not have a lunch hour and that is why we work 8-4 straight through. Davis said there needs to be someone available to wait on the customers.

No action.

Discussion regarding "new business" that was not known about or which could not have been reasonably foreseen prior to the time of posting the agenda in accordance with Title 25 O.S. § 311(A)(9):

Letellier requested we investigate having direct deposit for payroll. We will get the information on this to provide to the BOCC.

Bolen reminded the other Commissioners about the sign at the Harry Brecheen ballpark.

Phillips would like the agreement regarding the upcoming sales tax services to be placed on the March 3rd BOCC agenda.

James Hawkins is a preacher and would like to be able to go to the jail and teach inmates about Christ. Tony Sexton also stated he would like to see the BOCC meeting opened with prayer.

Letellier said fire danger is increasing this week.

Motion by Starns, second by Bolen, to adjourn. All aye.