

April 10, 2023

The regular meeting of the Board of Texas County Commissioners was called to order by Ted Keeling, Chairman. Dolan Sledge, Levi Bickford, members and Wendy Johnson, County Clerk were present. Aimee Midkiff, Treasurer, Tonde Christian, Emergency Manager, Grant Wadley, Guymon Fire Chief, Spencer Leader, Guymon EMS were also present.

The agenda was filed on April 6, 2023, at 10:00 a.m. in compliance with the Open Meeting Act.

Keeling verified we were in compliance with the Open Meeting Act with all board members present.

Motion by Bickford, second by Sledge to approve the following claims and purchase orders for payment.

GENERAL: 233761, 1613, **\$224.00**, Airpro Heating & Cooling, repairs; 233759, 1614, **\$125.62**, Amazon Capital Services Inc, supplies; 233383, 1615, **\$4810.00**, Apprentice Information System, workstation; 234071, 1616, **\$75.00**, Tonde Christian, phone stipend; 234125, 1640, **\$570.05**, City of Guymon, utilities; 233826, 1617, **\$588.97**, Emergency Medical Products Inc, supplies; 234093, 1618, **\$2600.00**, Landmark GSI, pmt; 233400, 1619, **\$144.00**, Master Cleaners & Laundry/ Holland Oreck, services; 233408, 1620, **\$150.00**, Mathis Oil Co Inc, supplies; 233215, 1621, **\$92.47**, Mathis Oil Co Inc, fuel & maintenance; 233587, 1622, **\$167.68**, Mayfield Paper Company, supplies; 232359, 1623, **\$233.48**, Mayfield Paper Company, office supplies; 232358, 1624, **\$129.10**, Mayfield Paper Company, office supplies; 233752, 1625, **\$121.35**, Midwest Printing Company, mylar reinforcements; 232260, 1626, **\$675.00**, Mungias Heating & Air Cond Inc, heat & Air; 234021, 1627, **\$316.87**, OESC, unemployment; 233654, 1628, **\$260.00**, OSU/CTP, training; 232273, 1629, **\$433.96**, PTCI, maintenance; 233082, 1630, **\$270.00**, Randall & Reilly Holding Co LLC, subscription; 232765, 1631, **\$314.00**, Relex Inc DBA Lexis Nexis, monthly charges; 233767, 1632, **\$180.00**, Southern Office Supply Inc, transfer reports; 231146, 1633, **\$25.03**, Southern Office Supply Inc, office supplies; 230418, 1634, **\$11.32**, SPC Office Products, office supplies; 232581, 1635, **\$12,500.00**, Total Assessment Solutions, pmt; 233063, 1636, **\$72.00**, Water Barrel, water; 233412, 1637, **\$36.00**, Water Barrel, water; 2333438, 1638, **\$3660.00**, Watts Manufacturing LLC, fire helmets; 231133, 1639, **\$189.98**, Wirtz Lumber & Supply Inc, supplies.

DISTRICT #1: 233850, 1691, **\$251.33**, Aramark Uniform, uniforms; 233462, 1692, **\$90.00**, Circuit Engineering Dist #8, truck turning; 232650, 1693, **\$512.93**, City of Hooker, utilities; 233219, 1694, **\$28.19**, Fronk Oil Company Inc, supplies; 233863, 1695, **\$23.68**, Guymon Daily Herald, ad for highway marking for d1; 234067, 1696, **\$39.11**, Hooker Hardware & Auto LLC, fittings; 233592, 1697, **\$165.47**, Hooker Hardware & Auto LLC, parts & supplies; 233591, 1698, **\$1187.49**, Hooker Hardware & Auto LLC, parts & supplies; 233593, 1699, **\$247.80**, Kost Truck Supply Inc, supplies; 233594, 1700, **\$80.48**, Mayfield Paper Company, supplies; 233599,

1701, **\$62.00**, Prairiefire Coffee Roasters, supplies; 232647, 1702, **\$361.11**, PTCI, monthly phone; 233600, 1703, **\$84.00**, Seward County Waste Hauling MGT, roll off.

DISTRICT #2: 233577, 1707, **\$35.48**, City of Guymon, utilities; 233613, 1704, **\$35.00**, Advanced Water Solutions, water machine; 233608, 1705, **\$146.72**, B & B Sales Co, supplies; 233604, 1706, **\$374.90**, Catlett Auto Motive DBA NAPA, parts; 233978, 1708, **\$1717.84**, Direct Discount Tire of Stillwater LLC, Uniroyal tire; 233864, 1709, **\$23.68**, Guymon Daily Herald, ad for highway d2; 233610, 1710, **\$598.59**, Guymon Tire, tire repair; 233602, 1711, **\$1900.11**, L & J Auto Parts Inc, parts; 233229, 1712, **\$286.47**, O'Reilly Auto Parts, parts; 233236, 1713, **\$207.80**, Prairiefire Coffee Roasters, supplies; 234004, 1714, **\$350.00**, S & S Services, port restrooms; 233615, 1715, **\$3411.90**, Marvin Taylor, caliche; 233232, 1716, **\$42.11**, SPC Office Products, supplies; 233607, 1717, **\$362.34**, Warren Cat, parts & repairs; 233606, 1718, **\$10.85**, Western Equipment LLC, parts & repairs; 233609, 1719, **\$27.12**, Wirtz Lumber & Supply Inc, supplies.

DISTRICT #3: 233865, 1720, **\$23.68**, Guymon Daily Herald, ad for highway d3.

FREE FAIR: 234108, 40, **\$4258.50**, City of Guymon, utilities.

HEALTH MILL LEVY: 233258, 207, **\$1000.00**, Carmen Dominguez, custodian services; 234123, 208, **\$328.00**, PTCI, utilities; 234122, 209, **\$48.25**, PTCI, utilities.

LEPC: 233584, 12, **\$135.17**, SPC Office Products, supplies.

SHERIFF COMMISSARY: 233344, 39, **\$530.02**, Tiger Commissary Services, tiger commissary; 233346, 40, **\$501.75**, Tiger Commissary services, tiger commissary; 233848, 41, **\$500.33**, Tiger Commissary Services, tiger commissary.

SHERIFF SERVICE FEE: 233419, 213, **\$3085.00**, Apprentice Information Systems, workstation bundle; 234118, 220, **\$730.40**, AT & T Mobility, internet for tablets; 234114, 214, **\$65.14**, City of Guymon, utilities; 232962, 215, **\$19.00**, Goodwell Carwash, carwash ; 233831, 216, **\$475.00**, Northwest Technology Center School District #1, training; 234102, 217, **\$19.00**, Panhandle Printing LLC, commission cards; 234094, 218, **\$5053.00**, Prodigy Solutions Inc, pin debit phone; 233808, 219, **\$383.43**, PTCI, equipment lease.

HOSPITAL SALES TAX: 233881, 24, **\$3754.60**, Amazon Capital Services Inc, services.

JAIL SALES TAX: 234043, 695, **\$211.32**, Amazon Capital Services Inc, diaphragm kit, 234095, 696, **\$35.00**, Apollo MedFlight LLC, membership; 232958, 697, **\$395.00**, JJ's Plumbing, services; 233341, 698, **\$362.73**, JJ's Plumbing, services & repairs; 231953, 699, **\$185.70**, Prairiefire Coffee Roasters, supplies; 232952, 700, **\$131.05**, SPC Office Products, supplies.

Aye: Keeling, Sledge, Bickford. Nay: none.

Motion by Sledge, second by Bickford to approve blanket purchase orders for usage.

GENERAL: 234136, SPC Office Supply, \$200.00; 234137, SPC Office Supply, \$200.00; 234138, Southern Office Supply, \$200.00; 234139, Southern Office Supply, \$200.00.

DISTRICT #3: 234140, Seward County Waste Management, \$2,000.00; 234141, Baber Supply, \$3,000.00.

60% JAIL SALES TAX: 234135, JJ'S Plumbing, \$400.00.

Aye: Keeling, Sledge, Bickford. Nay: none.

Motion by Bickford, second by Sledge to approve the minutes of the previous meeting as written. Aye: Keeling, Sledge, Bickford. Nay: none.

Christian gave an update on the Emergency Management Program.

Motion by Sledge, second by Bickford to approve the Transfer of Appropriations; ARPA; \$409,990.00 from 1566-1-2000-2005 ARPA 2021 to 1566-3-3801-2005 ARPA EMS. Aye: Bickford, Sledge, Keeling. Nay: none.

Motion by Bickford, second by Sledge to approve the Transfer of Funds from 1566 ARPA to 0001 General in the amount of \$2,618.88 due to the BOCC Resolution, Interest earned on ARPA Funds are to be direct deposited into the County General Fund. Need to transfer these funds in the General Ledger only to correct deposit error. Aye: Bickford, Sledge, Keeling. Nay: none.

Motion by Sledge, second by Bickford to approve the following officer's reports and cash book summary for the month of March subject to audit: M. Renee Ellis, Court Clerk - \$421,494.15, Election - Board \$10,082.23, Health Department - \$21,312.61, Matt Boley, Sheriff - \$1,473.72, Activity Center - \$2,400.00, Judyth Campbell, Assessor - \$218.00, Wendy Johnson, County Clerk \$27, 612.95, Commissioners 911- \$3,614.12. Aye: Bickford, Sledge, Keeling. Aye: Bickford, Sledge, Keeling. Nay: none.

Ray Davis, Patient Care at MHTC joined the meeting.

Motion by Bickford, second by Sledge to approve the Sheriff's Report for Board of County Prisoners for the month of December consisting of 1,413-man day. Aye: Bickford, Sledge, Keeling. Nay: none.

Motion by Sledge, second by Bickford to approve the Court Clerk Records Management and Preservation Monthly Report for the month of March in the amount of \$22,164.36. Aye: Bickford, Sledge, Keeling. Nay: none.

Motion by Bickford, second by Sledge to approve **Resolution #160-22-23**.

RESOLUTION
#160-22-23

Texas County has determined there exists a need for an Employee Personnel Policy Handbook which uniformly applied to all employees of Texas County, and

WHEREAS, the elected officials of Texas County have determined that an Employee Personnel Policy Handbook will significantly improve communications between the County and its employees, and

WHEREAS, the elected officials of Texas County have determined that a written Employee Personnel Policy Handbook promotes fairness in employment and assists in the prevention of discrimination in employment of any nature.

WHEREAS, the County Commissioners have previously adopted and implemented a written Employee Policy Handbook; having now reviewed updates and modifications to the same with the elected officials of Texas County; having received the approval of a majority of the elected officials of Texas County of proposed updates and modifications; and being wholly satisfied that such updates and revisions are in furtherance of the objectives of said Handbook and in the best interest of Texas County and its employees;

NOW THEREFORE, BE IT RESOLVED that pursuant to Okla. Ann. Tit. 19, Section 339, Texas County, by a unanimous vote of the County Commissioners, hereby adopts the 2017 revised "Employee Personnel Policy Handbook of Texas County."

Dated this 10th day of April, 2023.

Board of County Commissioners of Texas County:

ss/Ted Keeling

ss/Dolan Sledge SEAL

ss/Levi Bickford

ATTEST: ss/Wendy Johnson

Aye: Bickford, Sledge, Keeling. Nay: none.

Discussion of ARPA Funds for Court Clerk Preservation was done and tabled for more information.

Motion by Bickford, second by Sledge to approve the purchase of the Invex Inventory on Demand System in the amount of \$4,500.00. Aye: Bickford, Sledge, Keeling. Nay: none.

Motion by Sledge, second by Bickford to approve paying for 20 EMT students to take classes from the ARPA Funds in the amount of \$17,089.40. Aye: Bickford, Sledge, Keeling. Nay: none.

Motion by Bickford, second by Sledge to approve **Resolution #159-22-23**.

RENEWAL OF TEXAS COUNTY BURN BAN

Whereas; The Texas County Board of Commissioners pursuant to the authority granted to the Board by Section 16-26. B of Title 2 of the Oklahoma Statutes, do hereby proclaim that extreme fire danger exists in Texas County. This situation (as defined in Section 16-26.B1.a-d, Title 2, O.S.) has been verified by a documented concurrence of the majority of the County's municipal and rural fire chiefs, or their designees.

Whereas; By virtue of this resolution, it is unlawful for any person to set fire to any forest, grass, range, crop, or other wildlands, or to build a campfire or bonfire, or to burn trash or other material that may cause a forest, grass, range, crop, or other wildland fire. All outdoor burning in progress at the time of the passage of this resolution are ordered to be fully extinguished immediately by the property owner or his/her designate. Controlled burns or other activities stated herein which have occurred prior to the passage of this resolution and are ongoing at the time of this resolution shall not be a defense for violation of this resolution.

Whereas; Any law enforcement officer of the State of Oklahoma may carry out the enforcement of this resolution. Any person convicted of violating this resolution shall be guilty of a misdemeanor and shall be subject to a fine of not more than Five Hundred Dollars (\$500.00), to imprisonment of not more than one (1) year, or to both such fine and imprisonment.

Whereas; Certain exceptions may be attached to this resolution by Texas County.

EXCEPTIONS: Exceptions may be authorized as checked below:

NO EXCEPTIONS ARE GRANTED TO THIS BURN BAN

FOR EQUIPMENT RELATED TO ROAD CONSTRUCTION PROJECTS

Equipment which uses propane or other controlled type burners is generally regarded as safe, however it will be required to have a water pumper on standby any time this equipment is used near a grassy right-of-way. Such requirement is the responsibility of the company or organization conducting the construction, and is not the responsibility of the fire department within the jurisdiction in which the construction activities are taking place.

WELDING/CUTTING TORCH/GRINDING ACTIVITIES

When, conducted over a non-combustible surface of at least 10 feet by 10 feet and
When welding blankets or screens are used to cover flammable vegetation, and;

- 1) Wind speeds are less than 20 m.p.h., and;
- 2) A fire watch, other than the welder, is posted at the welding/cutting torch site with pressurized water or a fire extinguisher.

CAMPERS AND OUTDOOR COOKING

Outdoor campfires or bonfires are prohibited. LPG and charcoal-fired cooking outside in a grilling receptacle are permitted, provided that the activity is conducted over a non-flammable surface and at least five feet from flammable vegetation.

NOW THEREFORE BE IT RESOLVED: That the Texas County Board of Commissioners made this COUNTY WIDE BURN BAN EFFECTIVE IMMEDIATELY for a period not to exceed fourteen (14) days from the date of passage by the Board of County Commissioners. If extreme fire danger conditions persist, subsequent resolutions may be passed. This Burn Ban may be removed at any time during the fourteen-day period by the same method by which it was approved and may be overridden at any time by a lawfully declared Burn Ban by the Governor of the State of Oklahoma.

Adopted this 10th day of April 2023 by the Board of County Commissioners of Texas County, replacing Resolution #144-22-23, for a period not to exceed 14 days from this date.

s/Ted Keeling
Chairman

SEAL

s/Dolan Sledge
Vice-Chairman

Attest: *s/Wendy Johnson*
County Clerk

s/Levi Bickford
Member

Aye: Bickford, Sledge, Keeling. Nay: none.

Ray Davis reported that they hired full time IT Director. He also requested assistance with their account's payable downfalls in the amount of \$244,000.00.

Motion by Bickford, second by Sledge to approve the financial assistance to the hospital for accounts payable downfall in the amount of \$244,000.00 to be paid out of the Hospital Sales Tax. Aye: Bickford, Sledge, Keeling. Nay: none.

Motion by Sledge, second by Bickford to table the request for ARPA Funds by the Hospital. Aye: Bickford, Sledge, Keeling. Nay: none.

Matt Boley, Sheriff joined the meeting.

Bid #12-22-23 for Shop Supplies for Districts 1, 2, 3 was opened and the following bids were received: Welborn Sales, Sunbelt Equipment Supply, C.L Boyd, Yellowhouse Machinery, Warren Cat, and The Railroad Yard. Motion by Bickford, second by Sledge to award pipe and tank cars to low bid and grader blades to Warren Cat due to Willborn Sales does not meet the bid criteria, minimum order, and delivery charges. Bids can be viewed on the website www.Texas.OkCounties.org or in the County Clerk's Office.

Buddy Leach, District Attorney not present.

There was no need for an Executive Session.


There was no Charity Request to be approved.


New Business: Boley presented a quote to replace the boiler system at the jail due to it going out over the weekend and they have no hot water.

Motion by Sledge, second by Bickford due to the unforeseen incident over the weekend to approve paying for the boiler system at the jail from the Sales Tax Funds in the amount of \$16,954.00. Aye: Bickford, Sledge, Keeling. Nay: none.

Adjourned.

I, Wendy Johnson, the duly elected and qualified County Clerk in and for Texas County, Oklahoma, do certify the above is a true and complete statement of the proceedings of the Board of County Commissioners held in this office on April 10, 2023.


Wendy Johnson, County Clerk


Ted Keeling, Chairman


Dolan Sledge, Member


Levi Bickford, Member