

Notice of Special Meeting of the
Payne County Board of Commissioners

Notice Date: July 20, 2016

Meeting Date: July 25, 2016

Time: 9:00 am

Location: Payne County Administration Building

315 W 6th, Suite 200/201 Stillwater, OK 74074

Gloria Hesser Commissioners' Meeting Room

This notice is given in accordance to Title 25, Section 311 and the Open Meeting and Open Record Act with prior 48 Hours' notice to the public.

Kent R. Bradley
Kent R. Bradley, Chairman

Agenda

- I. Call to Order
- II. Minutes
 - A. Approval of July 18, 2016
- III. Discussion and Possible Action
 - A. Change Order Expo Center Concrete Footing \$27,8841.00
- IV. Discussion and Possible Action on Financials
 - A. **New Purchase Orders:** List of the purchase orders will be available at the meeting, or from the County Clerk
- V. Adjournment

2016 JUL 20 A 8 06
PAYNE COUNTY
GLENN A CRAIG
COUNTY CLERK

**Official Minutes of
PAYNE COUNTY
BOARD OF COUNTY COMMISSIONERS**

The Payne County Board of County Commissioners met in a regular meeting of the board at 9:00 a.m. on **Monday, July 18, 2016** at the Payne County Administration Building, Gloria Hesser Commissioner Meeting Room 200, located in Stillwater, Oklahoma.

Chairman called the meeting to order: at 9:00 a.m.

The following members were present: Chairman- Kent Bradley, District 3, Chris Reding, Commissioner District 2, Zach Cavett, District 1, Glenna Craig, County Clerk, Lowell Barto, Assistant District Attorney. Invocation by Chris Reding and Flag Salute to our country by Dewey Clapp.

Approve minutes of the previous meeting of the board: Clerk's office presented minutes of the July 11th meeting. Cavett noted the order of the recess and reconvening of the meeting. It was agreed to correct the order. Assistant District Attorney Lowell Barto stated additional information was needed to the paragraph under American Tower Lease Agreement. Barto said the minutes should reference what was approved, which is the First Amendment to Lease Agreement with Global Tower Assets III, LLC. Motion by Cavett to include in the minutes the language recommended by Assistant District Attorney and to move the motion to reconvene below the motion to recess, second by Reding. Roll Call Vote: Bradley-Yes, Reding-Yes, Cavett-Yes.

Miscellaneous items from the audience: Jeff Kuhn, Emergency Management Director reminded the Board there was county training this Friday from 8:00 to 4:00 on Heat Related Items.

Discussion and Possible action on Bid Openings 9:30 a.m.: None presented at this time.

Discussion and Possible Action on Evaluations: None presented at this time.

Discussion and Possible Action on Reports from Officers and Boards

- **Resolution 2016-17 Dirt Donation from Billy Teter D3:** Bradley read Resolution 2016-17; The Matter of a Declaration of Acceptance of a GIFT for Payne County, Whereas, Billy Teter pursue a strong commitment to the community and have a strong desire to improve the quality of life for the residents of Payne County, and Whereas, Payne County issues this instrument to indicate its desire to accept this gift of approximately 16,000 cubic yards of top soil and fill dirt located at the Stillwater Utility Authority Power Plant at Jardot and Airport Rd., valued at \$16,000 for road improvements to supplement Payne County's resources. Now Therefore Be It Resolved that Payne County hereby expresses its gratitude and its intent to accept this gift that has been donated by Billy Teter II 5025 W. Lakeview, Stillwater, OK 74075. Presented to and approved this 18th day of July, 2016. Motion by Bradley to approve Resolution 2016-17, second by Reding. Roll Call Vote: Reding-Yes, Cavett-Yes, Bradley-Yes.
- **Crosstown Steel Beam #.00733 D1:** Cavett explained this was Board approval for Payne County to obtain beams from the Crosstown Repurposing of the beams. This is for a bridge D1 is building on Union Road south of Yost Lake Road. NBI #00733. See below motion.
- **Crosstown Steel Beam #.04622 D1:** Cavett stated this was for four beams, NBI #04622. The bridge is on Union Road 7/10 of a mile south of Yost Road. Motion by Cavett to approve the Interstate 40 Crosstown Steel Beam Transfers as presented, second by Reding. Roll Call Vote: Cavett-Yes, Bradley-Yes, Reding-Yes.
- **CIRB 5- year Plan FY 2017-2021:** Bradley stated everything stayed the same with the exception of moving a couple of projects into 2017 from 2018. The projects are the twin bridges by Glencoe circle #253, #254 and the Stillwater Creek Bridge at Mehan on 104th. This plan will be subject to change. Motion by Cavett to approve the 5-year plan as presented, second by Reding. Roll Call Vote: Bradley-Yes, Reding-Yes, Cavett-Yes.
- **Request for Traffic Control Signs:** None presented at this time.
- **Ingress and Egress Agreement:** None presented at this time.
- **Removal of Equipment items from Inventory:** None presented at this time.
- **Appointment of Requisitioning and Receiving Officers:** The following appointment of Requisitioning and Receiving Officers was presented; Treasurer Office, Commission District 2, Building Engineer, Early Settlement Mediation North, Environmental Enforcement, Payne County E911, and Emergency

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Management. These are for Fiscal Year 2016-2017 and are available for inspection. Motion by Reding to accept the appointments as presented, second by Cavett. Roll Call Vote: Reding-Yes, Cavett-Yes, Bradley-Yes.

Discussion and Possible Action on Financials

- **Cash Appropriations:** None presented at this time.
- **Transfer of Appropriations:** The following transfer of appropriations was presented; Sheriff's Service Fee, 09-04-3910, \$40,000.00 transferred to Sheriff Service Fee Salaries, 09-04-1110, \$40,000.00 Motion by Cavett to approve Transfer of Appropriation as presented, second by Reding. Roll Call Vote: Cavett-Yes, Bradley-Yes, Reding-Yes.

Purchase Orders: New: The following Purchase Orders were presented; **FY 2015-16 \$111,363.78, FY 2016-2017 \$352,513.08;** 2015-2016 COUNTY GENERAL: 5203, LOWE S COMPANIES, INC., 1413.60, ICE MAKER; 5204, QUALITY WATER SERVICES, 34.15, JUNE BLANKET; 5205, THOMSON REUTERS PAYMENT CENTRE, 168.53, SOFTWARE; 5206, EMBASSY SUITES NORMAN, 89.00, TRAVEL; 5207, LEGAL DIRECTORIES PUBLISHING, 78.50, DIRECTORY LISTING; 5208, METRO EMERGENCY UPFITTERS LLC, 12626.00, TAHOE; 5209, B & C BUSINESS PRODUCTS, INC., 83.12, JUNE BLANKET; 5210, COMDATA, 237.55, JUNE BLANKET; 5211, STAPLES BUSINESS ADVANTAGE, 464.39, JUNE BLANKET; 5212, AR500 ARMOR, 9585.20, BODY ARMOR; 5213, HAMPTON INN, 89.00, TRAVEL; 5214, AIR GAS-MID SOUTH, 73.51, OXYGEN TANK REFILL; 5215, GRIMSLEYS, INC., 3725.46, SUPPLIES; 5216, QUALITY WATER SERVICES, 14.70, JUNE BLANKET; 5217, CENTER FOR LOCAL, 125.00, CLASS; 5218, INDUSTRIAL CHEMIST, INC., 450.00, JUNE BLANKET; 5219, KINNUNEN SALES & RENTALS,, 24.76, JUNE BLANKET; 5220, MAVERIC MINI MART, 146.88, MAY BLANKET; 5221, ROSS SERVICE STATION, 61.24, MAY BLANKET; 5222, HILTON GARDEN INN, 712.00, TRAVEL; 5223, B & C BUSINESS PRODUCTS, INC., 84.75, SUPPLIES; 5224, QUAPAW CO., INC., 38044.09, SABM; 5225, ROSS SERVICE STATION, 30.00, APRIL BLANKET; 5226, ROSS SERVICE STATION, 236.18, JUNE BLANKET; 5227, MAVERIC MINI MART, 1128.48, JUNE BLANKET; HIGHWAY CASH: 1835, P & K EQUIPMENT, INC., 449.90, JUNE BLANKET; 1836, WARREN CAT, 847.37, JUNE BLANKET; 1837, NAPA AUTO PARTS, 755.62, JUNE BLANKET; 1838, FASTENAL COMPANY, 9.58, JUNE BLANKET; 1839, EAGLE PUMP AND SUPPLY, LLC., 313.26, JUNE BLANKET; 1840, HARRIS GAS STATIONS, 728.65, JUNE BLANKET; 1841, FLEETPRIDE, INC., 541.43, JUNE BLANKET; 1842, JOHN DEERE FINANCIAL, 212.41, JUNE BLANKET; 1843, FASTENAL COMPANY, 32.43, JUNE BLANKET; 1844, O REILLY AUTOMOTIVE, INC., 49.25, JUNE BLANKET; 1845, AMERICAN WELDING SUPPLY, 2.53, JUNE BLANKET; 1846, WARREN CAT, 1335.10, MAY BLANKET; 1847, LIONEL HARRISOIL CO., INC., 543.18, JUNE BLANKET; 1848, QUAPAW CO., INC., 23442.39, SABM; 1849, STEWART STONE, INC., 1230.90, CRUSHER RUN; 1850, WARREN CAT, 373.50, JUNE BLANKET; 1851, KSMI, 208.43, HANDLE FOR KL-1; 1852, UNIFIRST, 505.10, JUNE BLANKET; HEALTH DEPARTMENT: 565, CENTRAL LAWN AND LANDSCAPE, 630.00, JUNE BLANKET; 566, SAFE KIDS WORLD WIDE, 170.00, CERTIFICATION; SHERIFF SERVICE FEE: 408, PETRA INDUSTRIES, INC., 1219.85, TRIPP LIGHT; 409, GT DISTRIBUTORS, INC., 6145.00; GLOCK /BARRELL; MECHANIC LIEN FEE: 111, LASER SOLUTIONS, 99.00, TONER; 112, MERRIFIELD OFFICE SUPPLY, 137.42, LABELS; JAIL OPERATION & MAINTENANCE: 809, BOB BARKER COMPANY, INC., 1161.79, SUPPLIES; SOLID WASTE: 62, REPUBLIC SERVICES, 393.35, ROLL OFF; 63, REPUBLIC SERVICES # 789, 100.25, DUMPSTER; 2016-2017 COUNTY GENERAL: 28, CDW GOVERNMENT, INC., 1530.00, PRINTER; 29, PETRA INDUSTRIES, INC., 1119.74, ANTENNA; 30, CRAIG COUNTY, 629.74, DETENTION SERVICES; 31, ALLIANCE MAINTENANCE, INC., 1995.00, JULY BLANKET; 32, ELECTION BOARD SPECIAL DEPOSITORY ACCOUNT, 48.00, PRE ELECTION EXPENSES; 33, BANCFIRST, 707.27, SERVICE CHARGE; 34, FEDEX KINKOS, 40.20, BINDERS; 35, STC/BUSINESS WORLD, 255.64, CONTRACT; 36, STC/BUSINESS WORLD, 244.00, CONTRACT; 37, STC/BUSINESS WORLD, 97.00, CONTRACT; 38, FENTON OFFICE MART, 35.99, FILE FOLDERS; 39, STANDLEY SYSTEMS INC., 294.62, COPIES; 40, INTERWORKS, INC., 45.00, DOMAIN RENEWAL; 41, ASSOC. OF COUNTY, 7500.00, REIMBURSEMENT; 42, RICOH USA, INC., 150.35, SERVICE CONTRACT; 43, COOPERS LOCKSMITH LLC, 71.00, LOCK RESET; 44, STAPLES, 75.93, SUPPLIES; 45, CENTRAL TECHNOLOGY CENTER, 380.00, CLASS; 46, ALLIANCE MAINTENANCE, INC., 1295.00, JULY BLANKET; 47, OKLA. NATURAL GAS, 21.42, JULY BLANKET; 48, OSU COOPERATIVE EXT. SRV., 22349.00, JULY BLANKET; 49, OSU COOPERATIVE EXT. SRV., 123.04, JULY BLANKET; 50, SOUTHWEST SOLUTIONS GROUP, 2622.00, ANNUAL MAINTENANCE; 51, SHRED- AWAY SHREDDING, INC., 84.70, CONSOLE; 52, MARSHALL & SWIFT/BOECKH LLC., 634.20, SERVICES; 53, PITNEY BOWES, 761.79, LEASING CHARGES; 54, OKLA. NATURAL GAS, 41.24, UTILITY BILL; 55, DIRECT TV, 210.98, UTILITY BILL; 56, OKLA. DEPT. OF, 4200.00, OLETS USER FEE; 57, BLUE BOOK, 120.95, BLUE BOOK; 58, MERRIFIELD OFFICE SUPPLY, 34.99, CLEANER; 59, STC/BUSINESS WORLD, 58.36, CONTRACT; 60, STC/BUSINESS WORLD, 171.55, CONTRACT; 61, CUSHING FLEX MLS ESCROW ACCOUNT, 132.00, DUES; 62, CDW GOVERNMENT, INC., 1406.46, WINDOWS LICENSE; 63, SCAUG, 990.00, CLASS; 64, LANDMARK GSI, 2020.00, SUPPORT; 65, LANDMARK GSI, 8805.00, LANDMARK SUPPORT & FEES; 66, TAPCO, 999.00, SIGNS; 67, COUNTY OFFICERS & DEPUTIES ASSOCIATES, C/O CINDY, 1065.00, ANNUAL MEMBERSHIP; HIGHWAY CASH: 3, WARREN CAT, 567.20, MUFFLER; 4, A T & T U-VERSE, 59.00, UTILITY BILL; 5, CITY OF CUSHING, 352.94, UTILITY BILL; 6, CITY OF CUSHING, 6.02, UTILITY BILL; 7, OKLA. NATURAL GAS, 93.91, UTILITY BILL; 8,

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SNB BANK, 5206.63, PAYMENT;9, SNB BANK, 2989.38, PAYMENT; 10, AMERICAN HERITAGE BANK, 5246.56, PAYMENT; 11, AMERICAN HERITAGE BANK, 13111.63,PAYMENT; 12, LIONEL HARRIS OIL CO., INC., 11405.25, FUEL; 13, GRIMSLEYS, INC., 79.34, PAPER TOWELS; 14, KINNUNEN SALES &RENTALS,, 21.25, REPAIR; HEALTH DEPARTMENT: 9, LANGUAGE LINE SERVICES, 341.84, INTERPRETER SERVICES; 10, CULLIGAN OF ENID, 38.00, JULY BLANKET;11, STC/BUSINESS WORLD, 70.18, MAINTENANCE; 12, A T & T, 2921.26, UTILITY BILL; 13, PERKINS JOURNAL, 30.00, SUBSCRIPTION; SHERIFF SERVICE FEE: 2, STILLWATER ARMORY LLC, 1210.00, AMMUNITION; MECHANIC LIEN FEE: 2, KELLPRO, INC., 6734.00, YEARLY SERVICES; SELF INSURANCE: 1, ASSOC. OF COUNTY, 175024.00, ACCO SIF; SHERIFF TRAINING: 2, A-ONE, INC., 450.00, CONFERENCE; FAIRBOARD CASH: 8, OKLA. STATE DEPT. OF HEALTH, 100.00, REPAIRS; 9, OKLA. GARDEN TRACTOR, 850.00, SPONSORSHIP; 10, OKLA. HARNESS HORSE ASSOC, 500.00, SPONSORSHIP; 11, TURN KEY RESTAURANT EQUIPMENT, 207.50, REPAIRS; 12, THERMACUBE LLC, 259.00, NETWORK MAINTENANCE; JAIL OPERATION & MAINTENANCE: 6, TURN KEY HEALTH CLINICS LLC, 26200.00, MEDICAL SERVICES; 7, GRIMSLEYS, INC., 25.31, STRIPPER MACHINE; 8, VERIZON WIRELESS, 80.02, UTILITY BILL; 9, OKLA. STATE BUREAU OF INVEST., 12000.00, SOFTWARE; 10, RETAIL FINANCE CREDIT SERVICES, ATTN: DONNA PRING, 104.38, SUPPLIES; 11, B & C BUSINESS PRODUCTS, INC., 322.17, COPIER LEASE; 12, GRIMSLEYS, INC., 1258.01, JANITORIAL SUPPLIES; 13, COOKS CORRECTIONAL, 330.76, SUPPLIES; CLERK R M & P: 2, EDOCTEC, 11500.00, ANNUAL MAINTENANCE; DRUG COURT: 1, PAYNE CO. DRUG COURT, INC., 2951.38, ADMINISTRATION FEES; 67-1/6TH FIRE DEPARTMENTS: 1, LINE X OF STILLWATER, 6500.00, VALVE;

- **Blanket:** None presented at this time.
- **Tabled:** None presented at this time.
- **Disallowed:** None presented at this time.
- **Payroll/Longevity:** Payroll claims for re-imbursement for meals for Jeff Kuhn and Troy Choplin were presented. Motion by Cavett to approve Purchase Orders upon signature, second by Reding. Roll Call Vote: Bradley-Yes, Reding-Yes, Cavett-Yes.

- **Monthly Reports of Officers:** None presented at this time.

Discussion and Possible Action on

- **Telephone and Utility Permits:** None presented at this time.
- **Road Crossing:** The following road crossing permits were presented; District 3, Permit # 16-078 – 16-085, H2 Services, LLC. Motion by Bradley to approve Road Crossings as presented, second by Cavett. Roll Call Vote: Reding-Yes, Cavett-Yes, Bradley-Yes.

Public Announcements from the Board (no action will be taken): None presented at this time.

Executive Session:

A. Bradley called for Executive Session. Motion by Cavett to move into Executive Session, second by Reding. Roll Call Vote: Bradley-Yes, Reding-Yes, Cavett-Yes.

B. Motion by Reding to return to open meeting, second by Cavett. Roll Call Vote: Bradley-Yes, Reding-Yes, Cavett.

C. Motion by Cavett to authorize the Assistant District Attorney to be in contact with Mr. Kerns about the discussion in Executive Session, second by Reding. Roll Call Vote: Reding-Yes, Cavett-Yes, Bradley-No.

New Business: Assistant District Attorney Barto approved reading the Emergency Disaster Proclamation under New Business. Bradley read the Emergency Disaster Proclamation, Whereas, beginning on July 13, 2016, a severe storm has occurred in Payne County, Oklahoma, with more in the forecast, causing significant damage to public and private properties; and Whereas, immediate attention is required to protect public health, reduce further damage, insure public safety and render emergency relief; and Whereas, I, Kent Bradley, Chairman of the Board of County Commissioners of Payne County, Oklahoma, do find that the aforementioned conditions constitute a threat to the safety and welfare of the county, and create an emergency disaster situation within the meaning of Section 683.3, Oklahoma Emergency Management Act of 2003, as amended; Now, Therefore, The Payne County Commissioners, acting under the power vested in us under the State of Oklahoma do hereby declare the entire county to be a disaster area, entitled to aid, relief, and assistance and do hereby direct the implementation of the County Emergency Operations Plan.

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In Witness Whereof, I have hereunto set my hand and seal to this instrument on this 18th day of July in the year of our Lord, Two Thousand and Sixteen at Payne County, Oklahoma. This proclamation shall expire after seven (7) days, unless otherwise extended by us. Presented and approved the 18th day of July, 2016.

Motion by Reding to accept the Disaster Proclamation, second by Cavett. Roll Call Vote: Cavett-Yes, Bradley-Yes, Reding-Yes.

Adjournment: Motion by Cavett to adjourn, second by Reding. Roll Call Vote: Cavett-Yes, Bradley-Yes, Reding-Yes.

Minutes of the Board attested to

By _____
Glenna Craig, Payne County Clerk
Seal of office

Approved by the Board of Commissioners

On the ____ day of _____ 2016

Chairman _____

Commissioner _____

Commissioner _____

AIA[®] Document G701[™] – 2001

Change Order

PROJECT <i>(Name and address):</i> Payne County Expo Center McVey Arena, Improvements II 4518 Expo Circle, East	CHANGE ORDER NUMBER: 003 DATE: July 18, 2016	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR <i>(Name and address):</i> Alexander Construction Company P. O. Box 1631 Stillwater, OK 74076-1631	ARCHITECT'S PROJECT NUMBER: 74076.10 CONTRACT DATE: March 30, 2016 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

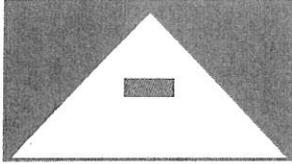
The original Contract Sum was	\$ 869,368.00
The net change by previously authorized Change Orders	\$ 60,785.19
The Contract Sum prior to this Change Order was	\$ 930,153.19
The Contract Sum will be increased by this Change Order in the amount of	\$ 27,841.00
The new Contract Sum including this Change Order will be	\$ 957,994.19

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is October 7, 2016

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>McFarland Architects, P.C.</u> ARCHITECT <i>(Firm name)</i>	<u>Alexander Construction Company</u> CONTRACTOR <i>(Firm name)</i>	<u>Payne County Commissioners</u> OWNER <i>(Firm name)</i>
<u>9 East 4th Street, Suite 500, Tulsa, OK</u> ADDRESS	<u>221 East 9th Street, Stillwater, OK</u> ADDRESS	<u>315 West Sixth Street, Stillwater, OK</u> ADDRESS
<u><i>Connie S. McFarland</i></u> BY <i>(Signature)</i>	<u><i>Kenneth B. Alexander</i></u> BY <i>(Signature)</i>	<u><i>(see attached sheet)</i></u> BY <i>(Signature)</i>
<u>Connie S. McFarland</u> <i>(Typed name)</i>	<u>Kenneth B. Alexander</u> <i>(Typed name)</i>	<u><i>(see attached sheet)</i></u> <i>(Typed name)</i>
<u>July 19, 2016</u> DATE	<u><i>July 19 2016</i></u> DATE	<u></u> DATE



ALEXANDER

CONSTRUCTION COMPANY

P.O. Box 1631 Stillwater, OK 74076-1631 (405) 624-2500

Work Changes Proposal Request 010

PROJECT

Payne County Expo Center
McVey Arena, Capital Improvement II
4518 Expo Circle, East
Stillwater, OK 74074

July 19, 2016

DATE OF ISSUANCE: July 18, 2016

TO OWNER

Payne County, OK
Payne County Commissioners
315 West Sixth Street, Suite 202
Stillwater, OK 74074

TO ARCHITECT

McFarland Architect, P.C.
9 East 4th Street, Suite 500
Tulsa, OK 74103

FROM

Alexander Construction Company, Kenneth B. Alexander
221 East 9th
PO Box 1631
Stillwater, OK 74076

PR10

To remove existing concrete tie beam that are deteriorated and in the wrong elevation and replace these concrete tie beams with new concrete, reinforcement, drill, epoxy rebar into pilaster columns per attached drawing.

Labor Cost	\$ 8,696
Sub Contract Services	\$ 2,403
Material & Supplies	\$12,687
Equipment Cost	\$ 3,776
Bond	\$ 279

TOTAL ADD

\$27,841

Kenneth B. Alexander
President