

The County Commissioners met in a Regular Meeting at 9:00 a.m. in the County Commissioners' office. Those present were: Chairman, Marty Clinton; Vice-Chairman, Rhet Johnson; Member, Kirk Butler; County Treasurer, Renee Howard; County Assessor, Lisa Roberson; County Sheriff, Roger Levick (left for jail inspection, did not return); Election Board Secretary, Jennifer Wilson; City of Altus Emergency Management Director, Lloyd Colston; Jackson County Emergency Management Director, Wayne Cain; County Health Department Regional Director, Cara Gluck; Department of Homeland Security Representatives, Pat King & Curtis Driscoll (arrived at 9:54, Item 7) Altus Times Reporter, Katrina Goforth; County Clerk 1<sup>st</sup> Deputy, Jennifer Sunday.

AGENDA:

**Item No. 1: CALL MEETING TO ORDER.** The meeting was called to order by Chairman Marty Clinton.

**Item No. 2: CONSIDERATION AND POSSIBLE ACTION ON MINUTES FROM LAST MEETING(S).** No Action was taken at this time.

**Item No. 3: CONSIDERATION AND POSSIBLE ACTION ON THE FOLLOWING REPORTS: AUGUST 2017 MONTHLY REPORT & RECONCILEMENT FOR ASSESSOR'S OFFICE, TREASURER'S OFFICE, HEALTH DEPARTMENT, SHERIFF'S DEPARTMENT, COUNTY CLERK'S OFFICE, DISTRICT ATTORNEY'S OFFICE, ELECTION OFFICE, AND CASE BALANCE SUMMARY REPORT & RECONCILEMENT FOR COURT CLERK'S OFFICE.** A Motion was made by Butler, seconded by Johnson to approve the following reports for August 2017 as follows:

• Assessor's Office	\$321.00
• Treasurer's Office	\$4,519.90
• Health Department	\$88.60
• Sheriff's Department	\$15,245.30
• County Clerk's Office	\$15,573.00
• District Attorney's Office	\$13,407.83
• Election Office	\$0
• Court Clerk's Office	\$107,684.52

**THE VOTE: Clinton, yes; Johnson, yes; and Butler, yes.**

**Item No. 4: OFFICERS REPORTS.** County Treasurer, Renee Howard presented the Board with the County Sales Tax Report for the month of July, 2017 received September 8, 2017 totaling \$115,728.89 resulting in a total of \$10,290.06 down from the previous month; and the Use Tax Report for the month of July, 2017 received September 8, 2017 totaling \$7,948.16 resulting in a total of \$1,166.50 up from the previous month. She also reminded those present that the Treasurer's Office will be closed tomorrow, September 12, 2017 to attend training. Election Board Secretary, Jennifer Wilson stated that the Election Board Office will be closed Monday & Tuesday, September 18 & 19, 2017 for training.

**Item No. 5: CONSIDERATION AND POSSIBLE ACTION ON BLANKET PURCHASE ORDERS.** A Motion was made by Johnson, seconded by Butler to approve three (3) blanket purchase orders for Courthouse General; and four (4) blanket purchase orders for the Health Department as follows:

• Janus Supply	\$800.00
• Moonlight Maintenance	\$800.00
• Martin's Building & Plumbing	\$500.00
• Advantage Office Products	\$250.00
• Privett Sales	\$250.00
• Wal-Mart	\$100.00
• Wal-Mart	\$300.00

**THE VOTE: Clinton, yes; Johnson, yes; and Butler, yes.**

**Item No. 6: CONSIDERATION AND POSSIBLE ACTION ON RESOLUTION DECLARING SURPLUS A XEROX PHASER 6180MFPD COLOR LASER MULTIFUNCTION PRINTER; ELECTION OFFICE.** Election Board Secretary, Jennifer Wilson explained that the printer in question is still in good condition. It was replaced with a new model by Standley Systems; therefore, it is no longer needed. A Motion was made by Butler, seconded by Johnson to approve Resolution 2017-28 Declaring Surplus a Xerox Phaser 6180MFPD Color Laser Multifunction Printer; Election Office, Inventory ID # EB-206.3.

**THE VOTE: Clinton, yes; Johnson, yes; and Butler, yes.**

**Item No. 7: DISCUSSION WITH PAT KING OF OKLAHOMA HOMELAND SECURITY ON COMPLEXITIES AND OTHER ISSUES AFFILIATED WITH POSSIBLE CONSOLIDATION OF CITY OF ALTUS AND JACKSON COUNTY EMERGENCY MANAGEMENT**

**AND TAKEOVER OF EMERGENCY OPERATIONS CENTER.** Pat King addressed the Board and commended Altus and Jackson County on a great history of emergency management. He presented them with copies of Resolution 2006-20 and Resolution 2006-21, previously adopted by Jackson County and the City of Altus respectively to improve emergency management policies. Mr. King encouraged the Board to look at this situation as an opportunity not just for cost effectiveness but more for increased efficiency, and also to consider that consolidating both positions would greatly increase the workload. Grants are available for the City and County for emergency management situations, but requirements must be met and paperwork must be completed properly. He stressed that he and Mr. Driscoll are here as a resource for assistance and information during this time. Lloyd Colston spoke about the need for enough manpower and resources being available to meet the needs of our area in the event of an emergency incident. He explained some of his current responsibilities, including 24 hour crisis monitoring of not only this area, but surrounding areas as well. He strongly encouraged the Board to participate in local emergency preparedness meetings. County Health Department Regional Director, Cara Gluck explained the importance of dedicated staff in these positions. She stated she had just returned from Aransas County, Texas and seen the significant challenges faced by the emergency management employees there being pulled in too many directions.

**Item No. 8: CONSIDERATION AND POSSIBLE ACTION ON RESOLUTION TO PARTICIPATE IN THE COUNTY ROAD MACHINERY & EQUIPMENT REVOLVING FUND FOR FY 2017-2018.** A Motion was made by Johnson, seconded by Butler to approve Resolution 2017-29 to participate in the County Road Machinery & Equipment Revolving Fund for FY 2017-2018.

**THE VOTE: Clinton, yes; Johnson, yes; and Butler, yes.**

**Item No. 9: OPEN BIDS WITH POSSIBLE ACTION ON INVITATION TO BID #2 FOR HAULING GRAVEL AND HAULING RIP RAP.** One bid was submitted from Farmer’s Supply and Transportation, Inc. Upon recommendation of Chairman Clinton, a Motion was made by Butler, seconded by Johnson to accept the bid from Farmer’s Supply and Transportation, Inc.

**THE VOTE: Clinton, yes; Johnson, yes; and Butler, yes.**

**Item No. 10: OPEN BIDS WITH POSSIBLE ACTION ON INVITATION TO BID #3 FOR RIP RAP.** Complete bids were submitted by Dolese Bros. and Martin Marietta. Upon recommendation of Chairman Clinton, A Motion was made by Johnson, seconded by Butler to accept the bid from Martin Marietta due to location being closer.

**THE VOTE: Clinton, yes; Johnson, yes; and Butler, yes.**

**Item No. 11: CONSIDERATION AND POSSIBLE ACTION ON NEW BUSINESS.** There was none at this time.

**Item No. 12: CONSIDERATION AND POSSIBLE ACTION ON CLAIMS.** A Motion was made by Butler, seconded by Johnson to approve the following claims for payment, with exception of Purchase Order # 527 & Purchase Order #853 due to clerical errors:

Fiscal Year: 2017-2018

**Payments by Fund**

Approved  
From: 9/11/2017  
To: 9/11/2017

<u>Warrant No.</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Purpose</u>
<b>County Clerk Lien Fee</b>			
3	Kellpro	\$5,611.60	Licensing & Support
<b>County Health Department</b>			
73	Turner, Tara	\$115.06	TSET Travel
74	Flores, Abby	\$37.32	Travel
75	Reese, Leda	\$21.81	Travel
76	Pitney Bowes	\$308.79	Contract Services
77	Verizon	\$139.88	Monthly Service
78	Verizon	\$59.04	Monthly Service
79	Bugmaster Inc.	\$67.00	Monthly Service
80	Wal-Mart	\$62.81	Supplies
81	P K & Company	\$375.00	Estimate of Needs
82	Medivista Media	\$79.00	Monthly Service
83	Wal-Mart	\$10.76	Supplies
<b>General</b>			
239	Kellpro	\$4,895.40	Licensing & Support
240	Moonlight Maintenance & Supply LLC	\$531.82	Janitorial Supplies
241	Janus Supply Company	\$740.17	Janitorial Supplies

242	Martins Building & Plumbing	\$394.85	Janitorial Supplies
243	Jackson County Conservation Dist.	\$100.00	Reimbursement
244	Cable One	\$89.20	Monthly Service
245	Comanche County Regional	\$2,960.00	Juvenile Detention
246	Carrot-Top Industries	\$262.02	Flag(s)
247	Privett Sales	\$4,249.00	Tables & Chairs
248	Allied Lab Inc	\$55.00	Drug / Alcohol Testing
249	Jackson County Dist. 2	\$96.99	Fuel
250	Hilton Garden Inn	\$273.00	Lodging
251	PikePass Customer Service Center	\$18.20	Pikepass
<b>Highway Cash</b>			
257	O Reilly Automotive	\$285.82	Parts / Supplies
258	Fox Building Supply	\$24.82	Parts / Supplies
259	Atwoods	\$25.58	Parts / Supplies
260	Weldon Parts Inc.	\$175.18	Parts / Supplies
261	Southwest Oklahoma Internet	\$29.95	Monthly Service
262	Jackson County Water	\$36.85	Monthly Service
263	Civitas Media LLC	\$17.30	Advertisement
264	Okla. Dept. of Transportation	\$2,207.14	Lease Payment
265	Okla. Dept. of Transportation	\$2,207.14	Lease Payment
266	Okla. Dept. of Transportation	\$2,452.38	Lease Payment
267	Okla. Dept. of Transportation	\$2,575.00	Lease Payment
268	Okla. Dept. of Transportation	\$1,134.78	Lease Payment
269	Okla. Dept. of Transportation	\$2,062.45	Lease Payment
270	Clinton, Marty	\$147.66	Travel Reimbursement
271	Amsco Steel	\$70.00	Parts / Supplies
272	Dillons 66 Service Station	\$129.00	Parts/Repair
273	Fox Building Supply	\$28.84	Parts / Supplies
274	Kirbys Wrecker & Service Station	\$505.50	Parts / Supplies
275	O Reilly Automotive	\$257.62	Parts / Supplies
276	Western Equipment	\$451.10	Parts / Supplies
277	Dr. Pepper Bottling Company	\$24.50	Water
278	C.L. Boyd	\$647.39	Part(s)
279	C.L. Boyd	\$1,789.41	Repair
280	Rent City	\$56.79	Blade(s)
281	Southwest Oklahoma Internet	\$49.95	Monthly Service
282	Altus Power	\$38.45	Monthly Service
283	Altus Power	\$173.50	Monthly Service
284	Daniel Truck Parts Inc.	\$231.76	Parts/Repair
285	Western Equipment	\$15.21	Parts / Supplies
286	Atwoods	\$149.50	Parts / Supplies
287	O Reilly Automotive	\$478.53	Parts / Supplies
288	T & W Tire	\$750.00	Tire(s)
289	Jackson County Dist. 2	\$1,146.25	Fuel
290	Okla. Natural Gas	\$101.44	Monthly Service
291	Town Of Eldorado	\$267.49	Monthly Service
292	Okla. Dept. of Transportation	\$2,452.38	Lease Payment
293	Okla. Dept. of Transportation	\$1,325.22	Lease Payment
294	Okla. Dept. of Transportation	\$1,034.62	Lease Payment
295	Okla. Dept. of Transportation	\$2,173.42	Lease Payment
296	Security State Bank	\$1,749.61	Lease Payment
297	Security State Bank	\$1,708.61	Lease Payment
298	Altus Power	\$36.32	Monthly Service
<b>Hwy CBRI-105</b>			
9	M & B Contracting	\$34,361.70	Recycled Concrete
<b>Jackson County Sales Tax Revolving Fund</b>			
75	Southwest Rural Electric	\$64.55	Monthly Service
<b>Sheriff Contract Prisoners</b>			
54	Advantage Office Products	\$410.08	Office Supplies
55	Earthgrains Baking Co INC.	\$720.00	Bread for Inmates

56	US Foods Inc	\$6,145.05	Food for Inmates
57	HAC INC.	\$562.23	Food for Inmates
58	Cable One	\$393.59	Monthly Service
<b>Sheriff Service Fees</b>			
36	Fox Building Supply	\$112.22	Merchandise/Supplies
37	Finish Line Fleet Dept. 50	\$2,984.20	Fuel
38	Smiths Firestone	\$1,033.83	Tires/Maintenance on Vehicles
<b>Sheriffs Commissary Fund</b>			
25	Mid-State Services	\$1,858.90	Commissary Sales Service
26	Oklahoma Tax Commission (Sales Tax)	\$678.92	Sales Tax

**THE VOTE: Clinton, yes; Johnson, yes; and Butler, yes.**

**Item No. 13: JAIL INSPECTION PER OKLA. STATUTES TITLE 57 SECTION 1.** At this time (9:14 a.m.) Chairman, Marty Clinton, Vice-Chairman, Rhet Johnson, Member, Kirk Butler, Sheriff, Roger LeVick, and County Clerk 1<sup>st</sup> Deputy, Jennifer Sunday proceeded to the Jackson County Jail for the annual inspection. They were guided through the jail for a full inspection of the health, cleanliness, & condition of the jail. Sheriff Roger Levick explained there is an ongoing need for camera system updates and upgrades to the video storage system. They currently need more storage availability in order to store video footage for the required amount of time. When the inspection was complete the Commissioners and County Clerk 1<sup>st</sup> Deputy, Jennifer Sunday returned to the Courthouse at 9:54 a.m.

**Item No. 14: CONSIDERATION AND POSSIBLE ACTION ON ADJOURNMENT.** A Motion was made by Johnson seconded by Butler to adjourn.

**THE VOTE: Clinton, yes; Johnson, yes; and Butler, yes.**

The next meeting is set for Monday, September 18, 2017 at 9:00 a. m. in the Commissioners’ office of the Jackson County Courthouse.

ATTEST:

\_\_\_\_\_  
Robin Booker, County Clerk

\_\_\_\_\_  
Chairman of Board of County Commissioners

Notice of the meeting was given by posting the required notification on the Information Center of the Jackson County Courthouse at 8:48 a.m. on Friday, September 8, 2017.