

COUNTY COMMISSIONERS

April 12, 2021

The Alfalfa County Commissioners met in the Commissioner's Office at 10:00 AM for this regular meeting with Chairman Woodall calling the meeting to order with members Jay Hague and Mike Roach, and County Clerk Laneta Unruh present. Visitors: Sara Wagner, 911 Supervisor; Shana Smallwood-Buchanan, EM; Valerie Vetter, Treasurer; and Jennifer Roach, Assessor.

As required by Oklahoma State Statutes 1991, Title 25, Section 311, Notice was given of this regularly scheduled meeting by posting the Agenda in the North Entrance and in the County Clerk's office at 7:45 AM on April 09, 2021.

Woodall called the meeting to order, all members present.

Invocation was given by Nancy Lambert

Flag Salute was led by Marvin Woodall

There was no Public Discussion on Any Item on This Agenda and Only On This Agenda

Hague moved to approve the Minutes from Commissioner's Meeting and Roach seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Hague moved to approve the M & O Warrants for Payment and Woodall seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

**2020-2021**

**911 Phone**

000078	PIONEER TELEPHONE	\$ 70.14	UTILITIES
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**Emergency Mgmt**

000020	CARMEN FARMERS COOP	\$ 76.21	FUEL
000021	CROFT CHEVROLET	\$ 31.84	SERVICE
000022	MERRIFIELD OFFICE SUPPLY	\$ 78.59	SUPPLIES - OFFICE

**EMS 522-ST**

000131	BOEHS BUILDING SUPPLY	\$ 17.97	SUPPLIES
000132	ENJ FINANCIAL LLC	\$ 525.00	SERVICE
000133	NINTH BRAIN	\$ 437.72	SERVICE
000134	STEVENS FORD	\$ 1,201.80	REPAIRS
000135	FOUR J S TIRE SERVICE	\$ 958.20	TIRES
000136	NINTH BRAIN	\$ 437.72	SERVICE
000137	PIONEER ENID CELLULAR	\$ 144.45	UTILITIES
000138	AT&T	\$ 316.39	UTILITIES
000139	CITY OF CHEROKEE	\$ 83.10	UTILITIES
000140	PRINCIPAL - GROUP LIFE, PLIC - SBD GRA	\$ 536.59	INSURANCE PREMIUM
000141	CARBONITE INCORPORATED	\$ 287.99	RENEWAL FEE

**Fair Main-ST**

000227	ALVA REVIEW COURIER	\$ 59.25	PUBLICATION
000228	CHEROKEE PUBLISHING CO	\$ 36.00	PUBLICATION
000229	CITY OF CHEROKEE	\$ 364.72	UTILITIES
000230	KANOKLA NETWORKS	\$ 81.95	UTILITIES
000231	PIONEER ENID CELLULAR	\$ 37.26	UTILITIES
000232	AT&T	\$ 189.03	UTILITIES

**General**

000988	OFFICE SOLUTIONS INC	\$ 76.33	COPIER LEASE
000989	OFFICE SOLUTIONS INC	\$ 96.96	COPIER LEASE
000990	DEVINE WATER	\$ 33.40	SUPPLIES
000991	CHEROKEE PUBLISHING CO	\$ 215.00	SUPPLIES - OFFICE
000992	DEVINE WATER	\$ 21.84	SUPPLIES
000993	CHEROKEE ACE HARDWARE	\$ 9.73	SUPPLIES
000994	MERRIFIELD OFFICE SUPPLY	\$ 96.61	SUPPLIES
000995	COMDATA INC	\$ 1,521.17	FUEL
000996	PIONEER TELEPHONE	\$ 250.25	UTILITIES
000997	ADVANCED CORRECTIONAL HEALTHCARE	\$ 191.62	SERVICE
000998	ADVANCED CORRECTIONAL HEALTHCARE	\$ 3,199.25	SERVICE
000999	AT&T	\$ 796.60	UTILITIES
001000	SITARAM, LLC	\$ 160.20	RESERVATION
001001	PIONEER ENID CELLULAR	\$ 58.00	UTILITIES
001002	ACTIVE 911 INC	\$ 3,307.50	SERVICE
001003	QUILL	\$ 1,691.99	SUPPLIES - OFFICE
001004	KANOKLA NETWORKS	\$ 39.95	UTILITIES
001005	OFFICE SOLUTIONS INC	\$ 170.74	COPIER LEASE
001006	CHEROKEE PUBLISHING CO	\$ 45.00	ADVERTISING
001007	ALVA REVIEW COURIER	\$ 35.55	ADVERTISING

**General Gov't-ST**

000147	AMERICAN ELEVATOR CO	\$ 616.00	INSPECTION
000148	CHEROKEE ACE HARDWARE	\$ 16.38	SUPPLIES
000149	UNIFIRST HOLDINGS INC	\$ 142.20	SERVICE
000150	JACK S AUTOMOTIVE	\$ 121.96	SUPPLIES
000151	CHEROKEE PUBLISHING CO	\$ 1,207.55	PUBLICATION
000152	CHEROKEE ACE HARDWARE	\$ 293.41	SUPPLIES
000153	CHEROKEE ACE HARDWARE	\$ 246.96	EQUIPMENT
000154	METCALF LAND & LAWN LLC	\$ 237.98	SERVICE
000155	CHEROKEE ACE HARDWARE	\$ 99.99	SUPPLIES
000156	PIONEER ENID CELLULAR	\$ 64.49	UTILITIES
000157	DOBSON TECHNOLOGIES	\$ 1,502.21	UTILITIES
000158	AT&T	\$ 52.29	UTILITIES

<b>Highway</b>			
001537	DEVINE WATER	\$ 10.85	SUPPLIES
001538	OFFICE SOLUTIONS INC	\$ 132.92	COPIER LEASE
001539	HARRISON GYPSUM HOLDINGS LLC	\$ 9,804.00	ROCK
001540	HARRISON GYPSUM HOLDINGS LLC	\$ 5,783.26	ROCK
001541	DIRECT DISCOUNT TIRES	\$ 549.40	TIRES
001542	BURLINGTON COOP ASSOCIATION	\$ 7,378.00	FUEL
001543	SOUTH CENTRAL TELEPHONE	\$ 156.61	UTILITIES
001544	QUEST DIAGNOSTICS, INC	\$ 549.75	SERVICE
001545	TOWN OF CARMEN	\$ 44.70	UTILITIES
001546	AT&T	\$ 215.90	UTILITIES
001547	CHEROKEE PUBLISHING CO	\$ 80.59	PUBLISHING
001548	BOEHS BUILDING SUPPLY	\$ 2.99	PARTS
001549	GOLTRY PWA	\$ 63.83	UTILITIES
001550	TOWN OF HELENA	\$ 107.00	UTILITIES
001551	DUB ROSS COMPANY	\$ 3,769.20	PIPE
001552	EARNHEART OIL & PROPANE	\$ 4,020.00	FUEL
<b>ML Fee</b>			
000051	COUNTY CLERK & DEPUTIES ASSN	\$ 100.00	REGISTRATION
<b>Mtg Cert</b>			
000010	DEVINE WATER	\$ 33.40	SUPPLIES
<b>Rural Fire-ST</b>			
000259	DACOMA COOP	\$ 154.58	FUEL
000260	WINDY FORD	\$ 32.76	SERVICE
000261	JACK S AUTOMOTIVE	\$ 111.98	BATTERY
000262	CHIEF FIRE & SAFETY	\$ 1,092.00	SUPPLIES
000263	TOPS & STRIPES	\$ 2,650.00	INSTALLATION
000264	BLANCHAT MFG INC	\$ 561.96	REPAIR
<b>SH Svc Fee</b>			
000139	DEVINE WATER	\$ 21.98	SUPPLIES
000140	UNITED SUPERMARKET	\$ 460.60	SUPPLIES

Woodall moved to approve the Blanket Purchase Orders from the Treasurer, Assessor, Sheriff and Emergency Manager and Hague seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

There were no Monthly Officer Reports

Hague moved to approve the Private Property Access Easement for Dist #2 for SW ¼ of 16-26-11 to get access to dig a burn pit for materials from the old elevator that is half owned by the County and half owned by Wilber's Fertilizer and Roach seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Part-time employee for 911 - Wagner stated that she had filled the full-time position that had been lost, but she was needing part-time position to help fill for an employee leaving on FMLA, the other employees had help out as much as they could but was getting into time for vacations. Hague asked if she had it in her budget, she said yes until the end of June. She said she had it in her budget for \$10.00/hour. Hague moved to approve the Part-time employee for 911 and Woodall seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

List of Behavioral Standards – Roach stated this was from their Executive Session last week, they had pulled it out of the Handbook, the language was kindness and respect, they would hand it out in the Officer Meeting for the officers to hand out to their employees, all employees would sign and date the form. Unruh asked if these would be handed back to her to put in their employee file, after a discussion between the commissioners it was decided each officer would keep their employee's form. Roach moved to approve the List of Behavioral Standards and Hague seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

MEMO for COVID Cleaning being suspended for courthouse – Roach stated this was from the Executive Session last week, the extra cleaning due to COVID would be suspended in the individual offices, the memo would be handed out in the Officer Meeting. Hague moved to approve the MEMO for COVID Cleaning being suspended for courthouse and Woodall seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Alfalfa County demolition of the old elevator that is half owned by the County and half owned by Wilber's Fertilize- Roach stated this was the elevator north of the Coop, it was the easement that had just been signed. Wilber's will allow the county to bury this on their property, he stated he would need help from all the districts, Roach stated he wanted it demolished as soon as possible with it being a huge liability. Roach stated someone was giving them the fill dirt and someone was hauling off what they didn't take to Wilber's. Hague stated they had wanted to burn it but the EPA would not allow that, so this was the most economical way to get rid of it. Hague moved to approve the Alfalfa County demolition of the old elevator that is half owned by the County and half owned by Wilber's Fertilizer and Woodall seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

New Chart of Account for Court Clerk – Reward Fund – new account 1221-1-1400-2005 County Reward Fund for Court Clerk CRF – Unruh stated this was a new account, she asked Vetter to explain it. Vetter explained this was from any littering tickets that were ticketed in the county. Unruh stated that the Court Clerk had received funds, thus the new account needed to be created. Woodall moved to approve the New Chart of Account for Court Clerk – Reward Fund – new account 1221-1-1400-2005 County Reward Fund for Court Clerk CRF and Roach seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Roach moved to approve the Declaration of Surplus for Assessor for File Server Battery Back Inv #H230 100.05 Serial #3B1135X18379 and Woodall seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Roach moved to approve the Resolution for Disposing of Equipment for Assessor for File Server Battery Back Inv #H230 100.05 Serial #3B1135X18379 and Woodall seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Woodall moved to approve the DR 4587 Severe Winter Storms, State - Local Agreement Disaster Assistance

Agreement For Emergency and Major Disasters between State of Oklahoma and Alfalfa County and Hague seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Hague moved to approve the Private Property Access Easement for Dist #3 for SE ¼ of 12-23-11 to remove trees from right of way and place on farmer's land and Woodall seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Woodall moved to approve the Detention Services Agreement Contract between Tulsa County Juvenile Detention Home and Alfalfa County and Hague seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Roach moved to approve the Certificate of Compliance for OMMA Businesses for OMMA and compliance letter for Cherokee Sunshine, LLC and Hague seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

Woodall moved to approve the County Clerk to go out for bid for Dist #3 for Road Groomer for Alfalfa County and Roach seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

There was no Unforeseen Business (Any matter not known about or which could not have been reasonably foreseen prior to the time of posting and which is not an emergency)

Hague moved to Adjourn and Woodall seconded. Hague voted aye, Woodall voted aye, and Roach voted aye

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Marvin Woodall, Chairman

ATTEST: \_\_\_\_\_  
Laneta Unruh, County Clerk

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Mike Roach, Member

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Jay Hague, Member