

April 28, 2025

1. The Board of Mayes County Commissioners met in a regular meeting with all members present: Randy Pierce Chairman, Alva Martin, Vice Chairman and Steve Grossman member, Bonnie Kerr for Brittany True-Howard, Mayes County Clerk. The initial notice of the meeting was received in writing December 13, 2024, and the agenda for this meeting was posted on the lower floor of the Court House at 4:00 p.m. April 24, 2025. Randy Pierce called the meeting to order in compliance with the Open Meeting Law and the following business was done:
2. Commissioner Grossman led the Pledge of Allegiance.
3. Bonnie Kerr led the Invocation.
4. Motion was made by Commissioner Martin, seconded by Commissioner Pierce, to approve the minutes of April 14, 2025 and April 21, 2025. Pierce Yes; Martin, Yes; Grossman, Yes.
5. County Announcements: None
6. Old Business:
  - a) Motion was made by Commissioner Martin, seconded by Commissioner Pierce, to hire Martin Design to create a proposal for the Commissioner Meeting Room and pay a \$2500 design fee. Pierce, Yes; Martin, Yes; Grossman, Yes.
  - b) Motion was made by Commissioner Martin, seconded by Commissioner Grossman, to table agenda item of the Interlocal Agreement between Mayes County Assessor and Municipal Utility Board of the City of Pryor per Jerry Lee. Pierce, Yes; Martin, Yes; Grossman, Yes.
7. New Business: NONE
8. Motion was made by Commissioner Pierce, seconded by Commissioner Grossman, approve an appropriation of \$275,755.56 for T County and the following Cash Accounts: \$34,663.08 to 1103, CBRI Fund; \$47,481.46 to 1201, E-911 Fund; \$200.00 to 1204, CAR; \$1,938.00 to 1208, CCLF; \$6,550.00 to 1209, County Clerk RMP; \$49,223.15 to 1220, Resale Fund; \$10,872.18 to 1223, Sheriff Commissary; \$124,085.03 to 1226, Sheriff Service Fee; \$750.00 to 1230, TCFA; \$8,602.29 to 1241, Rental of County Property; \$33,648.06 to 1306, Courthouse Maintenance (PFA); \$100,944.18 to 1309, Fair Improvement; \$67,406.64 to 1315, Jail Sales Tax (CJSTR); \$67,989.76 to 1319, Sheriff Sales Tax Revolving; \$134,518.04 to 1321, Firefighters Sales Tax; \$2,880.07 to 1566, American Rescue Plan; \$1,552.08 to 7205, to Law Library; \$2,325.00 to 7206, Drug Court; \$5,090.00 to 7207, Mental Health Court Program; \$2,005.77 to 7210, Court Clerk RM&P; \$700,000.00 to 7506, Emergency Transportation Revolving. Pierce, Yes; Martin, Yes; Grossman, Yes.
9. Motion was made by Commissioner Martin, seconded by Commissioner Pierce, to approve remainder of funds and request for Funds #1 from Mayes County Rural Water District #5, Grant #2, for \$223,912.80 for the purchase of a truck with utility bed, and excavator and trailer, and a generator, electric, and pad. Pierce, Yes; Martin, Yes; Grossman, Yes.
10. Motion was made by Commissioner Pierce, seconded by Commissioner Martin, to approve proposed action regarding Town of Locust Grove's request for an extension and redirection the balance of funds, \$96,400 from ARPA Grant, to purchase and install Booster Station. Pierce, Yes; Martin, Yes; Grossman, Yes.
11. Motion was made by Commissioner Martin, seconded by Commissioner Grossman, to TABLE approval of Cost Sharing Agreement between Mayes County District 1 and City of Tulsa for E 4675/Waterline Rds. Pierce, Yes; Martin, Yes; Grossman, Yes.
12. Motion was made by Commissioner Pierce, seconded by Commissioner Martin, to approve transfer of funds for Langley Fire Department. Pierce, Yes; Martin, Yes; Grossman, Yes.
13. Motion was made by Commissioner Martin, seconded by Commissioner Pierce, concerning approval of Policies in the Mayes County Employee Handbook. Pierce, Yes; Martin, Yes; Grossman, Yes. All the Elected Officials voted to approve the following:
  - 13.1. Longevity Pay – Approved, but will revisit in a later meeting regarding the rates
  - 13.2. When an employee has separation of employment from the county, should they be paid out for ALL their VL time they have left if it exceeds the amount they are allowed to have - At the time of separation, an employee will not be paid in excess of the maximum accrual rate. Also discussed was that an employee will only be able to carryover a monthly accrual amount of VL for 30 days. (We also discussed keeping the maximum amount of SL an employee can accrue to 1040 hours.)
  - 13.3. Employees being paid straight time for VL and not receive comp time if it places them in overtime – This was originally noted to remove from our handbook, but it was voted yesterday to KEEP this in the handbook.
  - 13.4. Training and Employee Development – We discussed including more detailed information about what our training requirements are. It was voted to rewrite this section to include what is required of each Elected Official, 1<sup>st</sup> Deputy, and Deputy Clerks. It was decided that each office, by the 15<sup>th</sup> of January, will turn in a “compliance” letter or information spreadsheet to the County Clerk's Office that shows our certifications for each employee, or the progress that each employee has made towards their certification.
  - 13.5. Lactation Policy - Approved to be added to our handbook.
  - 13.6. Accommodations for Pregnant Employees – Approved to be added to our handbook.

(Not numbered items discussed)

- Employee benefits will begin the 1<sup>st</sup> of the month following their hire date.

- Reporting Missing/Stolen/Broken County Property must be reported to the officer/Elected Official and then the Elected Official must report the incident to the BOCC Chairman.
- Agreed to adopt the Firearm Policy from the ACCO manual
- Agreed to adopt the FMLA Policy from the ACCO manual
- Agreed to revise the Internal Investigations and Searches/ Right of Inspection sections to reflect that the MCSO will not search unless they have a warrant or exigent circumstance.
- Regarding the hours of Operation for the Courthouse – 9:00 a.m. to 5:00 p.m. will be working hours for all offices. Security will open doors at 8:30 a.m. Offices to coordinate with Sheriff's Office for special situations (Elections, June Resale, Jury Terms, etc that would require the Courthouse to open before 8:30 a.m.)

14. Motion was made by Commissioner Martin, Seconded by Commissioner Grossman, to approve New Event Center for May:
- 1. Grand Gateway Banquet -May 1, 2025
  - 2. Horner Wedding Reception-May 3, 2025
  - 3. Stephanie Taylor- May 3, 2025
  - 4. DAV Wellness Fair-May 8, 2025
  - 5. OOWA-Stem Showcase May 9, 2025
  - 6. Melissa McClendon-Graduation Party May 17, 2025
  - 7. Niecca Pruitt-Graduation May 18, 2025
  - 8. Anita Panther-Graduation Party May 24, 2025
  - 9. Hortencia Fuentes-Graduation Party May 25, 2025
  - 10. Northeast Tech-Company Picnic Mayes 28, 2025
  - 11. Pryor FFA-Rabbit Show Mayes 30-31, 2025, Pierce, Yes; Martin, Yes; Grossman, Yes.
15. Access Agreements: NONE
16. Utility Permits: NONE
17. Motion was made by Commissioner Martin, Seconded by Commissioner Grossman, for payment of Claims, including but not limited to payroll claims. Pierce, Yes; Martin, Yes; Grossman, Yes.
- 2024-2025 911-W/H: 348,EGID, 699.34; 349,OPERS, 4913.83; 351,RCB, 5965.53.  
CRT W/H: 102,OPERS, 2403.36; 104,RCB, 2264.46.  
GEN-W/H: 3901,OPERS, 21788.36; 3904,RCB, 25829.93; 4015,EGID, 117588.70; 4018,MASA, 1757.00;  
4020,OPERS, 387.12; 4021,OPERS, 90672.78; 4024,PREMED DEF, 9200.41; 4026,RCB, 93857.79.  
HWY-W/H: 1653,RCB, 715.56.  
CJSTR-W/H: 247,OPERS, 3807.20; 249,PRE MED DEF, 222.67; 250,RCB, 4038.24.  
STR-W/H: 310,OPERS, 3771.24; 312,RCB, 2671.49.
18. Motion was made by Commissioner Martin, seconded by Commissioner Grossman, to approve the blanket purchase orders. Pierce, Yes; Martin, Yes; Grossman, Yes.
19. Motion was made by Commissioner Martin, seconded by Commissioner Pierce, to adjourn. Pierce, Yes; Martin, Yes; Grossman, Yes

\*\*\*\*\*

Approved this May 5, 2025

(SEAL)

BOARD OF MAYES COUNTY COMMISSIONERS

S/RANDY PIERCE\_\_\_\_\_

CHAIRMAN

ATTEST:

\_\_\_\_\_

MEMBER

S/BRITTANY TRUE-HOWARD

COUNTY CLERK

S/STEVE GROSSMAN\_\_\_\_\_

MEMBER

**Mayes County does not discriminate on the basis of handicapped status in its admission to, or access to, or treatment in or employment in its programs or activities.**