

Minutes of the Woodward County Commissioners May 22, 2023, at 10:00 a.m. in the Woodward County Courthouse Civil Room

Meeting was called to order by Chairman Troy White with Vice-Chairman Clint White & Member Donny Thorn present. Also present were Wendy Dunlap, Johnny McMann, Bailey Kafke, Sheriff Kevin Mitchell, DA Chris Boring, Jonna Schmidt, Jennifer Wheeler, Rayna Merklin, Tammy Roberts, Mistie Dunn & Karen Devon. Statement of Compliance was acknowledged we have a quorum agenda was filed & posted May 18 @ 2:00 p.m. Invocation followed by Pledge of Alliance. Motion was made by C. White to approve minutes of previous meeting seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. C. White reported that Mutual has received a \$126,000 CBDG grant for streets. Zoom meeting was held with Amanda from Kellpro about the county going to bi-monthly pay periods, in order to prevent employees from getting paid for time they did not work., there are a few issues to be worked out with overtime, C. White stated he would get with Custer County & see how they handle their employees with overtime. Amanda reported you can do the overtime by day or keep 7-day work week with over 40 hours per week, but you have to keep total of what hours were paid when for overtime motion was made by C. White to table Resolution R-23-32 adopting bi-monthly payroll schedule for all Woodward County Employees effective FY 2023/2024 until more details are worked out regarding overtime seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to table Notice to employees regarding payroll change until details are figured out for the bi-monthly payroll seconded by Thorn Roll Call Thorn-yes, C. White & T. White-yes. C. White reported he is trying to figure out a way to pay for employee dental & vision insurance also looking into paying a portion of dependent health insurance, including a survey to all employees to see how many it would apply to for dependent insurance. HR segregation of duties, it is allowable by the auditors to separate the insurance & retirement reports from the HR duties, it was discussed taking the HR out of the county clerk's office because if someone reported a complaint against the county clerk's office it would be hard to handle, it will be addressed in an officers meeting. Motion was made by C. White to approve AIA Document B101 standard form between Woodward County & Architect (Schemmer) in order to have plans drawn up for ADA regulations for the front of the courthouse & other security & safety changes later on seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to approve Resolution R-23-25 based upon Internal Revenue Service Regulations, the Oklahoma State Auditor's Office recommends certain compensation procedures as required by the Fair Labor Standards Act, election workers working part-time hours for any election may not be compensated as contract labor & are to be compensated as a part of the regular monthly payroll process 2023/2024 seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to approve Resolution R-23-26 authorizing the county treasurer of Woodward County to credit to county highway accounts the interest monies accrued from county highway funds, said interest shall accrue from July 1, 2023 to June 30, 2024 seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to approve Resolution R-23-27 re-direct the county use tax as created in Resolution R-09-66 dated 8/31/09 to county general use tax fund fiscal year 2023/2024 seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to approve Resolution R-23-28 Board of Woodward County Commissioners hereby resolves at a regular meeting of the Board of Woodward County Commissioners that is deemed necessary to pay the salary for each Woodward County Commissioner from the Woodward County General Fund for fiscal 2023/2024 seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to approve resolution R-23-

29 disposing of a MacBook Lap Top for Mooreland Fire Department to be junked seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to approve Resolution R-23-30 Investment Policy to authorize & direct the Woodward County Treasurer as to the investment of county monies in her custody Fiscal Year 2023/2024 seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to approve Purchase Orders Batch #175 seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to approve Resolution R-23-31 Disposing of 12 ea. Body Armor, Roper Refrigerator, Gold Metal Popcorn popper & Bunn Coffee Maker seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. Motion was made by C. White to approve 4-Week Payroll seconded by Thorn Roll Call Thorn-yes, C. White-yes & T. White-yes. As there was no other business before the board at this time a motion was made by T. White to adjourn seconded by C. White Voting: All Ayes.