

BOARD OF COUNTY COMMISSIONERS  
PITTSBURG COUNTY, OKLAHOMA

FILED

DATE: OCTOBER 3, 2022  
TIME: 9:00 A.M.  
PLACE: COUNTY COMMISSIONERS CONFERENCE ROOM  
PITTSBURG COUNTY COURTHOUSE  
115 EAST CARL ALBERT PARKWAY  
MCALESTER, OKLAHOMA

SEP 30 2022  
TIME 8:47 AM  
HOPE TRAMMELL, COUNTY CLERK  
PITTSBURG COUNTY  
BY \_\_\_\_\_ DEPUTY

NOTE: FOR COPIES OF ITEMS ON THIS AGENDA, PLEASE CONTACT OUR OFFICE AT 918-423-1338 AND WE WILL BE HAPPY TO EMAIL THEM TO YOU.

\*\*CONSIDERATION, DISCUSSION AND POSSIBLE ACTION TO BE TAKEN ON THE FOLLOWING LISTED ITEMS ON THE AGENDA\*\*

1. CALL MEETING TO ORDER

2. ROLL CALL:

KEVIN SMITH	-	CHAIRMAN
CHARLIE ROGERS	-	VICE-CHAIRMAN
ROSS SELMAN	-	MEMBER

3. APPROVAL OF AGENDA

4. APPROVE/DISAPPROVE MEETING MINUTES

A. Regular Meeting Minutes from September 26, 2022

5. RECOGNITION OF GUESTS/PUBLIC COMMENTS

Persons addressing the Board should state their name and address for the record and will be limited in duration at the discretion of the Chairman. Comments are limited to items of the agenda.

6. OFFICIALS - DEPARTMENT REPORTS

A. Board of County Commissioners

i. Southeast Oklahoma Library System Audit for year ending June 30, 2022

B. Animal Shelter

i. Director's Report for August 2022

C. County Clerk

i. Exceeded Purchase Order Report as of September 26, 2022

7. FISCAL TRANSACTIONS

A. CLAIMS AND PURCHASE ORDERS

B. TRANSFERS

C. OFFICIAL'S MONTHLY REPORTS

D. BLANKET PURCHASE ORDERS

E. FUEL BIDS

8. UNFINISHED BUSINESS

- A. Approve/Disapprove Certificate of Authority to establish a cemetery – District 1

9. AGENDA ITEMS

- A. Approve/Disapprove Proclamation proclaiming October as 4-H Month in Pittsburg County
- B. Approve/Disapprove Proclamation proclaiming October as Domestic Violence Awareness Month in Pittsburg County
- C. Approve/Disapprove Pay Application No. 09 to Trane US, Inc for the HVAC Replacement Project at the Pittsburg County Jail, Project No. ARPA-21.002
- D. Resolution 23-064 to cancel Purchase Order – Shady Grove Volunteer Fire Department
- E. Resolution 23-065 to declare surplus and transfer – District 1
- F. Resolution 23-066 to cancel Purchase Order – District 1
- G. Resolution 23-067 to cancel Purchase Order – Sheriff
- H. Resolution 23-068 to declare Burn Ban
- I. Resolution 23-069 to advertise for One (1) used, 10 Wheel dump truck, lease purchase with financing included – District 2
- J. Executive Session
  - i. To perform personnel performance evaluation for Kevin Enloe, Emergency Management Director, pursuant to Oklahoma Statutes, Title 25 § 307.B.1
  - ii. To perform personnel performance evaluation for Michelle Van Pelt, Animal Shelter Director, pursuant to Oklahoma Statutes, Title 25 § 307.B.1
  - iii. To perform personnel performance evaluation for Sandra Crenshaw, First Deputy, BOCC, pursuant to Oklahoma Statutes, Title 25 § 307.B.1

10. NEW BUSINESS

- A. Consideration and Possible Action with respect to any other matters not known about or which could not have been foreseen prior to posting this agenda.

11. ROAD CROSSING PERMIT

None.

12. 10:00 A.M. - BID OPENINGS

- A. Bid No. 4 – Re-advertise for One (1) Used Pumper/Tanker, Lease Purchase with financing included for Shady Grove Volunteer Fire Department

13. 10:00 A.M. – PUBLIC HEARINGS

14. RECESS OR ADJOURNMENT

  
Clerk

**PITTSBURG COUNTY COMMISSIONER  
OCTOBER 3, 2022  
MEETING MINUTES**

The Board of County Commissioners, Pittsburg County, met in regular session on October 3, 2022 at 9:00 A.M., Meeting held in the County Commissioners Conference Room, after proper notice and agenda were posted indicating time and date. Agenda was posted at 8:47 A.M., September 30, 2022.

**1. CALL MEETING TO ORDER:** The meeting was called to order by Chairman Smith.

**2. ROLL CALL:** Roll was called.

Kevin Smith	Present
Charlie Rogers	Present
Ross Selman	Absent

**3. APPROVAL OF AGENDA:** Rogers made a motion to approve the agenda with a correction to item 13 to add the previously scheduled and published public hearing for the petition to close the roads within Jones Academy; seconded by Smith.

**AYE:** Kevin Smith  
Charlie Rogers

**NAY:** None.

Motion Passed.

**4. APPROVE/DISAPPROVE MINUTES FROM:**

**A. REGULAR MEETING MINUTES FROM SEPTEMBER 26, 2022:** The minutes from the previous meeting, September 26, 2022 regular meeting were read. Rogers made a motion to approve the minutes; seconded by Smith.

**AYE:** Kevin Smith  
Charlie Rogers

**NAY:** None.

Motion Passed.

**5. RECOGNITION OF GUESTS/PUBLIC COMMENTS:** None.

The board moved down the agenda to item 9A.

**9. AGENDA ITEMS:**

**A. APPROVE/DISAPPROVE PROCLAMATION PROCLAIMING OCTOBER AS 4-H MONTH IN PITTSBURG COUNTY:** Greg Owen stated that Pittsburg has the largest 4-H program in the state, with the largest group of team leaders ever. Janessa Dugger the State 4-H Reporter read the proclamation. Smith made a motion to approve the proclamation; seconded by Rogers.

AYE: Kevin Smith  
Charlie Rogers

NAY: None.

Motion Passed.

**Selman joined the meeting at 9:03 A.M.**

**B. APPROVE/DISAPPROVE PROCLAMATION PROCLAIMING OCTOBER AS DOMESTIC VIOLENCE AWARENESS MONTH IN PITTSBURG COUNTY:** Smith read the proclamation. Rogers made a motion to approve the proclamation; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**The board moved back up the agenda to item 6.**

**6. OFFICIALS – DEPARTMENT REPORTS:**

**A. BOARD OF COUNTY COMMISSIONERS:**

**i. SOUTHEAST OKAHOMA LIBRARY SYSTEM AUDIT FOR YEAR ENDING JUNE 30, 2022:** The board reviewed the audit report.

**B. ANIMAL SHELTER:**

**i. DIRECTOR'S REPORT FOR AUGUST 2022:** Michele Van Pelt presented the August report for the animal shelter. The board reviewed the report.

**C. COUNTY CLERK:**

**i. EXCEEDED PURCHASE ORDER REPORT AS OF SEPTEMBER 26, 2022:** Smith read the exceeded purchase order report.

**7. FISCAL TRANSACTIONS:**

**A. CLAIMS AND PURCHASE ORDERS:** Smith made a motion to approve the purchase orders for payment after review and signature; seconded by Selman.



AYE: Kevin Smith  
 Charlie Rogers  
 Ross Selman

NAY: None.

Motion Passed.

**B. TRANSFERS:** Smith made a motion to approve all transfers; seconded by Selman.

AYE: Kevin Smith  
 Charlie Rogers  
 Ross Selman

NAY: None.

Motion Passed.

**C. OFFICIAL'S MONTHLY REPORTS:** Selman made a motion to approve the monthly reports of officers; seconded by Smith.

AYE: Kevin Smith  
 Charlie Rogers  
 Ross Selman

NAY: None.

Motion Passed.

**D. BLANKET PURCHASE ORDERS:**

DEPT	PO	AMOUNT	VENDOR
Building Maintenance	3059	\$ 550.00	H2O Depot
District Attorney	3060	\$ 100.00	H2O Depot
Building Maintenance	3061	\$ 400.00	Unifirst
District Attorney	3062	\$ 50.00	OTA Pikepass
Emergency Mgmt	3063	\$ 40.00	OTA Pikepass
Emergency Mgmt	3064	\$ 500.00	Walmart
Jail	3065	\$ 400.00	Walmart
Jail	3066	\$ 300.00	Walmart
Emergency Mgmt	3067	\$ 1,500.00	Lowes
Emergency Mgmt	3068	\$ 500.00	Kiamichi Automotive
Ashland Fire Dept	3069	\$ 500.00	Kiamichi Automotive
Blanco Fire Dept	3070	\$ 500.00	Kiamichi Automotive
Tannehill Fire Dept	3071	\$ 500.00	Kiamichi Automotive
Emergency Mgmt	3072	\$ 212.00	Prokill
Ashland Fire Dept	3073	\$ 126.00	Prokill
Fire Fighters Assoc	3074	\$ 216.00	Prokill
Emergency Mgmt	3075	\$ 500.00	Holman's Fast Lube
Canadian Fire Dept	3076	\$ 300.00	Eufaula Auto Parts
Health Dept	3077	\$ 120.00	ST Francis Health Sys
Emergency Mgmt	3078	\$ 300.00	Cintas

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DEPT	PO	AMOUNT	VENDOR
Jail	3079	\$ 200.00	Cintas 1 <sup>st</sup> Aid
Blue Fire Dept	3080	\$ 1,000.00	Titus Snow
Fire Fighters Assoc	3081	\$ 2,000.00	Clifford Power
Jail	3082	\$ 500.00	O'Reilly's
Jail	3083	\$ 400.00	Pepsi Cola
Jail	3084	\$ 400.00	T&W Tire
Jail	3085	\$ 300.00	Atwood's
Sheriff	3086	\$ 800.00	Flower's Baking Co
Sheriff	3087	\$ 500.00	Hiland Dairy
Sheriff	3088	\$ 500.00	Pepsi Cola
Sheriff	3089	\$ 500.00	Little Caesars
Emergency Mgmt	3090	\$ 500.00	Staples
Emergency Mgmt	3091	\$ 500.00	Atwood's
District Attorney	3092	\$ 1,000.00	Comdata
Visual Inspection	3093	\$ 700.00	Comdata
Sheriff	3094	\$10,000.00	Comdata
Jail	3095	\$ 2,500.00	Comdata
Emergency Mgmt	3096	\$ 2,000.00	Comdata
Alderson Fire Dept	3097	\$ 1,000.00	Comdata
Ashland Fire Dept	3098	\$ 1,000.00	Comdata
Blanco Fire Dept	3099	\$ 1,000.00	Comdata
Blue Fire Dept	3100	\$ 1,000.00	Comdata
Bugtussle Fire Dept	3101	\$ 700.00	Comdata
Canadian Fire Dept	3102	\$ 1,000.00	Comdata
Canadian Shores Fire Dept	3103	\$ 1,000.00	Comdata
High Hill Fire Dept	3104	\$ 1,000.00	Comdata
Haileyville Fire Dept	3105	\$ 1,000.00	Comdata
Haywood/Arpelar Fire Dept	3106	\$ 1,000.00	Comdata
Highway 9 Fire Dept	3107	\$ 1,000.00	Comdata
Indianola Fire Dept	3108	\$ 1,000.00	Comdata
Russellville Fire Dept	3109	\$ 1,000.00	Comdata
Sam's Point Fire Dept	3110	\$ 1,000.00	Comdata
Shady grove Fire Dept	3111	\$ 1,000.00	Comdata
Tannehill Fire Dept	3112	\$ 1,000.00	Comdata
Pittsburg Fire Dept	3113	\$ 48.00	Prokill
District #1	3114	\$ 50.00	OTA Pikepass
Asphalt Plant	3115	\$ 50.00	H2O Depot
Asphalt Plant	3116	\$ 300.00	Comdata
District #2	3117	\$ 200.00	Unifirst 1 <sup>st</sup> Aid
Animal Shelter	3118	\$ 200.00	Unifirst
District #1	3119	\$ 1,000.00	Unifirst
District #2	3120	\$ 50.00	OTA Pikepass
District #2	3121	\$ 1,500.00	Rinker's Automotive
Asphalt Plant	3122	\$ 300.00	Kiamichi Automotive
Animal Shelter	3123	\$ 200.00	Comdata
Expo	3124	\$ 300.00	Comdata
District #2	3125	\$ 1,500.00	Kiamichi Automotive
District #3	3126	\$ 7,000.00	Comdata
District #3	3127	\$ 100.00	OTA Pikepass
District #1	3128	\$ 1,000.00	Yellowhouse Mach.

DEPT	PO	AMOUNT	VENDOR
District #3	3129	\$ 1,000.00	Kiamichi Automotive
District #2	3131	\$ 100.00	Alderson Regional Landfield
District #1	3132	\$ 500.00	Kiamichi Automotive
Animal Shelter	3133	\$ 80.00	Prokill
Asphalt Plant	3134	\$ 200.00	Cintas
District #2	3135	\$ 300.00	H2O Depot
Expo	3137	\$ 400.00	Comdata
Animal Shelter	3138	\$ 125.00	H2O Depot
District #2	3139	\$ 2,000.00	Unifirst
District #1	3140	\$ 3,000.00	Comdata
Asphalt Plant	3141	\$ 200.00	O'Reilly's
District #2	3142	\$ 300.00	H2O Depot
Asphalt Plant	3143	\$ 200.00	O'Reilly's
District #1	3144	\$ 1,000.00	Rinker's Automotive
District #1	3148	\$ 500.00	O'Reilly's

Smith made a motion to approve the blanket purchase order; seconded by Selman.

AYE: Kevin Smith  
 Charlie Rogers  
 Ross Selman

NAY: None.

Motion Passed.

**E. FUEL BIDS:** The Following fuel bids were received.

VENDOR	UNLEADED NON ETHANOL	UNDYED LOW S. DIESEL	DYED LOW S. DIESEL	PROPANE
RAM INC.	3.3700	3.6700	3.6700	2.4900
HOOTEN	3.82934	3.95424	3.95774	No Bid
HOPKINS	3.7600	4.0400	4.0400	2.4900

Selman made a motion to award unleaded, undyed low sulfur diesel and dyed low sulfur diesel to Ram and propane to Ram and Hopkins with the stipulation that if the vendor cannot deliver, to move to the next lowest bidder and that the fuel bids are for today only; seconded by Rogers.

AYE: Kevin Smith  
 Charlie Rogers  
 Ross Selman

NAY: None.

Motion Passed.

**8. UNFINISHED BUSINESS:**

**A. APPROVE/DISAPPROVE CERTIFICATE OF AUTHORITY TO ESTABLISH A CEMETERY – DISTRICT 1:** Smith read the certificate of Authority. Smith made a motion to approve the Certificate of Authority; seconded by Rogers.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**The board moved down the agenda to item 9C.**

**9. AGENDA ITEMS:**

**C. APPROVE/DISAPPROVE PAY APPLICATION NO. 9 TO TRANE US, FOR THE HVAC REPLACEMENT PROJECT AT THE PITTSBURG COUNTY JAIL, PROJECT NO. ARPA-21.002:** Smith made a motion to strike the item from the agenda; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**D. RESOLUTION 23-064 TO CANCEL PURCHASE ORDER – SHADY GROVE VOLUNTEER FIRE DEPARTMENT:** Smith read the resolution stating purchase order 2721. Rogers made a motion to cancel the purchase order; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**E. RESOLUTION 23-065 TO DECLARE SURPLUS AND TRANSFER – DISTRICT 1:**

Smith read the resolution stating the following item.

DESCRIPTION	ITEM #	SERIAL/VIN #
2022 Ford F-150	D-301.176	IFTFW1E5XNFB03482

Rogers made a motion to approve the resolution; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**F. RESOLUTION 23-066 TO CANCEL PURCHASE ORDER – DISTRICT 1:** Smith made a motion to table the item from the agenda; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**G. RESOLUTION 23-067 TO CANCEL PURCHASE ORDER - SHERIFF:** Smith read the resolution stating purchase order 3575. Rogers made a motion to cancel the purchases order; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**H. RESOLUTION 23-068 TO DECLARE BURN BAN:** Kevin Enloe stated that there is no rain in the forecast. Enloe said that burn ban poll all fire departments were in favor except for 1 and that the county is in exception drought conditions. Enloe said that the long-term forecast doesn't look to change until the end of November. Enloe explained that the fir behavior is bad. Smith made a motion to set a 14 day burn ban; seconded by Rogers.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**I. RESOLUTION 23-069 TO ADVERTISE FOR ONE (1) USED, 10 WHEEL DUMP TRUCK, LEASE PURCHASE WITH FINANCING INCLUDED – DISTRICT 2:** Smith made a motion to approve the resolution; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**J. EXECUTIVE SESSION:**

**i. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR KEVIN ENLOE, EMERGENCY MANAGEMENT DIRECTOR, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:**

**ii. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR MICHELLE VAN PELT, ANIMAL SHELTER DIRECTOR, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:**

**iii. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR SANDRA CRENSHAW, FIRST DEPUTY, BOCC, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:** Selman made a motion to go into executive session; seconded by Smith.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**1. CALL MEETING TO ORDER:** The meeting was called back to order by Chairman Smith.

**2. ROLL CALL:** Roll was called.

Kevin Smith	Present
Charlie Rogers	Present
Ross Selman	Present

**J. EXECUTIVE SESSION:**

**i. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR KEVIN ENLOE, EMERGENCY MANAGEMENT DIRECTOR, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:**

**ii. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR MICHELLE VAN PELT, ANIMAL SHELTER DIRECTOR, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:**

**iii. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR SANDRA CRENSHAW, FIRST DEPUTY, BOCC, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:** Smith made a motion to go out of executive session back into regular; seconded by Rogers.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**10. NEW BUSINESS:**

**A. CONSIDERATION AND POSSIBLE ACTION WITH RESPECT TO ANY OTHER MATTERS NOT KNOWN ABOUT OR WHICH COULD NOT HAVE BEEN FORESEEN PRIOR TO POSTING THIS AGENDA:** None.

**11. ROAD CROSSING PERMIT:** None.

**12. 10:00 A.M. - BID OPENINGS:**

**A. BID NO. 4 – RE-ADVERTISE FOR ONE (1) USED PUMPER/TANKER, LEASE PURCHASE WITH FINANCING INCLUDED FOR SHADY GROVE VOLUNTEER FIRE DEPARTMENT:** The following bids were received.

VENDOR	AMOUNT
Deep South Fire Trucks	\$277,103.00
Still Auto	\$300,000.00
Still Auto	\$325,000.00

Smith made a motion to accept the bids as opened and table for review; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**13. 10:00 A.M. – PUBLIC HEARINGS:**

**A. TO CLOSE ROADS LOCATED IN SECTIONS 21 & 28, TOWNSHIP 5 NORTH, RANGE 17 EAST – DISTRICT 1:** Smith stated that no one was present against the closing of the roads. Patrick Moore, Jones Academy Superintendent stated that they have requested the roads closing for safety concerns. Moore stated that they have a large number of children and the traffic on the roads does not abide by the speed limits. Moore said that they are trying to take preventative measures. Smith explained the public hearing process and that the board will make a decision next week. Rogers stated that the members of the public that he was contacted by were all for the closing.

**The board moved back up the agenda to item 9J.**

**J. EXECUTIVE SESSION:**

**i. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR KEVIN ENLOE, EMERGENCY MANAGEMENT DIRECTOR, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:**

**ii. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR MICHELLE VAN PELT, ANIMAL SHELTER DIRECTOR, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:**

**iii. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR SANDRA CRENSHAW, FIRST DEPUTY, BOCC, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:** Smith made a motion to go back into executive session; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.

**1. CALL MEETING TO ORDER:** The meeting was called back to order by Chairman Smith.

**2. ROLL CALL:** Roll was called.

Kevin Smith	Present
Charlie Rogers	Present
Ross Selman	Present

**J. EXECUTIVE SESSION:**

**i. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR KEVIN ENLOE, EMERGENCY MANAGEMENT DIRECTOR, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:**

**ii. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR MICHELLE VAN PELT, ANIMAL SHELTER DIRECTOR, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:**

**iii. TO PERFORM THE PERSONNEL PERFORMANCE EVALUATION FOR SANDRA CRENSHAW, FIRST DEPUTY, BOCC, PURSUANT TO OKLAHOMA STATUTES, TITLE 25 § 307.B.1:** Smith made a motion to go out of executive session back into regular session; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed.



**14. ADJOURNMENT/RECESS:** There being no further business brought before the board; Smith made a motion to sign all approved claims and adjourn; seconded by Selman.

AYE: Kevin Smith  
Charlie Rogers  
Ross Selman

NAY: None.

Motion Passed. Meeting Adjourned.

# Purchase Orders By Account

Fiscal Year : 2022-2023

Date Range: 10/03/2022 to 10/03/2022

PO	Warrant No.	Vendor Name	Purpose	Amount
<b>Animal Shelter</b>				
<b>1316-1-8020-2005</b>				
002233	000180	ECOLAB INC.	GLOVES ETC	\$ 499.70
002579	000181	MWI VET SUPPLY	VET SUPPLIES	\$ 1,636.11
002655	000182	WALMART COMMUNITY CARD	KENNEL SUPPLIES	\$ 321.12
002735	000183	ZOETIS US LLC	VACCINES	\$ 2,176.00
002737	000184	MWI VET SUPPLY	VET SUPPLIES	\$ 1,107.74
002740	000185	ATWOODS	PELLETS ETC	\$ 402.34
002741	000186	WALMART COMMUNITY CARD	KENNEL SUPPLIES	\$ 97.51
002770	000187	AMAZON CAPITAL SERVICES INC.	URNS	\$ 509.70
002863	000188	ACC BUSINESS	MONTHLY INTERNET SE	\$ 254.31
002966	000189	MWI VET SUPPLY	VET SUPPLIES	\$ 1,404.52
002970	000190	VYVE BROADBAND	MONTHLY SERVICE	\$ 75.82
003017	000191	WALMART COMMUNITY CARD	DOG AND CAT FOOD	\$ 55.82
003018	000192	CENTER, EWELL	VET SERVICES	\$ 700.00
<b>Total:</b>				<b>\$ 9,240.69</b>
<b>ARPA 2021</b>				
<b>1566-1-2000-2005</b>				
002885	000035	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 20.63
002886	000036	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 43.53
002887	000037	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 20.63
002888	000038	LINGO COMMUNICATIONS	MONTHLY SERVICE	\$ 157.94
002889	000039	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 36.89
002890	000040	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 139.60
003015	000041	LOCKE HEATING & COOLING SUPPLY	HVAC REPAIR	\$ 2,539.69
003016	000042	K-BAR CRANE SERVICES LLC	EQUIPMENT RENTAL	\$ 1,800.00
003046	000043	ALEXANDERS REFRIGERATION	HVAC REPAIR	\$ 8,880.00
<b>Total:</b>				<b>\$ 13,638.91</b>
<b>CBRI</b>				
<b>1103-6-4100-2075</b>				
002036	000020	ERAGON ASPHALT & EMULSIONS	DEMURRAGE	\$ 297.50
<b>Total:</b>				<b>\$ 297.50</b>

PO	Warrant No.	Vendor Name	Purpose	Amount
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**Control Substance**

7301-1-0200-1110	002990	000007	DISTRICT ATTORNEYS COUNCIL	
			PERSONAL SERVICES	\$ 2,500.00
			<b>Total:</b>	<b>\$ 2,500.00</b>

**Donations**

1235-1-8020-2202	002976	000012	WALMART COMMUNITY CARD	
			DOG TREATS ETC.	\$ 357.09
			<b>Total:</b>	<b>\$ 357.09</b>
1235-2-0400-2201	002738	000011	POSITIVE PROMOTIONS INC.	
			EDUCATIONAL SUPPLIES	\$ 418.24
			<b>Total:</b>	<b>\$ 418.24</b>

**Drug Court**

7206-1-1900-2005	002496	000046	REDWOOD TOXICOLOGY LABORATOR	
			DRUG TESTING SUPPLIE	\$ 752.00
			MURPHY, ROBERT	\$ 100.00
			OVERPAYMENT	\$ 100.00
			<b>Total:</b>	<b>\$ 852.00</b>

**Econ Dev Trust**

7603-4-0500-2005	000272	000066	BEMAC SUPPLY	
			SHOP SUPPLIES	\$ 14.92
			BEMAC SUPPLY	\$ 939.30
			PARTS & SUPPLIES	\$ 25.37
			BEMAC SUPPLY	\$ 608.66
			BREAKER	\$ 159.00
			ACC BUSINESS	\$ 608.66
			MONTHLY INTERNET SE	\$ 608.66
			BANNER	\$ 159.00
			STIGLER PRINTING	\$ 159.00
			<b>Total:</b>	<b>\$ 1,747.25</b>

**Emergency Mgmt**

1212-2-2700-2005	000416	000042	FACTORY OUTLET STORES HOLDING	
			GPS SYSTEM	\$ 196.60
			LOWES	\$ 1,485.01
			EUFALA FORD	\$ 3,695.22
			BASS PRO SHOPS	\$ 2,939.87
			ACC BUSINESS	\$ 254.32
			CANON FINANCIAL SERVICES	\$ 135.00
			TRUCK REPAIRS	\$ 3,695.22
			GPS ETC	\$ 2,939.87
			MONTHLY SERVICE	\$ 254.32
			COPIER LEASE	\$ 135.00
			MAINTENANCE SUPPLIE	\$ 1,485.01

PO	Warrant No.	Vendor Name	Purpose	Amount
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**Emergency Mgmt**

1212-2-2700-2005				
002880	000048	MILLER OFFICE EQUIPMENT	COPY OVERAGE	\$ 14.30
			<b>Total:</b>	<b>\$ 8,720.32</b>

**General**

<b>0001-1-0100-2005</b>				
002989	001052	BLUE SHIELD TACTICAL SYSTEM LLC	TRAINING	\$ 350.00
002992	001053	PITNEY BOWES INC	POSTAGE METER LEASE	\$ 75.00
			<b>Total:</b>	<b>\$ 425.00</b>

<b>0001-1-0600-2005</b>				
002856	001054	ACC BUSINESS	MONTHLY INTERNET SE	\$ 246.86
			<b>Total:</b>	<b>\$ 246.86</b>

<b>0001-1-1000-2005</b>				
002845	001055	ACCO	REGISTRATION FEE	\$ 95.00
002854	001056	ACC BUSINESS	MONTHLY INTERNET SE	\$ 246.86
			<b>Total:</b>	<b>\$ 341.86</b>

<b>0001-1-1400-1310</b>				
003055	001057	HORN, HEATHER R.	TRAVEL	\$ 148.75
			<b>Total:</b>	<b>\$ 148.75</b>

<b>0001-1-1600-2005</b>				
000641	001058	RENAISSANCE TULSA CONVENTION C	LODGING	\$ 593.28
000660	001059	OSU-CTP	REGISTRATION FEES	\$ 130.00
002852	001060	ACC BUSINESS	MONTHLY INTERNET SE	\$ 246.86
			<b>Total:</b>	<b>\$ 970.14</b>

<b>0001-1-1700-1310</b>				
002987	001061	COSPER, CONCHATTA L.	TRAVEL	\$ 130.63
			<b>Total:</b>	<b>\$ 130.63</b>

<b>0001-1-2200-2005</b>				
002855	001062	ACC BUSINESS	MONTHLY INTERNET SE	\$ 246.86
			<b>Total:</b>	<b>\$ 246.86</b>

<b>0001-1-3300-2005</b>				
001300	001063	LOCKE HEATING & COOLING SUPPLY	MAINTENANCE SUPPLIE	\$ 239.67

PO Warrant No. Vendor Name Purpose Amount

**General**

**0001-1-3300-2005**  
 002565 001064 CUSTOM PRODUCTS CORPORATION SIGNS \$ 176.55  
 002881 001065 A-1 MINI STORAGE STORAGE RENTAL \$ 35.00  
 002882 001066 PIT STOP POP A LOCK CHANGE LOCKS \$ 565.90  
 002891 001067 BEMAC SUPPLY FREON ETC \$ 549.43  
 003045 001068 MCALESTER NEWS CAPITAL & DEM. PUBLICATION \$ 527.55

**Total: \$ 2,094.10**

**0001-2-0400-1310**  
 002833 001069 MORRIS, CHRISTOPHER W. TRAVEL \$ 96.00  
 002834 001070 WESTBROOK, COLTEN J. TRAVEL \$ 206.50  
 002835 001071 MCFARLAND, MATTHEW J. TRAVEL \$ 206.50

**Total: \$ 509.00**

**0001-2-0400-2005**  
 002883 001072 LAW ENFORCEMENT PSYCHOLOGICA TESTING FEES \$ 120.00

**Total: \$ 120.00**

**0001-2-0400-2012**  
 002785 001073 PERFORMANCE FOODSERVICE - LITT INMATE GROCERIES \$ 809.29  
 002800 001074 US FOODS US FOODS \$ 4,463.49  
 002803 001075 SGC FOODSERVICE SGC FOODSERVICE \$ 557.48  
 002968 001076 FLOWERS BAKING CO. OF DENTON FLOWERS BAKING CO. OF DENTON \$ 364.58  
 002995 001077 SGC FOODSERVICE SGC FOODSERVICE \$ 439.74  
 002996 001078 PERFORMANCE FOODSERVICE - LITT PERFORMANCE GROCERIES \$ 1,114.48  
 003024 001079 US FOODS US FOODS \$ 3,939.17

**Total: \$ 11,688.23**

**0001-2-2700-2005**  
 000033 001080 KIAMICHI AUTOMOTIVE WAREHOUSE AUTO PARTS ETC. \$ 63.89

**Total: \$ 63.89**

**0001-4-0500-1310**  
 003036 001081 MORGAN, CASIDHE H. TRAVEL EXPENSES \$ 41.25

**Total: \$ 41.25**

**0001-5-0900-2005**  
 002971 001082 ACC BUSINESS MONTHLY INTERNET SE \$ 254.31

**Total: \$ 254.31**

PO      Warrant No.    Vendor Name      Purpose      Amount

**General**

**0001-6-0800-1310**  
 003013    001083    SELMAN, WILLIAM R.      TRAVEL      \$ 96.00  
**Total:      \$ 96.00**

**0001-6-0800-2005**  
 002851    001084    ACCO      REGISTRATION      \$ 35.00  
 002853    001085    ACC BUSINESS      MONTHLY INTERNET SE      \$ 246.85  
 002877    001086    MILLER OFFICE EQUIPMENT      COLOR COPIES      \$ 31.75  
 002509    001087    STAPLES ADVANTAGE      OFFICE SUPPLIES      \$ 201.71  
**Total:      \$ 515.31**

**Health**

**1216-3-5000-2005**  
 000937    000084    PACE HEAT & AIR      A/C REPAIR      \$ 146.11  
 001446    000085    PACE HEAT & AIR      WATER LINE REPAIR      \$ 283.39  
 002422    000086    PRO KILL INC.      PEST CONTROL      \$ 158.00  
 002634    000087    SANOFI PASTEUR INC      VACCINE      \$ 360.57  
 002716    000088    ULINE INC      CHAIR MAT      \$ 486.37  
 002811    000089    WHITES ELECTRIC      LIGHT BULBS      \$ 395.22  
 002842    000090    BRIGGS PRINTING      BOOKS      \$ 685.00  
 002948    000091    PUBLIC SERVICE CO. OF OKLAHOMA      MONTHLY SERVICE      \$ 3,089.08  
**Total:      \$ 5,603.74**

**Highway**

**1102-6-4100-1310**  
 003010    000746    MATHIS, DONALD W.      TRAVEL      \$ 206.50  
 003011    000747    ROGERS, CHARLES W.      TRAVEL      \$ 206.50  
**Total:      \$ 413.00**

**1102-6-4100-2005**  
 001715    000748    STIGLER STONE      1 1/2" ODOT BASE TYPE      \$ 5,622.35  
 002182    000749    DOLESE      1 1/2" CRUSHER RUN      \$ 4,888.66  
 002222    000750    MCALESTER NEWS CAPITAL & DEM.      PUBLICATION      \$ 61.92  
 002850    000751    ACCO      REGISTRATION      \$ 130.00  
**Total:      \$ 10,702.93**

**1102-6-4100-4110**  
 002486    000752    VERMEER GREAT PLAINS      EQUIPMENT PURCHASE      \$ 78,173.19  
**Total:      \$ 78,173.19**

PO	Warrant No.	Vendor Name	Purpose	Amount
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### Highway

#### 1102-6-4200-2005

002849	000753	ACCO	REGISTRATION	\$ 95.00
003032	000754	MCALESTER AUTO GLASS	WINDOW TINTING	\$ 1,010.00
003035	000755	CENTER POINT ENERGY ARKLA	MONTHLY SERVICE	\$ 52.58

**Total: \$ 1,157.58**

#### 1102-6-4300-2005

002654	000756	WELDON PARTS INC.	SAFETY FLAGS ETC	\$ 130.44
002658	000757	KIAMICHI AUTOMOTIVE WAREHOUSE	A/C COMPRESSOR	\$ 403.86
002683	000758	WELDON PARTS INC.	EMERGENCY LIGHTS	\$ 533.07
002707	000759	FLEET PRIDE	LED LIGHTS	\$ 270.80
002708	000760	FLEET PRIDE	DRIVE SHAFT YOKE	\$ 141.58
002743	000761	P & K EQUIPMENT INC	SWITCH	\$ 69.11
002744	000762	FLEET PRIDE	HOOD PARTS	\$ 65.62
002745	000763	PEPSI-COLA BOTTLING CO.	BOTTLED WATER	\$ 279.00
002778	000764	WELDON PARTS INC.	SEALS	\$ 28.00
002799	000765	BRUCKNER TRUCK SALES INC	NUTS & BOLTS	\$ 75.33
002847	000766	ACCO	REGISTRATION FEE	\$ 95.00

**Total: \$ 2,091.81**

### Hwy-ST

#### 1313-6-8040-2005

002598	000489	KIAMICHI AUTOMOTIVE WAREHOUSE	TOOLS	\$ 95.77
002783	000490	STANDARD MACHINE & WELDING	EQUIPMENT REPAIRS	\$ 1,144.36
003053	000491	RURAL WATER DIST #6	MONTHLY SERVICE	\$ 59.14

**Total: \$ 1,299.27**

#### 1313-6-8041-2005

000369	000492	CINTAS CORPORATION # 618	UNIFORM MAINTENANCE	\$ 289.04
002340	000493	TESSCO	ANTENNA & SUPPLIES	\$ 361.81
002580	000494	STIGLER STONE	1 1/2" ODOT BASE TYPE	\$ 5,624.88
002635	000495	RAM INC	FUEL	\$ 7,225.96
002709	000496	STIGLER STONE	1 1/2" ODOT BASE TYPE	\$ 5,724.82
002776	000497	RAM INC	FUEL	\$ 4,211.76
002779	000498	EUFAULA AUTO PARTS INC	BATTERY	\$ 148.54
002784	000499	RAM INC	FUEL	\$ 3,091.20
002787	000500	ASPHALT ZIPPER	FILTERS ETC	\$ 1,108.66
002792	000501	EUFAULA AUTO PARTS INC	BATTERY	\$ 139.99
002874	000502	WARREN POWER & MACHINERY INC.	EQUIPMENT REPAIR	\$ 16,140.42
002894	000503	STANDARD MACHINE & WELDING	HYDRAULIC HOSE	\$ 132.81
002895	000504	OK TIRE	DELO OIL	\$ 209.19
002898	000505	TRUE VALUE HARTSHORNE	CHAINS AW FILE	\$ 45.96

PO Warrant No. Vendor Name Purpose Amount

Hwy-ST

1313-6-8041-2005

002900	000506	TRUE VALUE HARTSHORNE	CHAINSAW FILE	\$ 21.98
002959	000507	FREEDOM FORD	TRUCK PARTS	\$ 81.05
002965	000508	OK TIRE	SERVICE CALL ETC.	\$ 155.00
003006	000509	TRUE VALUE HARTSHORNE	SPRAYER	\$ 29.99
003034	000510	CENTER POINT ENERGY ARKLA	MONTHLY SERVICE	\$ 50.82

**Total: \$ 44,793.88**

1313-6-8042-2005

000112	000511	DOLESE	8" SURGE	\$ 1,019.40
001374	000512	DOLESE	1 1/2" CRUSHER RUN	\$ 9,792.86
001538	000513	KIAMICHI AUTOMOTIVE WAREHOUSE	PARTS & SHOP SUPPLIE	\$ 1,092.91
001640	000514	DOLESE	1" CRUSHER RUN	\$ 1,428.03
001641	000515	DOLESE	1 1/2" CRUSHER RUN	\$ 9,766.59
001727	000516	OK TIRE	HYDRAULIC FLUID	\$ 290.52
001764	000517	DOLESE	5/8" COVER CHIPS	\$ 5,911.56
001768	000518	DOLESE	1 1/2" CRUSHER RUN	\$ 9,799.21
001801	000519	SOUTHEASTERN TRUCK & TRAILER	RADIOS ETC	\$ 602.32
001834	000520	CANAM ROAD SERVICES	DEF SYSTEM REPAIR	\$ 582.00
002047	000521	G.C. RENTAL CENTER	WHEELS	\$ 84.00
002175	000522	RINKERS AUTO	PARTS & SHOP SUPPLIE	\$ 297.90
002248	000523	P & K EQUIPMENT	AIR BAGS	\$ 477.83
002258	000524	PRO KILL INC.	PEST CONTROL	\$ 74.00
002522	000525	RAM INC	FUEL	\$ 5,232.32
002589	000526	KIRBY SMITH INC.	EQUIPMENT PARTS	\$ 231.12
002597	000527	RAM INC	FUEL	\$ 9,482.32
002632	000528	DISCOUNT STEEL	FLAT STRAP	\$ 30.40
002775	000529	BIZ-TEL	PHONE LINE REPAIR	\$ 275.00
002862	000530	ATLINK SERVICES	MONTHLY SERVICE	\$ 125.00
002872	000531	MCELROY, JILL E.	CONTRACT SERVICES	\$ 350.00
002878	000532	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 248.72

**Total: \$ 57,194.01**

1313-6-8042-4110

002951	000533	WELCH STATE BANK	LEASE PAYOFF	\$ 46,165.53
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**Total: \$ 46,165.53**

1313-6-8043-2005

002165	000534	KIAMICHI AUTOMOTIVE WAREHOUSE	EQUIPMENT PARTS	\$ 851.04
002470	000535	DOLESE	1 1/2" CRUSHER RUN	\$ 4,889.19
002518	000536	YELLOW HOUSE MACHINE	EQUIPMENT PARTS	\$ 1,104.23
002620	000537	RUSH TRUCK CENTER	EQUIPMENT PARTS	\$ 99.80
002626	000538	FLEET PRIDE	GEAR OIL	\$ 818.03
002648	000539	KIRBY SMITH INC.	A/C COMPRESSOR	\$ 724.29



PO      Warrant No.    Vendor Name      Purpose      Amount

**Hwy-ST**

**1313-6-8043-2005**

002696	000540	RAM INC	FUEL	\$ 6,219.84
002875	000541	CENTER POINT ENERGY ARKLA	MONTHLY SERVICE	\$ 99.86
			<b>Total:</b>	<b>\$ 14,806.28</b>

**Jail-ST**

**1315-2-8034-2005**

000537	000248	INDIAN NATION FIRE SPRINKLER	PLUMBING REPAIRS	\$ 852.85
002790	000249	BEMAC SUPPLY	PUMP	\$ 1,964.10
002846	000250	CENTER POINT ENERGY ARKLA	MONTHLY SERVICE	\$ 1,285.11
003012	000251	COMPLIANCE RESOURCE GROUP	DRUG TESTING	\$ 226.28
			<b>Total:</b>	<b>\$ 4,328.34</b>

**Misdemeanor Drug Recovery Fund**

**7211-1-1900-2005**

002477	000014	REDWOOD TOXICOLOGY LABORATOR	DRUG TESTING SUPPLIE	\$ 940.50
			<b>Total:</b>	<b>\$ 940.50</b>

**Rural Fire-ST**

**1321-2-8205-2005**

002857	000264	KIAMICHI ELECTRIC COOPERATIVE	MONTHLY SERVICE	\$ 390.56
002858	000265	KIAMICHI ELECTRIC COOP.	MONTHLY SERVICE	\$ 80.00
			<b>Total:</b>	<b>\$ 470.56</b>

**1321-2-8206-2005**

003038	000266	REPUBLIC SERVICES # 375	MONTHLY SERVICE	\$ 233.91
003039	000267	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 129.07
003040	000268	KIAMICHI ELECTRIC COOPERATIVE	MONTHLY SERVICE	\$ 46.35
			<b>Total:</b>	<b>\$ 409.33</b>

**1321-2-8212-2005**

002984	000269	COOKSON HILLS ELECTRIC COOP.	MONTHLY SERVICE	\$ 94.00
			<b>Total:</b>	<b>\$ 94.00</b>

**1321-2-8214-2005**

002993	000270	KIAMICHI ELECTRIC COOPERATIVE	MONTHLY SERVICE	\$ 156.68
			<b>Total:</b>	<b>\$ 156.68</b>

PO	Warrant No.	Vendor Name	Purpose	Amount
<b>Rural Fire-ST</b>				
<b>1321-2-8215-2005</b>				
002957	000271	ADT SECURITY SERVICES	MONTHLY SECURITY MO	\$ 113.03
002958	000272	PRO KILL INC.	PEST CONTROL	\$ 90.00
			<b>Total:</b>	<b>\$ 203.03</b>
<b>1321-2-8216-2005</b>				
003049	000273	KIAMICHI ELECTRIC COOPERATIVE	MONTHLY SERVICE	\$ 236.16
			<b>Total:</b>	<b>\$ 236.16</b>
<b>1321-2-8222-2005</b>				
003047	000274	CENTER POINT ENERGY ARKLA	MONTHLY SERVICE	\$ 39.87
003048	000275	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 49.94
			<b>Total:</b>	<b>\$ 89.81</b>
<b>1321-2-8223-2005</b>				
002661	000276	T & W TIRE	TIRES	\$ 556.65
			<b>Total:</b>	<b>\$ 556.65</b>
<b>1321-2-8225-2005</b>				
000956	000277	BANNER FIRE EQUIPMENT	SEAL	\$ 182.00
002961	000278	H & H ALARM CO INC	MONTHLY SERVICE	\$ 35.00
			<b>Total:</b>	<b>\$ 217.00</b>
<b>1321-2-8227-2005</b>				
003056	000279	THE BURROWS AGENCY	INSURANCE	\$ 264.00
			<b>Total:</b>	<b>\$ 264.00</b>
<b>SH Commissary</b>				
<b>1223-2-0400-2005</b>				
002789	000062	COMMISSARY EXPRESS	INHOUSE COMMISSARY	\$ 343.72
002817	000063	COMMISSARY EXPRESS	KIOSK FEES	\$ 65.00
002870	000064	CUSTOM TECHNOLOGIES LLC	INMATE COMMISSARY	\$ 1,012.87
003028	000065	US FOODS	INHOUSE COMMISSARY	\$ 229.50
			<b>Total:</b>	<b>\$ 1,651.09</b>
<b>SH Svc Fee</b>				
<b>1226-2-0400-2012</b>				
001913	000442	FLOWERS BAKING CO. OF DENTON	INMATE GROCERIES	\$ 1,420.80

PO	Warrant No.	Vendor Name	Purpose	Amount
<b>SH Svc Fee</b>				
	<b>1226-2-0400-2012</b>			
002455	000443	HILAND DAIRY	INMATE GROCERIES	\$ 496.00
			<b>Total:</b>	<b>\$ 1,916.80</b>
	<b>1226-2-3400-2005</b>			
000063	000444	BEMAC SUPPLY	MAINTENANCE SUPPLIE	\$ 336.55
000764	000445	WALMART COMMUNITY CARD	K-9 SUPPLIES	\$ 156.69
001058	000446	H2O DEPOT	BOTTLED WATER ETC.	\$ 263.40
001062	000447	LOCKE HEATING & COOLING SUPPLY	MAINTENANCE SUPPLIE	\$ 468.48
001064	000448	WALMART COMMUNITY CARD	INMATE MEDICAL SUPPLI	\$ 341.45
001542	000449	O REILLY AUTO PARTS	PARTS & SHOP SUPPLIE	\$ 370.60
001646	000450	R.R. BRINK LOCKING SYSTEMS INC	KEYS	\$ 146.00
001679	000451	WHITES ELECTRIC	LIGHT BULBS	\$ 135.08
001783	000452	U LINE	DEHUMIDIFIER ETC.	\$ 809.82
001842	000453	JAMESCO ENTERPRISES LLC	JANITORIAL SUPPLIES	\$ 932.31
002652	000454	AMAZON CAPITAL SERVICES INC.	ICE MACHINE	\$ 102.98
002660	000455	BOB BARKER COMPANY	INMATE BEDDING	\$ 2,028.00
002690	000456	STAPLES CREDIT PLAN	OFFICE SUPPLIES	\$ 219.66
002700	000457	BALCO UNIFORM CO. INC.	UNIFORMS	\$ 94.50
002791	000458	WALMART COMMUNITY CARD		\$ 1,011.86
002804	000459	US FOODS	KITCHEN SUPPLIES	\$ 63.72
002805	000460	US FOODS	JAIL KITCHEN SUPPLIES	\$ 218.61
002815	000461	WALMART COMMUNITY CARD	FLASH DRIVES	\$ 40.94
002816	000462	AMAZON CAPITAL SERVICES INC.	K-9 SUPPLIES	\$ 58.57
002864	000463	ACC BUSINESS	MONTHLY INTERNET SE	\$ 254.32
002865	000464	KIAMICHI ELECTRIC COOPERATIVE	MONTHLY SERVICE	\$ 61.30
002868	000465	AT&T MOBILITY	MONTHLY SERVICE	\$ 1,120.16
002869	000466	AT&T MOBILITY	MONTHLY SERVICE	\$ 1,601.60
002873	000467	OKLA. DEPT. OF PUBLIC SAFETY	OLETS USER FEES	\$ 475.00
002947	000468	THE PRODUCT CENTER	INK CARTRIDGE	\$ 478.45
002952	000469	BRIGGS PRINTING	NOTARY STAMP	\$ 80.00
002953	000470	TRAMMELLS AUTOMOTIVE	BRAKE REPAIR	\$ 100.00
002967	000471	PEPSI-COLA BOTTLING CO.	BOTTLED WATER	\$ 240.00
002969	000472	TRAMMELLS AUTOMOTIVE	BRAKE REPAIR	\$ 90.00
002998	000473	JAMESCO ENTERPRISES LLC	JAIL JANITORIAL SUPPLI	\$ 535.02
002999	000474	JAMESCO ENTERPRISES LLC	JAIL JANITORIAL SUPPLI	\$ 618.19
003029	000475	US FOODS	JANITORIAL SUPPLIES	\$ 478.34
003030	000476	US FOODS	KITCHEN SUPPLIES	\$ 74.27
003031	000477	INDIAN NATION WHOLESale CO.	JANITORIAL SUPPLIES	\$ 276.25
003033	000478	WALMART COMMUNITY CARD	INMATE WORK CREW	\$ 125.65
			<b>Total:</b>	<b>\$ 14,407.77</b>
	<b>1226-2-3400-2030</b>			
002818	000479	COMMISSARY EXPRESS	DEBIT PHONE TIME FEE	\$ 123.00

PO Warrant No. Vendor Name Purpose Amount

**SH Svc Fee**

1226-2-3400-2030

**Total: \$ 123.00**

1226-2-3400-4110

002653 000480  
003001 000481

U LINE  
WAV 11

CART

COMPUTER & INSTALLTI

\$ 1,881.37  
\$ 1,415.00

**Total: \$ 3,296.37**

**Grand Total: \$ 347,426.50**

# Purchase Orders By Account

Fiscal Year : 2021-2022

Date Range: 10/03/2022 to 10/03/2022

PO	Warrant No.	Vendor Name	Purpose	Amount
<b>ARPA 2021</b>				
1566-1-2000-4110	009082	000061	BREWER, BRETT	
			CONSTRUCTION PROJE	\$ 3,267.00
			<b>Total:</b>	<b>\$ 3,267.00</b>
<b>General</b>				
0001-1-1000-4110	010525	004316	OCI MANUFACTURING	
			OFFICE FURNITURE	\$ 767.65
			<b>Total:</b>	<b>\$ 767.65</b>
<b>0001-5-0900-2005</b>				
011147	004317		HOUSE OF TROPHIES	\$ 811.80
011341	004318		NASCO	\$ 94.20
			4-H AWARDS	
			4-H SUPPLIES	
			<b>Total:</b>	<b>\$ 906.00</b>
<b>Rural Fire-ST</b>				
1321-2-8210-2005	007080	001181	BANNER FIRE EQUIPMENT	
			HOSE & FITTINGS	\$ 21,207.00
			<b>Total:</b>	<b>\$ 21,207.00</b>
1321-2-8223-2005	009615	001182	BANNER FIRE EQUIPMENT	
			BOOTS ETC.	\$ 2,199.00
			<b>Total:</b>	<b>\$ 2,199.00</b>
<b>SH Svc Fee</b>				
1226-2-3400-2030	009844	001938	JAMESCO ENTERPRISES LLC	
			JANITORIAL SUPPLIES	\$ 337.15
			<b>Total:</b>	<b>\$ 337.15</b>
			<b>Grand Total:</b>	<b>\$ 28,683.80</b>

**INDEPENDENT  
ACCOUNTANT'S AUDIT REPORT  
SOUTHEAST OKLAHOMA LIBRARY SYSTEM**

**JUNE 30, 2022**

BY



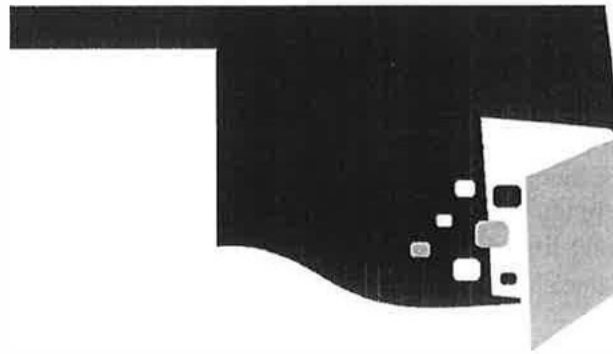
# Southeast Oklahoma Library System

McAlester, Oklahoma

Year Ended June 30, 2022

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# **SOUTHEAST OKLAHOMA LIBRARY SYSTEM**

Prepared by  
Michael Hull, Executive Director

Management's Discussion and Analysis  
Southeast Oklahoma Library System  
For Fiscal Year Ending June 30, 2022



August 15, 2022

Introduction

I believe FY 2022 was SEOLS' most momentous year since the counties voted to double our ad valorem collection twenty-five years ago. In the midst of returning to business as normal after the COVID-19 pandemic, the library system committed to the construction of a new central services office, prepared to receive the library system's first bookmobile since 1975, added a 16<sup>th</sup> library, and opened the door for assisting local entities with capital improvement and remodeling efforts. In addition, local efforts to raise funds for remodeling the McAlester Public Library proceed, new services have been introduced, and libraries continue to receive updated furniture. I tire myself thinking of all the work put into these projects.

In addition to those projects, last fall the Board of Trustee approved an organizational effectiveness study conducted by Segal Group. Segal presented their findings in the March board meeting. The findings identified strengths of the library system and its management, but it also and perhaps more importantly identified areas in which we need growth. Management appreciates the awareness of issues the study revealed and has already taken steps to address areas needing improvement.

In the midst of these great moments, one negative situation casts a pallor over the organization. The Coal County Commissioners, who had expressed satisfaction with the county's increased services in the fall, changed their tenor when the City of Coalgate stopped paying for the Coal County Public Library's utilities in the spring. As of this writing, the commissioners have expressed a desire to explore leaving our library system to create an independent single county system. While this would impact how SEOLS operates, it would ultimately prove detrimental to the library services received by their county's residents.

I want to express both appreciation and gratitude to the Board of Trustees for the opportunity to continue serving them and this growing organization. The following pages will expand upon these brief summaries. I hope you will find as much encouragement in reading about the past year as I found writing about it.

We could not have come out on top as we have without our amazing team. I wish to extend a special thanks to our core leadership team consisting of Business Manager Rhonda Tidwell, Regional Supervisors Linda Potts and Leslie Langley, Technical Services Librarian Miranda Wisor, Marketing Coordinator Eddie Gray, and McAlester Manager Heath Stanfield.

I would be very remiss not to also spotlight administrative assistants Charlene McDonald and Ryan Ward who both work very hard to keep the inner workings clean and in motion. Their ability to focus on and maintain so many of the fine details frees me to handle bigger problems.

Respectfully,

Michael Hull, Executive Director

## Governance

At the end of FY 2022 two stalwarts of the board termed out. LeFlore County representative and Board Chair Elise Mitchell came to the board shortly before my arrival in 2015. City of McAlester representative and Board Treasurer Steve Harrison joined shortly thereafter. Both of these individuals served as mentors to me, and I will miss their guidance and wisdom. I'm thankful Don Holt and Joy Maxwell were willing to join Martha Gann as officers for the new year.

Fiscal Year 2022 Trustees were as follows:

<u>Board Member</u>	<u>Represents</u>	<u>Location</u>
Jason Armstrong	City	Talihina
Steve Bryan	City	Wister
Lori Chrestman	City	Wilburton
Martha Gann	County	Choctaw
Steve Harrison	City	McAlester
Don Holt	City	Stigler
Faye House	City	Valliant
JoEllen Jones	City	Idabel
Diane Lynch	City	Heavener
Joy Maxwell	County	Haskell
Elise Mitchell	County	LeFlore
Cindy Munn	City	Hartshorne
Joe Pasquali	County	Coal
Betty Pollard	County	McCurtain
Jayna Santine	County	Pittsburg
Sarma Retchloff	City	Poteau
Brent Shain	City	Hugo
Les Silka	City	Spiro
Cheryl Wood-Myers	County	Latimer
Joanne Verbridge	City	Coalgate
Bobby Weatherford	City	Arkoma
Amanda Williamson	City	Broken Brow

## FY 2022 Activities and Services in Review

Our staff focused hard on bringing customers through the doors. COVID had decimated our usage and program attendance. I'm proud for our staff that, while we are not yet back at 2019 usage numbers, we grew leaps and bounds over FY 2021. We ended the year with a very strong summer reading program that brought thousands of people through the doors and produced strong growth in physical circulation. I want to express a heartfelt thanks and congratulations to our staff for the outstanding work they've done. This section discusses many of the projects and tasks that management spent considerable time on in FY 2022.

### **Nelda Clark Myers Public Library Officially Accepted into System**

For the first time since 1997, Southeast Oklahoma Library System added a permanent library. The Nelda Clark Myers Public Library in Quinton, a volunteer library we classified as a Reading Center, started a trial period last year for permanent membership with the system. Their usage during the trial compared favorably with our other Browsing Libraries and the Town of Quinton committed funds to the water, sewer and garbage for the library. Many thanks to library manager Erika Needham for her work there the past year. She has impressed her fellow library managers and been very warmly welcomed by them.

### **Bookmobile**

COVID related supply delays moved the estimated delivery of our bookmobile from its original September of 2021 estimate to July of 2022. First the manufacturer found themselves waiting on an instrument panel. When it arrived, they discovered a faulty alternator. After months of waiting for Freightliner to produce an alternator, our vendor, Farber Specialty Vehicles, found an alternator from a third party and paid to have our vehicle's chassis towed to their plant to begin production.

While we were eager to begin bookmobile service, the delay actually worked out for the best. With the pause of our central services construction and reduced square footage available within our budget for that project, we had time to find a separate, and perhaps better, storage option. By serendipity alone, a local entrepreneur had started construction of a metal building with separate in and out doors for large vehicles and enough room for parking the bookmobile. The building offered additional room for storing books. The board approved the lease of this building and the owner has completed all of the required updates just as we prepare to receive the bookmobile. In the future, we can either extend the lease or make a decision to purchase the property if it suits our needs.

### **Buildings and Facilities**

Broken Bow

The Broken Bow City Council set aside \$140,000 for updating the library carpet, paint and window treatments last year. We timed the city's project to coincide with the purchase of Broken Bow's new service desk. The library now looks amazing, and will impress even more after SEOLS replaces the shelving in FY 2023.

#### McAlester

The City of McAlester decided last spring that patching the McAlester Public Library roof was no longer tenable. In June 2022 the McAlester City Council approved a bid to replace the library roof. The following month the SEOLS board agreed to split this cost with the city. Driven by considerations of county equity, this decision opened the door for the SEOLS board to consider assisting local entities with other costs. This past November, the SEOLS board responded to a challenge from McAlester's Puterbaugh Foundation to pledge \$1.5 million toward the remodel of the McAlester Public Library. This commitment led to the City of McAlester also agreeing to the same pledge.

In addition to these pledges, we are currently waiting on applications with the Choctaw Nation and the State of Oklahoma (ARPA) for additional anchor funds before going public and active with the fundraising campaign.

#### Central Services

In June the board approved bids for the construction of a new office to house administration, technical services, marketing, and other centralized positions of the library system. The groundbreaking occurred August 1 of this year and crews estimate completion of the project by April 2023. The bids for the project came in at just over \$2 million.

#### Staff

SEOLS experienced much higher than usual turnover in the prior two years than we are accustomed. Several retirements and the COVID pandemic caused almost all of this turnover. It was therefore very nice to experience much less turnover in 2022, especially among leadership and management positions.

#### Broken Bow Public Library Manager

Manager Tonya Schaefer resigned just prior to the start of FY 2022 and was replaced by Sherri Blake. Sherri brought with her several years of management experience at Broken Bow's Wal-Mart, and a strong vision for the library and its customer service.

#### McAlester Public Library Manager

Manager Ellen Barlow could not return from a leave of absence taken in August of last year. I had appointed Heath Stanfield as interim manager when Ellen first went on leave. Heath did such a fantastic job during the interim that when the position came open, the work he had done and the support from the staff and community left me little choice than to promote him into the position permanently. Heath's work since being given the opportunity has truly transformed the culture of McAlester Public Library for the better. They operate at a high efficiency and with a zeal that had been lacking. Heath's public speaking skills have already assisted the remodel campaign efforts.

#### Human Resources

In June Human Resources Officer Jo Hunt announced her retirement. Jo worked out of the Patrick Lynch Library in Poteau, and because we do not have space for any more staff in our current central services office, we will not refill the position until closer April when we estimate

moving into our new building. In the meantime, I will be meeting with staff to better understand their HR needs so we can redesign the job description for whoever steps into the role.

### **Updates and Additions to Policies**

Having revisited all but one of our policies in the past 4 years, our work with policy creation and editing was light this year compared to my first several years here.

Updated September 21, 2022: Retention of E Rate Records  
Updated the language to that recommended by USAC.

Updated November 16, 2021: Volunteer Policy  
Minor updates regarding the use of minors was included.

Updated January 18, 2022: Circulation Policy  
Updated to include new formats.

Updated January 18, 2022: Fees and Charges Policy  
Updated to include new formats.

Updated March 22, 2022: Video Surveillance Policy  
Language was updated to comply with the Open Records Act.

Updated June 21, 2022: Resource Selection Policy  
Along with minor updates, in the event of a formal challenge to the placement of an item in any library's collection, the review committee will now include that library's county and municipal board member.

Updated June 21, 2022: Meeting Facilities Policy  
We have made it easier to reserve meetings rooms, and in most cases free with an active library card.

Updated June 21, 2022: Classification and Pay Policy  
The scales were increased by 3%. The pay change was effective the first full pay period of July 2022.

### **Continuing Education**

July 2021 marked the return of in-person continuing education opportunities for SEOLS. We sent most of our managers to the 2021 OLA conference in July, which had been postponed from its original spring date, as well as the 2022 OLA conference in March. Several managers and staff presented at the conferences, with strong interest and attendance at each session.

Out of state travel also resumed when we took several managers to the Association of Rural and Small Libraries conference in October. I also attended this conference and found it exemplary. We therefore plan to take the majority of our managers to the ARSL 2022 conference this September. Managers who did not attend ARSL attended the recent Public Library Association conference in Portland, OR. Our reputation among Oklahoma libraries has grown in large part because of what leaders take from these opportunities.

We hosted a virtual in service for all staff on April 18th. While we would have preferred an in person meeting, the planning was too far underway by the time we ended our COVID restrictions. The day focused on big ideas and connection. We assigned staff to virtual breakrooms with a small group for the entire day and gave them an opportunity to interact and get to know their group members.

I held managers meeting every other month. Unlike the previous year, we conducted all but one of these in person. This brought some much needed normalcy to the system's leadership.

Numerous staff were allowed the opportunity to attend webinars and virtual workshops presented by the Oklahoma Department of Libraries and Oklahoma Library Association.

### **Furniture Projects**

This year we continued our efforts to replace the furniture in all of our libraries. Unfortunately, our vendor selected for Coalgate and Hartshorne's service desks and shelving struggled to deliver in a timely manner. Receipt of their furniture components spread across many months. I do not believe this is because of a bad vendor, but rather the limitations on his small business in a post-COVID world and its many supply issues. The vendor chosen for Valliant's shelving and service desk and Broken Bow's service desk, on the other hand, delivered on time. As a larger company, they have better agreements with vendors and own storage to keep more materials on hand. These are factors that should greatly affect which vendors we choose for future projects.

### **Digilabs**

A little more than a year ago, Stigler Public Library manager's Tracy Allred piloted what she coined as a digilab. The digilab includes various equipment to convert outdated media such as VHS, CDs, DVDs, slides, negatives, 8mm film, and photos to digital files. We copied the setup and introduced it into several libraries. The public loves the service and it helps draw in people who have not used the library previously.

### **Videoconferencing Centers**

After the New Year we invested in teleconferencing equipment at every SEOLS library with a meeting room. Equipped with high quality webcams and microphones, we aim to make joining virtual meetings seamless. Customers have used the equipment for business meetings and telehealth appointments.

## Library of Things

In Poteau manager Leslie Langley piloted a Library of Things that we quickly expanded into Idabel. The idea behind this service is to loan equipment that citizens rarely need or need to experiment with before investing money in a purchase. This includes musical instruments, projectors, cooking equipment, yard games and more. After a slow start they are taking off. Customers from any library can place holds on these items.

## SEOLS Voice Report

This past winter the Segal Group conducted a system-wide organizational effectiveness study. The SEOLS Board tasked them with identifying challenges in communication and leadership. After speaking with over 95% of staff, the Segal Group reported on what SEOLS seems to be doing well, summarized their recommendations for further improvements into five points.

1. Optimize the “One SEOLS” model
2. Build a more inclusive workplace culture
3. Enhance communication and community building
4. Adopt a more strategic approach to career development
5. Review the current compensation strategy

Each point included detailed recommendations. We have implemented some of the recommendations and work toward implanting others with the help of several staff committees. I believe our efforts have already increased staff morale and improved communication.

## County Equity

In September the Board approved the purchase of a bookmobile. For SEOLS, a bookmobile represents a crucial method for delivery to our most rural customers. The largest portion of our bookmobile’s time will be spent in Coal and Pittsburg Counties as a method to help bring balance to spending within our counties. Due to problems with supply chains, the delivery date of the bookmobile moved from September 2021 to late July 2022.

In March of 2022, after a year-long trial, both the SEOLS Board and the board of the Nelda Clark Myers Public Library (NCMPL) voted for SEOLS to assume all operations of the library with NCMPL handling building maintenance and upkeep.

After months of delay, we received all of the new furniture ordered for the Coalgate and Hartshorne libraries.

Unfortunately, due to a large spike in their county’s collections and the City of Coalgate’s decision to stop paying the utilities, the Coal County commissioners are again dissatisfied with the amount of service received and funds spent on Coal County library service. I discuss this more in my financial discussion in the next section.

## Financial Discussion and Analysis of Fiscal Year 2022<sup>1</sup>

In some ways FY 2022 was a strange year. The library system moved forward with or committed to several large and costly projects, yet spent little money on those projects: the bookmobile did not arrive until July 2022, the central services office did not break ground until August 2022, and the McAlester Public Library remodel remains in fundraising mode with an estimated start of construction for summer 2023. This along with an increase to our ad valorem collections resulted in our ending the year with \$6.94 million in bank accounts or CDs. That number will be \$1.5-\$2 million less at the same time next year, yet still a healthy balance to end one year and start another.

### Revenue

SEOLS receives the majority of its funding from a voter-approved millage levy (ad valorem tax). We currently receive 4 mills in each of our seven counties, which accounts for 98% of our income. Besides ad valorem funds, SEOLS' notable income types include state aid, fees and charges, and interest. We will typically receive minor revenues in the form of donations or grants that typically carry with them restrictions for use and must be spent within a specified timeframe.

#### Ad Valorem

Although year-over-year collections grew by 5.1% from FY 2021- FY 2022, five of our counties' collections remained almost flat, with Pittsburg County's collections actually dropping.

#### Fiscal Year 2021 to Fiscal Year 2022 Ad Valorem Comparison

	FY 2021	FY 2022	Variance	
	Amount Received	Amount Received	\$	%
Choctaw	\$334,682	\$341,031	\$6,348	1.90%
Coal	\$464,422	\$627,921	\$163,498	35.20%
Haskell	\$285,992	\$286,092	\$99.83	0.03%
Latimer	\$2262,711	\$267,422	\$4,711	1.79%
LeFlore	\$1,217,306	\$1,222,779	\$5,473	0.45%
McCurtain	\$1,105,820	\$1,233,895	\$128,074	11.58%
Pittsburg	\$1,735,731	\$1,703,722	\$(32,009)	-1.84%
<b>Total</b>	<b>\$5,406,664</b>	<b>\$5,682,850</b>	<b>\$276,186</b>	<b>5.11%</b>

Tourism and the construction of cabins in the Beaver's Bend area continue to fuel strong growth in McCurtain County. With the construction of a Choctaw Nation resort and incorporation by the community of Hochatown underway, we expect their collections to continue rising strongly. This increased revenue should be used to pursue the Board's long range plan of installing a second bookmobile with service headquartered in McCurtain County.

The biggest surprise in ad valorem was the spike in Coal County's collections by \$163,000. While good for the library system's bottom line, it makes it harder for the system to reach its goal of spending a greater portion of collections received from Coal County in Coal County. The county assessor has already informed us that FY 2023's collections should increase by yet another \$73,000, all based on the growing value of existing properties. When the SEOLS Board considers

<sup>1</sup>Numbers used reflect our CPA's end-of-year work and not any additional adjustments made by our auditor.



a revised budget in November, increased services such as library vending machines and additional staff should be considered.

#### State Aid Grant

All Oklahoma public libraries that meet the public hours and service requirements of the Oklahoma Department of Libraries (ODL) receive state aid grants each year. The money ODL uses to fund these grants comes from a combination of state appropriations and funds received from the Institute of Museum and Library Services (IMLS). ODL then distributes these funds based upon a formula using population and community size. State aid grant money cannot be spent on capital improvements or replacements, and annually we must report what we used the money for. SEOLS used its FY 2022 state aid (\$89,940) to purchase online databases. With state revenue in strong shape, I anticipate state aid will not decrease in FY 2023.

#### Fees and Charges

Fees and charges encompasses anything for which we could charge customers, from overdue fines to copy charges. Although a relatively small portion of our budget, these fees indicate quite a bit of activity when you consider how many 10 cent copies it takes to get into thousands of dollars. Many people do not realize the volume of faxing we do for the public either; in our rural areas, home health care providers who must fax their reports have nowhere else to go.

The \$58,000 received in Fees and Charges was well more than the \$47,000 brought in through fees and charges last year. While this is quite a large growth, keep in mind that we had many library closures in FY 2021 and reduced foot traffic due to the COVID pandemic.

#### Interest

If one aspect of our income is depressing it is our interest. Last year CD interest rates were so low that we moved most of our money into our money market account as certificates matured. Interest revenue from FY 2021 to FY 2022 dropped from \$30,000 \$21,453. I hope, with interest rates rising, we will see this amount grow in the coming year.

#### Grants and Donations

We received two large grants this year. A \$109,000 ARPA grant funded the replacement and addition of children's learning computers in all SEOLS libraries. These new computers include coding software. We also received a multi-year CARES grant as well, accepting nearly \$69,000 this past year for new databases, electronic content and small business programs.

### **Expenses**

Expenses rose over FY 2021 as foot traffic picked up and the public adjusted to a post COVID world. Our conservative budgeting and cautious spending ensured we stayed well within budget limits for all categories.

#### Payroll Expenses

By not needing a bookmobile driver until the end of year and with the additional time it took us to fill a children/teen librarian position, we came in well under on personnel costs.

#### Public and Technical Services

We did not spend much of our Outreach estimate. This does not mean that we did not perform Outreach, but rather that we accounted it to Marketing and Advertising.

#### Operating Expenses

If you look at a Budget vs Actual it looks like we underspent by nearly a half million dollars. This is because while we budgeted for over \$300,000 for furniture, most of the furniture we spent was capitalized by our CPA.

#### Informational Materials Expenses

Technical Services Librarian Miranda Wisor did a fantastic job keeping us under budget in materials this year. Because of how ordering and the sometimes months-long process of receiving books works, this was a tremendous accomplishment on her part.

#### Capital Expenses

\$261,000 worth of furniture and equipment purchases were capitalized, thus not showing as expenses in financial reports. Furniture that we had ordered for Coalgate and Hartshorne in FY 2021, delayed by supply issues, finally arrived. Both libraries received new shelving, service desks, seating and tables. Broken Bow and Valliant also received new furniture this year, but unlike our first two projects the delivery and installation of our order occurred promptly and without a hitch. Broken Bow received a new service desk in coordination with the city's carpeting replacement and painting of the library. Valliant received a new service desk and new shelving, eliminating mismatched and hodge podge shelving they had used since joining the library system in 1997.

#### County Equity

Our primary method of increasing services in Coal and Pittsburg Counties were hindered by the delay of our bookmobile's delivery. At the same time, collection in Coal County once again spiked. A contingent of the citizens in that county, particularly some of the county commissioners, are dissatisfied with the delay in delivering new services and spending more money in the county and have recently stated an interest in forming their own single-county library system. The situation bears close monitoring and efforts to increase service should continue with aggressive plans included in the Board's revised 2023 budget this fall.

#### FY 2023

This next year our cash reserves will look far different as we have already paid for our bookmobile and look to pay for several more library furniture projects and over \$2 million in construction costs for our central services office. While this seems like a large sum, the reality is that we had allowed our reserves to grow and needed big projects to put them toward. Our funding method is reliable and stable, leaving us no need for large reserves without such projects.

We should monitor the situation with Coal County's dissenters closely. If the faction wanting to separate proves successful at some point in the coming years, I would expect that SEOLS will be required to write a check of some amount in the process. State statutes provide little guidance on the matter, only stating that the Oklahoma Department of Libraries would oversee the division of assets for any member county leaving the system. Building a reserve for this eventuality would be prudent, even though I don't believe a vote for leaving the system will be put to voters within the next twelve months.

## Summary

FY 2022 was a great year for SEOLS. By the end of June the public was using the library in numbers not seen since before the pandemic, increasing usage across the board. SEOLS prepared to receive its bookmobile, approved contracts for the construction of a central office, added a new library, and replaced furniture in four out of sixteen libraries. Adding new services like the digilabs and teleconferencing equipment in addition to a new meeting room policy should expanded our customer base.

The only cloud looming over the organization is the discontent described as coming from Coal County. While we continue adding more services there, we must bear in mind the possibility that voters could choose to reduce the library millage or leave the system in the coming years.



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## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
Southeast Oklahoma Library System  
McAlester, Oklahoma

### Opinion

We have audited the accompanying financial statements of the governmental activities and the discretely presented component units of the Southeast Oklahoma Library System, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the System's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the discretely presented component units of the Southeast Oklahoma Library System, as of June 30, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Southeast Oklahoma Library System and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, which raise substantial doubt about Southeast Oklahoma Library System's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Southeast Oklahoma Library System's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, which raise substantial doubt about Southeast Oklahoma Library System's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated September 16, 2022, on our consideration of the Southeast Oklahoma Library System's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Southeast Oklahoma Library System's internal control over financial reporting and compliance.

*Furrh & Associates, PC*

**F**URRH & **A**SSOCIATES, PC

Lawton, Oklahoma  
September 16, 2022

**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Statement of Net Position**  
**June 30, 2022**

**Current Assets**

Cash and Cash Equivalents	\$ 6,344,318	
Investments	4,944,542	
Ad Valorem Tax Receivable	125,515	
Prepaid Assets	89,519	
Accounts Receivable	687	
Total Current Assets		\$ 11,504,581

**Other Assets**

Lease Assets, Net of Accum. Amort.	78,741	
Fixed Assets, Net of Accum. Depr.	787,634	
Total Other Assets		866,375
<b>Total Assets</b>		<b>\$ 12,370,956</b>

**Current Liabilities**

Accounts Payable	\$ 18,840	
Accrued Payroll	75,784	
Unpaid Compensated Absences	154,720	
Total Current Liabilities		\$ 249,344

**Long Term Liabilities**

Lease Liability	82,870	
Total Long Term Liabilities		82,870
Total Liabilities		332,214

**Net Position**

Invested in Capital Assets, Net of Debt	783,505	
Restricted	0	
Unrestricted	11,255,237	
Total Net Position		12,038,742
<b>Total Net Position and Liabilities</b>		<b>\$ 12,370,956</b>

Please see accompanying notes to the financial statements.

# Southeast Oklahoma Library System

McAlester, Oklahoma

Statement of Activities

Year Ended June 30, 2022

<u>Primary Government</u>	Program Revenues			Net (Expense) Revenue & Changes in Net Assets Primary Government		
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	Governmental	Business	Total
				Activities	Type Activities	
Governmental Activities:						
Operating Expenses	\$ 1,912,922	\$ 58,144	\$ 0	\$ (1,854,778)	\$ 0	\$ (1,854,778)
Personnel Services	3,380,430	0	0	(3,380,430)	0	(3,380,430)
Informational Materials	721,216	0	178,539	(542,677)	0	(542,677)
Public & Technical Services	175,976	0	0	(175,976)	0	(175,976)
 Total Governmental Activities	 <u>\$ 6,190,544</u>	 <u>\$ 58,144</u>	 <u>\$ 178,539</u>	 <u>\$ (5,953,861)</u>	 <u>\$ 0</u>	 <u>\$ (5,953,861)</u>
			<u>General Revenue</u>			
			Ad Valorem Tax	5,682,862	0	5,682,862
			Pension Income	443,643	0	443,643
			State Aid	89,940	0	89,940
			Investment Income	164,947	0	164,947
			Donations	37,097	0	37,097
			Surplus Sales	2,572	0	2,572
			 Total General Revenue	 <u>6,421,061</u>	 <u>0</u>	 <u>6,421,061</u>
			 <u>Change in Net Position</u>	 467,200	 0	 467,200
			 <u>Net Position, June 30, 2020</u>	 <u>10,783,908</u>	 <u>0</u>	 <u>10,783,908</u>
			 <u>Net Position, June 30, 2021</u>	 <u>\$ 11,251,108</u>	 <u>\$ 0</u>	 <u>\$ 11,251,108</u>

Please see accompanying notes to the financial statements.



# Southeast Oklahoma Library System

McAlester, Oklahoma

Balance Sheet

Governmental Funds

June 30, 2022

	<u>General</u> <u>Fund</u>	<u>Pension</u> <u>Fund</u>	<u>Total</u> <u>Governmental</u> <u>Funds</u>
<b><u>Assets</u></b>			
Cash in Bank - Sweep Account	\$ 5,742,027	\$ 0	\$ 5,742,027
Cash in Bank - Operating Account	302,291	0	302,291
Cash in Bank - Donation Account	300,000	0	300,000
Investments	603,200	4,341,342	4,944,542
Ad Valorem Tax Receivable	125,515	0	125,515
Accounts Receivable	687	0	687
Prepaid Assets	89,519	0	89,519
Lease Assets	96,555	0	96,555
Accumulated Amortization	(17,814)	0	(17,814)
Total Assets	<u>\$ 7,241,980</u>	<u>\$ 4,341,342</u>	<u>\$ 11,583,322</u>
<b><u>Liabilities</u></b>			
Compensated Absences Liability	\$ 154,720	\$ 0	\$ 154,720
Lease Liability	82,870	0	82,870
Accrued Salaries	75,784	0	75,784
Accounts Payable	18,840	0	18,840
Total Liabilities	<u>332,214</u>	<u>0</u>	<u>332,214</u>
<b><u>Fund Balance</u></b>			
Nonspendable	89,519	4,341,342	4,430,861
Restricted	0	0	0
Committed	2,543,558	0	2,543,558
Assigned	2,570,000	0	2,570,000
Unassigned	1,706,689	0	1,706,689
Total Fund Balance	<u>6,909,766</u>	<u>4,341,342</u>	<u>11,251,108</u>
Total Liabilities and Fund Balance	<u>\$ 7,241,980</u>	<u>\$ 4,341,342</u>	

Please see accompanying notes to the financial statements.

**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Balance Sheet**  
**Governmental Funds**  
**June 30, 2022**

Fund Balances

Amounts Reported for Governmental Activities in the  
Statement of Net Position are different because:

Capital Assets Used by Governmental Activities of \$2,196,054  
Net of Accumulated Depreciation of \$1,408,420 are not financial  
resources and, therefore, are not reported in the funds.

787,634

Net Position of Governmental Activities

\$ 12,370,956

Please see accompanying notes to the financial statements.

**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Statement of Revenue, Expenditures, and Changes in Fund Balance**  
**Governmental Funds**  
**Year Ended June 30, 2022**

	<u>General</u> <u>Fund</u>	<u>Pension Fund</u>	<u>Total</u> <u>Governmental</u> <u>Funds</u>
<b><u>Revenue</u></b>			
Ad Valorem Tax Revenue	\$ 5,682,862	\$ 0	\$ 5,682,862
Employee (er) Contributions	0	443,643	443,643
Grant Income	178,539	0	178,539
Investment Income	24,793	140,154	164,947
State Aid	89,940	0	89,940
Branch Library Income	58,144	0	58,144
Donations	37,097	0	37,097
Surplus Sales	2,572	0	2,572
Total Revenue	<u>6,073,947</u>	<u>583,797</u>	<u>6,657,744</u>
<b><u>Expenditures</u></b>			
Personnel Services			
Salaries and Wages	2,458,302	0	2,458,302
Employee Insurance	388,355	0	388,355
Retirement Costs	332,557	0	332,557
Payroll Taxes	201,216	0	201,216
Total Personnel Services	<u>3,380,430</u>	<u>0</u>	<u>3,380,430</u>
Informational Materials			
Branch Information Materials	366,762	0	366,762
Databases	146,249	0	146,249
Grant and Donation Expenses	122,363	0	122,363
Downloadables	85,843	0	85,843
Total Informational Materials	<u>721,217</u>	<u>0</u>	<u>721,217</u>
Public and Technical Services			
Technical Services	139,957	0	139,957
Program Fees, Supplies & Travel	36,018	0	36,018
Total Public & Technical Services	<u>175,975</u>	<u>0</u>	<u>175,975</u>

Please see accompanying notes to the financial statements.

**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Statement of Revenue, Expenditures, and Changes in Fund Balance**  
**Governmental Funds**  
**Year Ended June 30, 2022**

<u>Expenditures (cont.)</u>	<u>General Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Operating Expenses			
Capital Outlay	\$ 405,183	\$ 0	\$ 405,183
Professional Fees	181,968	1,415	183,383
Property Maintenance	118,571	0	118,571
Revaluation Fees	100,779	0	100,779
Computer Expense	95,060	0	95,060
Automation	77,954	0	77,954
Travel	62,877	0	62,877
Supplies	45,630	0	45,630
Equipment Expense	44,836	0	44,836
Insurance	35,519	0	35,519
Telephone and Internet	30,493	0	30,493
Human Resources Expense	29,818	0	29,818
Vehicle Expense	22,266	0	22,266
Marketing	21,467	0	21,467
Professional Development	20,934	0	20,934
Audit Expense	19,714	0	19,714
Furniture Expense	16,706	0	16,706
In-Kind Donation Expense	16,360	0	16,360
Rent Expense	14,400	0	14,400
Miscellaneous Expense	11,739	0	11,739
Postage and Freight	11,642	0	11,642
Memberships	7,086	0	7,086
Utilities	5,438	0	5,438
Investment Loss	0	425,401	425,401
Withdrawals / Distributions	0	386,395	386,395
Total Operating Expenses	<u>1,396,440</u>	<u>813,211</u>	<u>2,209,651</u>
Total Expenditures	5,674,062	813,211	6,487,273
Revenue Over (Under) Expenditures	399,885	(229,414)	170,471
Fund Balance, June 30, 2021	<u>6,509,881</u>	<u>4,570,756</u>	<u>11,080,637</u>
Fund Balance, June 30, 2022	<u>\$ 6,909,766</u>	<u>\$ 4,341,342</u>	<u>\$ 11,251,108</u>

Please see accompanying notes to the financial statements.

# **Southeast Oklahoma Library System**

## **McAlester, Oklahoma**

### **Notes to Financial Statements**

**Year Ended June 30, 2022**

#### **Note 1 – Summary of Significant Accounting Policies**

The Southeast Oklahoma Library System (the System, formerly Southeastern Public Library System of Oklahoma) is a multi-county quasi-governmental organization under Title 65 (Multi-County Act) of the Oklahoma Statutes. The System was established in the late 1960's when four counties voted to approve ad valorem taxes to support the multi-county library system. Today, the System has fifteen (15) libraries operating in seven (7) counties. The System is governed by a board of trustees who are appointed by the city and county commissioners for the respective communities or counties they represent. The following counties are represented: Choctaw, Coal, Haskell, Latimer, LeFlore, McCurtain and Pittsburgh. The following cities are represented: Arkoma, Broken Bow, Coalgate, Hartshorne, Heavener, Hugo, Idabel, McAlester, Poteau, Spiro, Stigler, Talihina, Valliant, Wilburton, and Wister.

For financial reporting purposes, the System includes all funds, agencies, boards, commissions, and authorities that are controlled by or dependent on the System's executive or legislative branches. Control by or dependence on the System was determined on the basis of oversight responsibility, scope of public service, and special financing relationships. Oversight responsibility includes financial interdependence, selection of governing authority, designation of management, ability to significantly influence operations and accountability for fiscal matters.

The Southeast Oklahoma Library System keeps its records and prepares its financial statements on the accrual basis of accounting. Revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available.) "Measurable" means the amount of the transaction can be determined; and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred.

Purchases of all materials and supplies are charged to operations in the period in which purchases are made. Amounts of inventories on hand are not considered material and are not included in the financial statements.

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

The System engages in long term leases for library equipment. The System evaluates whether the leases are short term or long-term leases. Long term leases are reported in the financial statements under *GASB Statement No. 87, Leases*.

The System is a multi-county quasi-governmental organization under the laws of the State of Oklahoma. As a library system (a political sub-division of the State of Oklahoma), the System is exempt from federal and state income taxes.

# Southeast Oklahoma Library System

McAlester, Oklahoma

Notes to Financial Statements

Year Ended June 30, 2022

## Note 2 – Fund Accounting

The accounts of the System are organized on a basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. The various funds are summarized by type in the financial statements and are classified as governmental, proprietary, and fiduciary fund types. The following fund types are used by the System.

### Governmental Fund Types

General Fund The general fund is the primary operating fund of the System. It is used to account for all financial resources except those required to be accounted for in another fund. All general operating revenues not restricted as to use are recorded in the general fund.

Special Revenue Funds Special revenue funds are used to account for the proceeds of specific revenue resources that are legally or administratively restricted to expenditures for specific purposes. The System's current special revenue fund include:

#### Pension Fund

According to *GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions*, fund balances in the Governmental Funds are to be properly reported within one of the fund balance categories below:

1. Nonspendable – Nonspendable funds are associated with inventories, prepaid assets, and long-term receivables.
2. Restricted Restricted funds are associated with amounts that only can be spent for specific purposes as stipulated by the bylaws, granting agencies, or enabling legislation.
3. Committed Committed funds are associated with amounts that only can be spent for specific purposes as determined by a formal action of the Board of Trustees.
4. Assigned Assigned funds are associated with amounts that can be spent for specific purposes but do not meet the criteria to be classified as restricted or committed.
5. Unassigned An unassigned fund is the residual classification for the System's general fund and includes all spendable amounts not contained in the other classifications.

### Proprietary Fund Types

Enterprise Fund – The enterprise fund is used to account for operations that are financed and operated in a manner similar to private business enterprises.

# Southeast Oklahoma Library System

McAlester, Oklahoma

Notes to Financial Statements

Year Ended June 30, 2022

Fund balances in the Proprietary Funds are to be properly reported within one of the fund balance categories listed below:

1. Invested in Capital Assets, Net of Related Debt – These funds are associated with capital assets minus any notes payable.
2. Restricted Restricted funds are associated with amounts that only can be spent for specific purposes.
3. Unrestricted An unrestricted fund is the residual classification for the System’s enterprise fund and includes all amounts not contained in the other classifications.

### Note 3 – Budgetary Accounting

The System’s budgetary accounting procedures are discussed in the notes to the required supplementary information.

### Note 4 – Cash and Cash Equivalents

Cash and cash equivalents include the following accounts:

The Bank - Money Market Account	\$ 5,742,028
First National Bank - Donations Account	300,000
The Bank - Operating Account	<u>302,290</u>
	<u>\$ 6,344,318</u>

The cash on deposit with The Bank, is not only covered by FDIC insurance (up to \$250,000) but also a collateral pledge of \$7,200,000 to cover deposits in excess of the FDIC coverage.

The System’s cash, deposits, and investments are classified in the following categories:

- A. Insured or collateralized with securities held by the entity or by its agent in the entity’s name.
- B. Collateralized with securities held by the pledging financial institution’s trust department or agent in the entity’s name.
- C. Uncollateralized.

	<u>A</u>	<u>B</u>	<u>C</u>	<u>Total</u>
Cash	<u>\$ 6,344,318</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 6,344,318</u>

# Southeast Oklahoma Library System

McAlester, Oklahoma

Notes to Financial Statements

Year Ended June 30, 2022

## Note 5 – Investments

The System invests \$600,000 in Certificate of Deposits at multiple banks. The interest rates vary from 0.8% to 1.45%. The interest pays on various schedules that range from monthly to maturity.

## Note 6 – Ad Valorem Taxes Receivable

Multiple counties owe the System outstanding ad valorem taxes. As of June 30, 2022, the amount owed is \$125,515. These funds are expected to pay within the next 12 months.

## Note 7 – Prepaid Assets

Prepaid assets include the unamortized portion of the annual expense for the following:

Prepaid Automation	\$	76,155
Prepaid Insurance		11,213
Prepaid T-Mobile		1,263
Prepaid AirMedCare		888
	\$	<u>89,519</u>

## Note 8 – Fixed Assets

All capital assets acquired prior to June 30, 2004 were considered to be fully depreciated. All fixed assets acquired before June 30, 2004 were valued at historical cost or estimated historical cost if actual historical cost was not available. Amounts were recorded for fixed asset purchases, for control purposes, with a corresponding amount recorded in the accumulated depreciation account. Donated assets were valued at their estimated fair market value as of the date donated.

Current year changes in fixed assets were as follows:

	<u>Capital Assets</u>	<u>Accumulated Depreciation</u>
Balance as of 06/30/2021	\$ 1,980,340	\$ 1,500,933
Additions	405,183	90,640
Disposals	(189,469)	(183,153)
Balance as of 06/30/2022	<u>\$ 2,196,054</u>	<u>\$ 1,408,420</u>



**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Notes to Financial Statements**  
**Year Ended June 30, 2022**

**Note 9 – Accrued Payroll and Compensated Absences**

The System accrues a payroll liability and a liability for vacation pay or other compensated absences. The cost is recognized when a claim is made for the accrued compensation by the employee. The amount of earned unpaid payroll and earned unpaid compensated absences liability at June 30, 2022 was approximately \$75,784 and \$154,720, respectively.

**Note 10 – Leases**

The System engaged in a long-term lease with Canon on September 2, 2021. This lease is a 60-month contract with monthly payments of \$1,656. They also engage in a long-term lease with Quadient Leasing on January 8, 2021. This lease is a 63-month contract with monthly payments of \$209.

Under *GASB Statement No. 87, Leases*, these leases are considered assets that are subject to depreciation.

The System reports the future lease payments as liabilities on the financial statements. The future payments are as follows:

Canon			
	Principal	Interest	Total Payments
FYE 06/30/2023	\$ 16,219	\$ 3,653	\$ 19,872
FYE 06/30/2024	17,030	2,842	19,872
FYE 06/30/2025	17,881	1,991	19,872
FYE 06/30/2026	18,776	1,096	19,872
FYE 06/30/2027	3,154	158	3,312
	<u>\$ 73,060</u>	<u>\$ 9,740</u>	<u>\$ 82,800</u>

Quadient Leasing			
	Principal	Interest	Total Payments
FYE 06/30/2023	\$ 2,018	\$ 491	\$ 2,509
FYE 06/30/2024	2,118	390	2,508
FYE 06/30/2025	2,224	284	2,508
FYE 06/30/2026	2,336	172	2,508
FYE 06/30/2027	1,114	56	1,170
	<u>\$ 9,810</u>	<u>\$ 1,393</u>	<u>\$ 11,203</u>

The current year interest amount is \$4,841.

**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Notes to Financial Statements**  
**Year Ended June 30, 2022**

**Note 11 – Assigned Fund Balance**

The governing board has set aside a portion of the fund balance for replacement reserve accounts. The assigned fund balances for these purposes as of June 30, 2022 were as follows:

Central Service Construction	\$ 2,000,000
Strategic Plan	300,000
Furniture Replacement	170,000
Endowment	100,000
	<u>\$ 2,570,000</u>

These restrictions are imposed by the Board of Trustees action only; consequently, the restrictions may be rescinded by action of the Board.

**Note 12 – Committed Fund Balance**

The governing board has implemented a new cash management policy that commits 3 months of operating expenses. The governing board also committed the System to contribute \$300,000 for the next four years to the remodeling of the McAlester Branch location.

The committed fund balance as of June 30, 2022 was \$2,543,558. This policy was implemented by the Board of Trustees action only; consequently, the policy may be rescinded by action of the Board.

**Note 13 – Tax Revenues – Economic Dependency**

Approximately 93.6% of the total revenue of the library system for the current year was received from ad valorem taxes from a special tax levy voted by the citizens of Choctaw, Coal, Haskell, Latimer, LeFlore, McCurtain, and Pittsburg counties. Approximately 70.3% of the ad valorem tax revenues were received in January and February 2022. Any change in Oklahoma statutes regarding library tax levies or changes in state funding might affect the System's operations.

**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Notes to Financial Statements**  
**Year Ended June 30, 2022**

Tax Revenue	
Pittsburg County	\$ 1,703,723
McCurtain County	1,233,895
LeFlore County	1,222,778
Coal County	627,921
Choctaw County	341,031
Haskell County	286,092
Latimer County	267,422
	\$ 5,682,862

**Note 14 – Risk Management - Insurance Coverage**

The System is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three years. The System maintains the following insurance coverage as protection against possible loss contingencies:

- Commercial Automobile Coverage
  - Liability
  - Uninsured Motorists
  - Comprehensive and Collision
- Commercial Package
- Employment Practices Liability
- Workers Compensation
- Employer Liability
- Position Fidelity Bond

**Note 15 – Pension Plan**

Effective January 1, 1989, the System initiated a pension plan for its employees. The plan type was revised effective January 1, 2003 to become a 401(k) plan. The library system is the trustee for the plan. The plan eligibility requirements are as follows: minimum age of 18 and minimum service of 500 hours in 6 consecutive months.

For each eligible participant, a discretionary contribution is made equal to a uniform percentage of each participant's compensation. The exact percentage, if any, is to be determined each year by the library system. For fiscal year ending June 30, 2022, the library system budgeted approximately 15.2% of the annual payroll costs.

**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Notes to Financial Statements**  
**Year Ended June 30, 2022**

Employee contributions are not required. The plan contributions are invested in individual accounts on behalf of the employees. All required contributions were made by the library system. Benefits to be paid to employees upon retirement will be limited to the actual cash value of their individual accounts.

Contributions and costs for the current year and two previous years were as follows:

	06/30/2022	06/30/2021	06/30/2020
Employee Contributions	\$ 104,895	\$ 97,522	\$ 107,650
Employer Contributions	328,068	322,917	504,172
Administration Costs	3,340	2,195	3,163
	\$ 436,303	\$ 422,634	\$ 614,985

Employer contribution of \$328,068 represents approximately 9.84% of the total payroll of \$3,380,430 for the fiscal year ending June 30, 2022.

Plan assets as of June 30, 2022 were \$4,341,342.

The plan is administered by:

Midwest Pension & Profit-Sharing Services, Inc.  
121 South 8<sup>th</sup> Street, Suite 630  
Minneapolis, MN 55402

The plan funds are maintained by:

Mass Mutual  
1295 State Street  
Springfield, MA 01111

**Note 16 – Related Party Transactions**

The cities of Choctaw, Coal, Haskell, Latimer, LeFlore, McCurtain, and Pittsburg, Oklahoma, provide financial support to the Southeast Oklahoma Library System by furnishing buildings and building operating expenses, including utilities and building and contents insurance, for the operation of the library. The System is dependent upon this related party support as part of its operational costs.

**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Notes to Financial Statements**  
**Year Ended June 30, 2022**

**Note 17 – Contingencies**

In the normal course of operations, the System disburses funds from numerous federal and state grant programs. These expenditures are subject to audit and approval by the grantors or their representatives. Such audits could lead to claims for reimbursement of expenditures deemed unallowable under the terms of the grants. Presently, management is unaware of any liability for such expenditures, and in the opinion of management, any such amounts would not be considered material.

**Note 18 – Subsequent Events**

Subsequent events were evaluated through September 16, 2022, which is the date the financial statements were available to be issued.



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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED  
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

Board of Trustees  
Southeast Oklahoma Library System  
McAlester, Oklahoma

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the discretely presented component units of the Southeast Oklahoma Library System, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Southeast Oklahoma Library System's basic financial statements, and have issued our report thereon dated September 16, 2022.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Southeast Oklahoma Library System's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the System's internal control. Accordingly, we do not express an opinion on the effectiveness of the System's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Southeast Oklahoma Library System's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the System's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the System's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Furrh & Associates, PC*

**F**URRH & **A**SSOCIATES, PC

Lawton, Oklahoma  
September 16, 2022

# Southeast Oklahoma Library System

McAlester, Oklahoma

General Fund

Statement of Revenue, Expenditures, and Changes in Fund Balance

Budget and Actual

Year Ended June 30, 2022

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget
<u>Revenue</u>				Positive
				(Negative)
Ad Valorem Taxes	\$ 5,576,000	\$ 5,675,000	\$ 5,682,862	\$ 7,862
State Aid	82,400	89,940	89,940	0
Branch Library Income	42,635	57,908	58,144	236
Interest Income	30,000	25,000	21,693	(3,307)
In-Kind Donations	10,000	10,000	16,360	6,360
Donations	10,148	25,000	20,737	(4,263)
Grant Income	185,521	185,521	178,539	(6,982)
Surplus Sales	4,000	4,000	2,572	(1,428)
Miscellaneous Income	500	500	3,100	2,600
Total Revenue	5,941,204	6,072,869	6,073,947	1,078
<u>Expenditures</u>				
Personnel Services				
Salaries and Wages	2,510,246	2,479,456	2,458,302	21,154
Employee Insurance & Retirement	817,827	773,555	720,912	52,643
Payroll Taxes	210,147	241,307	201,216	40,091
Total Personnel Services	3,538,220	3,494,318	3,380,430	113,888

Please see accompanying notes to the financial statements.



# Southeast Oklahoma Library System

McAlester, Oklahoma

General Fund

## Statement of Revenue, Expenditures, and Changes in Fund Balance

Budget and Actual

Year Ended June 30, 2022

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
<b>Informational Materials</b>				
Branch Information Materials	\$ 414,000	\$ 409,000	\$ 366,762	\$ 42,238
Databases	168,518	156,614	146,249	10,365
Downloadables	171,900	171,900	85,843	86,057
Grant and Donation Materials	5,000	5,000	0	5,000
Total Informational Materials	<u>759,418</u>	<u>742,514</u>	<u>598,854</u>	<u>143,660</u>
<b>Public and Technical Services</b>				
Technical Services	140,000	140,000	139,957	43
Programming Fees, Supplies & Travel	62,230	62,230	36,018	26,212
Total Public and Technical Services	<u>202,230</u>	<u>202,230</u>	<u>175,975</u>	<u>26,255</u>
<b>Operating Expenses</b>				
Capital Outlay	647,706	513,406	405,183	108,223
Revaluation	106,005	104,853	100,779	4,074
Computer	143,822	136,861	95,060	41,801
Equipment and Furniture Expense	82,045	82,045	61,542	20,503
Automation	77,772	81,301	77,954	3,347
Professional Fees	144,125	144,125	181,968	(37,843)
Supplies	45,000	45,000	45,630	(630)
Insurance	45,114	45,114	35,519	9,595
Travel	71,238	66,117	62,877	3,240

Please see accompanying notes to the financial statements.

# Southeast Oklahoma Library System

McAlester, Oklahoma

General Fund

Statement of Revenue, Expenditures, and Changes in Fund Balance

Budget and Actual

Year Ended June 30, 2022

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<b>Variance with Final Budget Positive (Negative)</b>
	<u>Original</u>	<u>Final</u>		<u>(Negative)</u>
Human Resources Expense	\$ 25,091	\$ 27,373	\$ 29,818	\$ (2,445)
Marketing	37,000	30,000	21,467	8,533
Internet Access	12,832	12,833	6,116	6,717
Audit	19,714	19,714	19,714	0
Professional Development	22,408	18,335	20,934	(2,599)
Vehicle Expense	27,502	24,002	22,266	1,736
Telephone	23,829	24,829	24,377	452
Utilities	5,000	7,000	5,438	1,562
Postage and Freight	7,224	14,230	11,642	2,588
In-Kind Donations Expense	10,000	10,000	16,360	(6,360)
Grant & Donations Expense	190,521	210,521	122,363	88,158
Memberships	9,731	8,581	7,086	1,495
Rent/Building Maintenance	133,400	26,200	14,400	11,800
Remodel	0	300,000	118,571	181,429
Miscellaneous Expense	2,000	1,000	11,739	(10,739)
Total Operating Expenses	<u>1,889,079</u>	<u>1,953,440</u>	<u>1,518,803</u>	<u>434,637</u>
Total Expenditures	<u>6,388,947</u>	<u>6,392,502</u>	<u>5,674,062</u>	<u>718,440</u>
<u>Revenue Over (Under) Expenditures</u>	(447,743)	(319,633)	399,885	719,518
<u>Fund Balance, June 30, 2021</u>	<u>447,743</u>	<u>319,633</u>	<u>6,509,881</u>	<u>6,190,248</u>
<u>Fund Balance, June 30, 2022</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 6,909,766</u>	<u>\$ 6,909,766</u>

Please see accompanying notes to the financial statements.

**Southeast Oklahoma Library System**  
**McAlester, Oklahoma**  
**Notes to Required Supplemental Information**  
**Year Ended June 30, 2022**

**Note 1 - Budgetary Policies**

The System's annual operating budget represents appropriations authorized by the governing board and approved by the county governments in accordance with the Oklahoma Statutes.

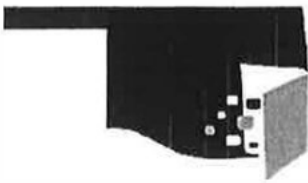
The System's General Fund budget is limited by law to 90% of the amount of revenue collected in the prior fiscal year plus unreserved fund balances. The legal level of control is the expenditure category. It is the System's policy that all appropriations lapse at the end of the fiscal year.

The System prepares an annual operating budget for its General Fund. The System does not prepare an operating budget for its Special Revenue Funds. Specific grant funds operated within the General Fund and the Special Revenue Funds are operated under budgets required by the grant documents. The System prepares its annual operating budget on the accrual basis of accounting.

**Southeast Oklahoma Library System**  
**McAlester, OK**  
**Schedule of Grant Activity**  
**Modified Cash Basis**  
**Year Ended June 30, 2022**

	<u>Award Amount</u>	<u>Grant Receipts</u>	<u>Grant Expenses</u>	<u>Remaining to be Expended</u>
<b><u>Federal Funds</u></b>				
ARPA Targeted Grants	\$ 109,525	\$ 109,525	\$ (109,525)	\$ 0
Cares Act	68,549	68,549	(68,549)	0
Education Grant	465	465	(465)	0
Total Grant Activity	<u>\$ 178,539</u>	<u>\$ 178,539</u>	<u>\$ (178,539)</u>	<u>\$ 0</u>

Please see accompanying notes to the financial statements.



**SOUTHEAST OKLAHOMA  
LIBRARY SYSTEM**

Date: September 22, 2022

To: County Commissioners (Choctaw, Coal, Haskell, Latimer, LeFlore, McCurtain, and Pittsburg Counties)

From: Ryan Ward, Administrative Assistant *RW*  
Southeast Oklahoma Library System

Re: FY 2022 Audit

Enclosed is the annual audit for the Southeast Oklahoma Library System as required by Section 4-105 13 (b) of the Oklahoma Library Code. The audit was approved by the Board of Trustees at their regularly scheduled meeting on September 20, 2022.

# Pittsburg County Animal Shelter

## Shelter Activity Report For Last 12 Months

Report Created: 10/3/2022

Page 1 of 2

Month	Species	Surrenders	Adoptions	Reclaims	Disposals	Adoption Percentage
November, 2021	Canine	121	71	5	37	59%
	Feline	91	38	0	73	42%
December, 2021	Canine	117	91	12	13	78%
	Feline	92	53	0	44	58%
January, 2022	Canine	161	96	13	50	60%
	Feline	44	47	1	25	107%
February, 2022	Canine	95	44	12	33	46%
	Feline	23	22	1	7	96%
March, 2022	Canine	141	101	17	35	72%
	Feline	73	49	1	15	67%
April, 2022	Canine	140	88	11	29	63%
	Feline	121	39	2	31	32%
May, 2022	Canine	173	83	12	75	48%
	Feline	229	49	1	115	21%
June, 2022	Canine	172	84	11	63	49%
	Feline	302	61	4	203	20%
July, 2022	Canine	68	43	8	39	63%
	Feline	94	33	0	135	35%
August, 2022	Canine	226	90	11	117	40%
	Feline	167	57	2	82	34%
September, 2022	Canine	119	63	8	49	53%
	Feline	161	39	3	93	24%

# PITTSBURG COUNTY ANIMAL SHELTER

## PRIVATE CREMATION FOR THE MONTHS OF 2021

JANUARY-24  
FEBRUARY- 22  
MARCH- 27  
APRIL- 25  
MAY- 17  
JUNE- 15  
JULY- 13  
AUGUST- 20  
SEPTEMBER- 14  
OCTOBER- 12  
NOVEMBER- 15  
DECEMBER- 16  
TOTAL: 220 (2021)

## PRIVATE CREMATIONS FOR THE MONTHS OF 2022

JANUARY- 19  
FEBRUARY-13  
MARCH- 28  
APRIL- 29  
MAY- 23  
JUNE- 35  
JULY-26  
AUGUST-20 - 3,125  
SEPTEMBER-  
OCTOBER-  
NOVEMBER-  
DECEMBER-  
TOTAL: 000 (2022)



**PITTSBURG COUNTY ANIMAL SHELTER**

**OUT OF COUNTY SURRENDERS**

**FOR THE MONTHS OF (2021)**

JANUARY- 15

FEBRUARY- 04

MARCH 19

APRIL – 25

MAY 10

JUNE— 19

JULY—19

AUGUST—22

SEPTEMBER— 33

OCTOBER-23

NOVEMBER- 11

DECEMBER- 13

TOTAL: 213 SURRENDERS(2021)

**OUT OF COUNTY SURRENDERS**

**FOR THE MONTHS OF (2022)**

JANUARY-23

FEBRUARY-9

MARCH-19

APRIL-16

MAY-17

JUNE-15

JULY-10

AUGUST-20

SEPTEMBER-

OCTOBER-

NOVEMBER-

DECEMBER-

TOTAL: 000 SURRENDER(2022)





**PITTSBURG COUNTY ANIMAL SHELTER**

**CUSTOMER COUNT FOR  
THE MONTHS OF (2021)**

**JANUARY- 000**

**FEBRUARY – 000**

**MARCH – 000**

**APRIL – 301**

**MAY – 339**

**JUNE—504**

**JULY— 470**

**AUGUST- 588**

**SEPTEMBER- 571**

**OCTOBER- 503**

**NOVEMBER- 603**

**DECEMBER- 643 (3,879)2021**

**CUSTOMER COUNT FOR  
THE MONTHS OF (2022)**

**JANUARY- 434**

**FEBRUARY- 393**

**MARCH-494**

**APRIL- 501**

**MAY- 525**

**JUNE-698**

**JULY-210**

**AUGUST-509**

**SEPTEMBER-**

**OCTOBER-**

**NOVEMBER-**

**DECEMBER- (0,000)2022**



# PITTSBURG COUNTY ANIMAL SHELTER

## ADOPTIONS FROM PET SENSE (2021)

JANUARY - 10

FEBRUARY - 4

MARCH - 4

APRIL - 7

MAY - 5

JUNE - 16

JULY - 7

AUGUST - 13

SEPTEMBER - 17

OCTOBER - 9

NOVEMBER - 9

DECEMBER - 22

TOTAL:123 ADOPTIONS(2021)

## ADOPTIONS FROM PET SENSE (2022)

JANUARY- 20

February-12

MARCH-21

APRIL- 15

MAY -17

JUNE-19

JULY- 7

AUGUST- 23

SEPTEMBER-

OCTOBER-

NOVEMBER-

DECEMBER-

TOTAL:000 ADOPTIONS(2022)



[www.shoppetstock.com](http://www.shoppetstock.com) 160090214

# PITTSBURG COUNTY ANIMAL SHELTER FELINE SURRENDERS

## SURRENDERS FOR THE MONTHS OF 2021

JANUARY-87

FEBRUARY-31

MARCH-73

APRIL- 82

MAY-124

JUNE- 214

JULY- 205

AUGUST- 193

SEPTEMBER- 133

OCTOBER- 141

NOVEMBER- 97

DECEMBER- 91

## TOTAL FOR THE YEAR(2021)

**1,471**

## SURRENDERS FOR THE MONTHS OF 2022

JANUARY- 44

FEBRUARY-23

MARCH- 74

APRIL-117

MAY-229

JUNE-298

JULY-94

AUGUST-167

SEPTEMBER-

OCTOBER-

NOVEMBER-

DECEMBER-

## TOTAL FOR THE YEAR(2022)

**0,000**



# PITTSBURG COUNTY ANIMAL SHELTER FELINE ADOPTIONS

ADOPTIONS FOR THE  
MONTHS OF 2021

JANUARY-56

FEBRUARY-18

MARCH-47

APRIL-39

MAY-54

JUNE-49

JULY-44

AUGUST-51

SEPTEMBER-50

OCTOBER-38

NOVEMBER-34

DECEMBER-48

TOTAL ADOPTIONS 2021

528

ADOPTIONS FOR THE  
MONTHS OF 2022

JANUARY-47

FEBRUARY-22

MARCH- 44

APRIL-38

MAY- 44

JUNE-51

JULY-30

AUGUST-56

SEPTEMBER-

OCTOBER-

NOVEMBER-

DECEMBER-

TOTAL ADOPTIONS 2022

000



# PITTSBURG COUNTY ANIMAL SHELTER CANINE SURRENDERS

**SURRENDERS FOR THE  
MONTHS OF 2021**

**JANUARY- 108**

**FEBRUARY- 86**

**MARCH- 149**

**APRIL- 120**

**MAY- 125**

**JUNE- 98**

**JULY- 124**

**AUGUST- 145**

**SEPTEMBER- 152**

**OCTOBER- 142**

**NOVEMBER- 92**

**DECEMBER- 107**

**TOTAL FOR THE YEAR(2021)**

**1,448 SURRENDERS**

**SURRENDER FOR THE  
MONTH OF 2022**

**JANUARY-161**

**FEBRUARY- 94**

**MARCH- 133**

**APRIL- 132**

**MAY- 171**

**JUNE- 172**

**JULY- 66**

**AUGUST- 224**

**SEPTEMBER-**

**OCTOBER-**

**NOVEMBER-**

**DECEMBER-**

**TOTAL FOR THE YEAR(2022)**

**0,000 SURRENDERS**



# PITTSBURG COUNTY ANIMAL SHELTER CANINE ADOPTIONS

## ADOPTIONS FOR THE MONTHS OF 2021

JANUARY-97

FEBRUARY-76

MARCH-127

APRIL-88

MAY-89

JUNE-80

JULY-97

AUGUST-100

SEPTEMBER-92

OCTOBER-98

NOVEMBER-67

DECEMBER-97

## TOTAL ADOPTIONS (2021)

**1,108**

## ADOPTIONS FOR THE MONTHS OF 2022

JANUARY-94

FEBRUARY-43

MARCH-101

APRIL-80

MAY-78

JUNE-77

JULY-56

AUGUST-91

SEPTEMBER-

OCTOBER-

NOVEMBER-

DECEMBER-

## TOTAL ADOPTIONS (2022)

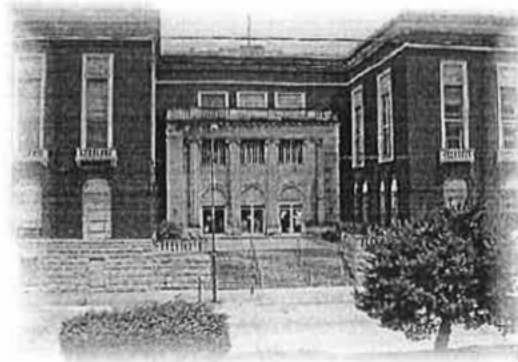
**0,000**



# PITTSBURG COUNTY CLERK'S OFFICE

**DEPUTIES**

BOBBI HARTSFIELD  
MONICA SENNETT  
VIRGINIA O'DELL  
GLADYS BLANSETT



**DEPUTIES**

KAYTLYN MACKEY  
MORGAN CREEKMORE  
MIRANDA BEDFORD  
LAUREN OLIVER  
SYDNEY TARRON

HOPE TRAMMELL, COUNTY CLERK  
PITTSBURG COUNTY COURTHOUSE, ROOM 103  
P.O. BOX 3304  
MCALESTER, OK 74502  
OFFICE 918-423-6865      FAX 918-423-7304

Exceeded Purchase Order: As of September 26, 2021

PO #	AMOUNT	EXCEEDED AMOUNT	VENDOR	FUND	DEPARTMENT
2154	\$1500.00	\$1.40	BEMAC SUPPLY	GENERAL	BUILDING MAINTENANCE

Hope Trammell  
Pittsburg County Clerk





(No Subject) 3



**Twilah Monroe** <twilah@we: To: Pittsburgh County Purchasing Cc: Accounting Jen Allford, Dispatch Allford, clint@weallfordlp.com

Mon, Oct 3 at 8:11 AM

The bid is  
3.37 UI  
3.67 diesel

**FILED**

OCT 03 2022  
TIME 8:28 AM  
HOPE TRAWMELL, COUNTY CLERK  
PITTSBURG COUNTY  
BY VO DEPUTY

Sent from my iPhone Twilah Monroe



**Pittsburg County Purchasing** To: Twilah Monroe

Mon, Oct 3 at 8:14 AM

WHAT IS PROPANE?

Show original message



**Twilah Monroe** <twilah@we: To: Pittsburgh County Purchasing

Mon, Oct 3 at 8:22 AM

2.49 propane.  
Sorry I have no electric.

Sent from my iPhone Twilah Monroe

Show original message

# Pittsburg County, Oklahoma

## Certificate of Authority

to Establish a Cemetery

I-2022-009642 Book 2616 Pg 507  
10/05/2022 10:44am Pg 0507-0507  
Fee: \$0.00 Doc: \$0.00  
Hope Trammell - Pittsburg County Clerk  
State of OK MS

NO FEE

We, the Board of County Commissioners, Pittsburg County, do certify that: The following entity has duly complied with the relevant provisions of Pittsburg County and the Oklahoma State Statutes, Title 8 § 183, and is formed and authorized to establish a cemetery in Pittsburg County, Oklahoma, on or after the date listed below with all the rights and privileges, and subject to any limitations, duties and restrictions as listed in Oklahoma State Statutes, Title 8.

This cemetery is now filed with the County Clerk of Pittsburg County.

Name of Cemetery: Sand Branch

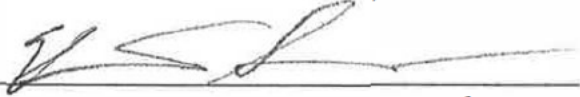
Name of Property Owner  
At time of establishment: Deborah Heathcock

Location of Cemetery: A tract of land in the NW/NW/NW  
Section 33, Township 9 North, Range 16 East.


Date Certificate Issued: September 19, 2022

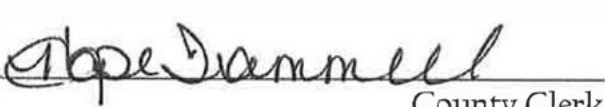


BOARD OF COUNTY COMMISSIONERS  
PITTSBURG COUNTY, OKLAHOMA

  
Chairman

  
Vice Chairman

  
Member

  
County Clerk



# Pittsburg County

## Proclamation

*WHEREAS, the goal of 4-H is to provide opportunities for youth in Oklahoma in the development of life skills including leadership, citizenship and personal development; and*

*WHEREAS, the Pittsburg County 4-H Program last year assisted over 14,000 young people between the ages of five and nineteen years in their four-fold development of Head, Heart, Hands and Health in more than 50 organized clubs and additional special interest groups throughout the County; and*

*WHEREAS, 4-H programs involve "learning by doing" experiences in over 60 subject-matter areas covering the broad and diverse interests of young people in both urban and rural settings; and*

*WHEREAS, 4-H members receive inspiration and guidance from interested parents, professional Extension workers, and over 60 volunteer and adult and teen leaders.*

*NOW, THEREFORE, BE IT RESOLVED, that the County Commissioners, subscribing to the aims and objectives of 4-H and recognizing the importance of this Youth Development Program of the Oklahoma Cooperative Extension Service, do hereby proclaim the month of October 2022 as*

### ***4-H Month in Pittsburg County***

*in the state of Oklahoma*



District 1 Commissioner: \_\_\_\_\_

*Charlie Rogers*

District 2 Commissioner: \_\_\_\_\_

*Kevin Smith*

District 3 Commissioner: \_\_\_\_\_

*Ross Selman*

## PROCLAMATION:

**WHEREAS**, domestic violence is a serious crime that affects people of all genders, ages, races, and income levels; and

**WHEREAS**, domestic violence is widespread and affects millions of Americans each year; and

**WHEREAS**, approximately one in three Americans have witnessed an incident of domestic violence; and

**WHEREAS**, children that grow up in violent homes are subjected to abuse and neglect at a higher rate than the national average; and

**WHEREAS**, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

**WHEREAS**, only a coordinated community effort will put a stop to this community scourge; and

**WHEREAS**, Domestic Violence Awareness Month provides an excellent opportunity for citizens to learn more about preventing domestic violence and to show support for the numerous organizations and individuals who provide critical advocacy, services and assistance to victims;

**THEREFORE**, We the Pittsburg County Commissioners do hereby recognize the month of October within Pittsburg County, State of Oklahoma as

### DOMESTIC VIOLENCE AWARENESS MONTH.



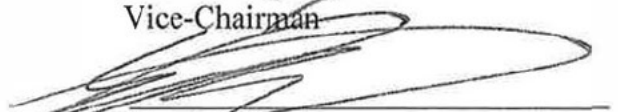
Kevin Smith  
Chairman



Charlie Rogers  
Vice-Chairman



Ross Selman  
Member



Chuck Sullivan  
District Attorney



**RESOLUTION**

NO. 23-064


The Board of County Commissioners, Pittsburg County, Met in regular session Monday, October 3<sup>rd</sup>, 2022.

**WHEREAS**, the **SHADY GROVE FIRE DEPARTMENT** wishes to cancel the following Purchase Order

**2721** to McAlester Tag Agent dated September 20<sup>th</sup>, 2022 in the amount of \$60.00 for Title Transfer.

**WHEREAS**, the purchase order was not used, therefore it is no longer needed.

**THEREFORE BE IT RESOLVED**, Pittsburg County Commissioners do hereby cancel Purchase Order 2721 for FY 2022-2023.

  
CHAIRMAN



  
MEMBER

  
MEMBER

ATTEST:

  
COUNTY CLERK

RESOLUTION  
23-065

The Board of County Commissioners, Pittsburg County, met in regular session on Monday, October 3, 2022.

WHEREAS, Pittsburg County District 1 wishes to declare the following item surplus to be transferred to the inventory of Pittsburg County District 3:

<u>ITEM#</u>	<u>DESCRIPTION</u>	<u>SERIAL/VIN#</u>
D-301.176	2022 FORD F-150	1FTFWIE5XNFB03482

THEREFORE, BE IT KNOWN, the Board of County Commissioners, Pittsburg County, do hereby declare the above-mentioned items surplus, to be transferred to Pittsburg County District 3, effective immediately.

BOARD OF COUNTY COMMISSIONERS  
PITTSBURG COUNTY, OKLAHOMA

ATTEST:



CHAIRMAN

MEMBER

MEMBER

COUNTY CLERK

RESOLUTION

NO. 23-067

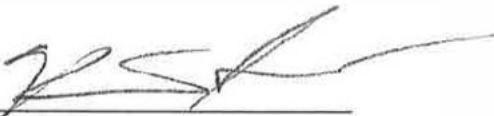
The Board of County Commissioners, Pittsburg County, Met in regular session Monday, October 3<sup>rd</sup>, 2022.

**WHEREAS**, the SHERIFFS DEPARTMENT wishes to cancel the following Purchase Order

**3575** to Pittsburg County Health Department dated October 25<sup>th</sup>, 2021 in the amount of \$150.00 for Inmate TB Skin Test.

**WHEREAS**, the purchase order was not used, therefore it is no longer needed.

**THEREFORE BE IT RESOLVED**, Pittsburg County Commissioners do hereby cancel Purchase Order 3575 for FY 2021-2022.

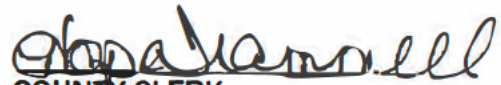
  
CHAIRMAN

  
MEMBER

  
MEMBER



ATTEST:

  
COUNTY CLERK

RESOLUTION  
23-068

PITTSBURG COUNTY BURN BAN

WHEREAS, the Board of County Commissioners, Pittsburg County, pursuant to the authority granted to the Board by Section 16-26.B of Title 2 of the Oklahoma Statutes, do hereby proclaim that extreme fire danger exists in Pittsburg County. This situation (as defined in Section 16-26.B.1 a-d, Title 2. O.S.) has been verified by a documented concurrence of the majority of the County's municipal managers and rural fire chiefs or their designees.

WHEREAS, by virtue of this resolution, it is unlawful for any person to set fire to any forest, grass, range, crop, or other wildlands, or build a campfire or bonfire, or to burn trash or other material, or use any fireworks that may cause a forest, grass, range, crop or other wildland fire. NOTE: Outdoor welding will be allowed, provided that there is fire watch personnel on scene while welding and/or cutting activities are being performed.

WHEREAS, any law enforcement office of the State of Oklahoma may carry out the enforcement of this resolution. Any person convicted of violating this resolution shall be guilty of a misdemeanor and shall be subject to a fine of not more than Five Hundred Dollars (\$500.00), to imprisonment of not more than one (1) year, or to both such fine and imprisonment.

WHEREAS, certain exceptions are attached to this resolution by Pittsburg County.

NOW, THEREFORE BE IT RESOLVED, that the Board of County Commissioners, Pittsburg County, made this COUNTY-WIDE BURN BAN, effective immediately for a period not to exceed Fourteen (14) days from the date of passage by the Board of County Commissioners. If extreme fire danger conditions persists, subsequent resolutions may be passed. This Burn Ban may be removed at any time during the seven day period by the same method by which it was approved.

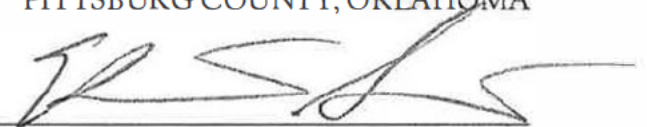
\*Attachment on back.

Approved this 3rd day of October, 2022.

BOARD OF COUNTY COMMISSIONERS  
PITTSBURG COUNTY, OKLAHOMA

ATTEST:

CHAIRMAN



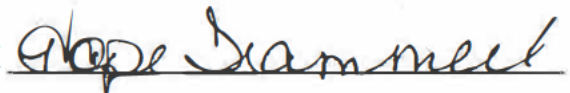
VICE-CHAIRMAN



MEMBER



COUNTY CLERK





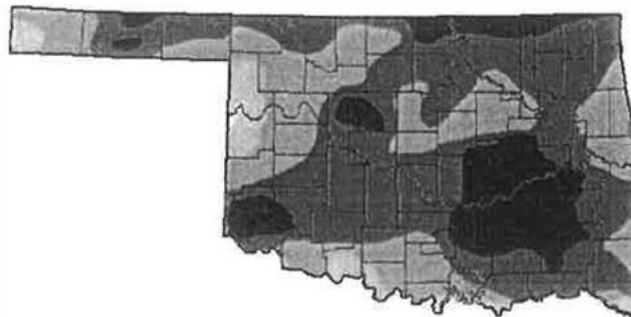
U.S. Drought Monitor - Oklahoma

- Oklahoma Climate
- Local Data
- Tornadoes & Severe Storms
- Drought & Wildfire
- Outlooks
- Reports & Summaries
- Links & Resources

Back to Drought & Wildfires [Share](#) [Tweet](#)

## U.S. Drought Monitor Oklahoma

**September 27, 2022**  
(Released Thursday, Sep. 29, 2022)  
Valid 8 a.m. EDT



*Drought Conditions (Percent Area)*

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	0.00	100.00	99.88	94.44	64.44	17.25
<b>Last Week</b> <i>09-20-2022</i>	0.03	99.97	98.91	89.25	53.99	13.64
<b>3 Months Ago</b> <i>06-28-2022</i>	54.09	46.91	30.76	14.79	5.07	1.36
<b>Start of Calendar Year</b> <i>01-04-2022</i>	5.02	94.99	88.14	72.28	40.41	0.00
<b>Start of Water Year</b> <i>09-28-2021</i>	6.45	93.55	73.23	23.72	2.65	0.00
<b>One Year Ago</b> <i>09-28-21</i>	6.45	93.55	73.23	23.72	2.65	0.00

*Intensity*

- None
- D2 Severe Drought
- D0 Abnormally Dry
- D3 Extreme Drought
- D1 Moderate Drought
- D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

*Author:*

Richard Heim  
NCEI/NOAA



[droughtmonitor.unl.edu](https://droughtmonitor.unl.edu)

The map displays weekly drought conditions, as designated by experts including climatologists at the Oklahoma Climatological Survey. The data cutoff for Drought Monitor maps is Tuesday at 7 a.m. Eastern Standard Time. The maps, which are based on analysis of the data, are released each Thursday at 8:30 a.m. Eastern Time.



120 David L. Boren Blvd., Suite 2900  
Norman, OK 73072  
phone: 405.325.2541  
fax: 405.325.7282

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- [Very High Fire Weather Danger in Eastern Oklahoma, Northwest Arkansas This Afternoon](#)
- [Information for Ongoing Drought Across Eastern OK and Northwest AR](#)

## Additional Headlines

## Hazardous Weather Conditions

- [Hazardous Weather Outlook](#)

[En Español](#)

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### Current conditions at

### Tulsa, Tulsa International Airport (KTUL)

Lat: 36.2°N Lon: 95.89°W Elev: 676ft



Fair

**50°F**  
10°C

Humidity 86%  
Wind Speed Calm  
Barometer 30.21 in (1022.6 mb)  
Dewpoint 46°F (8°C)  
Visibility 10.00 mi  
Last update 3 Oct 6:53 am CDT

## Extended Forecast for Vera OK

Today	Tonight	Tuesday	Tuesday Night	Wednesday	Wednesday Night	Thursday	Thursday Night	Friday
Sunny	Mostly Clear	Mostly Sunny	Partly Cloudy	Mostly Sunny	Partly Cloudy	Sunny	Mostly Clear	Sunny
High: 87 °F	Low: 52 °F	High: 87 °F	Low: 53 °F	High: 87 °F	Low: 56 °F	High: 88 °F	Low: 52 °F	High: 70 °F

## Detailed Forecast

### Today

Sunny, with a high near 87. East wind around 5 mph becoming south in the afternoon.

### Tonight

Mostly clear, with a low around 52. Southeast wind around 5 mph becoming calm in the evening.

### Tuesday

Mostly sunny, with a high near 87. Light southeast wind becoming south 5 to 10 mph in the morning.

### Tuesday Night

Partly cloudy, with a low around 53. Southeast wind around 5 mph.

### Wednesday

Mostly sunny, with a high near 87. West wind around 5 mph.

### Wednesday Night

Partly cloudy, with a low around 56. West wind around 5 mph becoming calm.

### Thursday

Sunny, with a high near 88. Light northwest wind becoming north 5 to 10 mph in the morning.

### Thursday Night

Mostly clear, with a low around 52. North wind 5 to 10 mph.

### Friday

Sunny with a high near 70. Northeast wind 10 to 15 mph, with gusts as high as 20 mph.

### Friday Night

Partly cloudy, with a low around 45. Northeast wind 5 to 10 mph.

### Saturday

Mostly sunny, with a high near 68. East wind 5 to 10 mph.

### Saturday Night

Partly cloudy, with a low around 46. East wind around 5 mph becoming calm in the evening.

### Sunday

Mostly sunny, with a high near 76. South wind 5 to 10 mph.



Forecast Area

### Point Forecast:

Vera OK  
36.46°N 95.89°W

### Last Update:

5:45 am CDT Oct 3, 2022

### Forecast Valid:

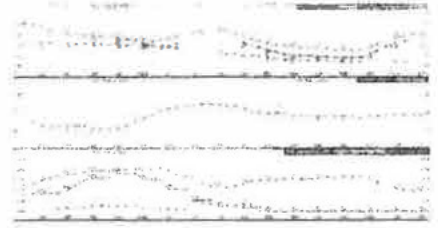
7am CDT Oct 3, 2022-6pm CDT Oct 9, 2022

## Additional Resources

### Radar & Satellite Image



# Hourly Weather Forecast



Dept:	Quinton	Phone #	E-mail	Agree	Do not agree
Chief:	Scott Daniels		luther.daniels@oneok.com	X	
Asst Chief:	Mike West		mikewest@cornweldealer.com		
Dept:	Russellville	Phone #	E-mail	Agree	Do not agree
Chief:	Clayton Potts		spotts756@gmail.com	X	
Asst Chief:	Hank Eakle		hank.eakle@gmail.com		
Dept:	Sams Point	Phone #	E-mail	Agree	Do not agree
Chief:	Duane Rodgers		samspointfr@gmail.com	X	
Asst Chief:	Jan Agnew		jan.agnew@yahoo.com		
Dept:	Savanna	Phone #	E-mail	Agree	Do not agree
Chief:	Jeff Jones		savannafiredept@gmail.com	X	
Asst Chief:	Coy Holt				
Dept:	Shady Grove	Phone #	E-mail	Agree	Do not agree
Chief:	Chris Herrin		sgvfd@hotmail.com	X	
Asst Chief:	Anthony Wesley				
Dept:	Tannehill	Phone #	E-mail	Agree	Do not agree
Chief:	Ricky Compton		tannehillfiredepartment@gmail.com	X	
Asst Chief:	Gene Dalmont				
Dept:	Union Chappell	Phone #	E-mail	Agree	Do not agree
Chief:	Jason Myers			X	
Asst Chief:	Clayton Rice				
Email Contact	Verna Caudill		v_caudill@yahoo.com		
Dept:		Phone #	E-mail	Agree	Do not agree
Chief:					
Asst Chief:					

Burn Ban requested by:

Burn Ban Poll Taken By:

Yes for Burn Ban:

No for Burn Ban:

Unable to Contact

Randy Crone

Erin Braxton

Denton Cossey

Dept: Hayuzzi/Ampelar

26

1

0



<b>Dept:</b>	Elm Point	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Dale Mason		jackdalmason53@gmail.com	X	
Asst Chief:	Dennis Mason				
<b>Dept:</b>	Haileyville	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Kevin Mick		haileyvillevfd@yahoo.com	X	
Asst Chief:	Bobby Morrow				
<b>Dept:</b>	Hartshorne	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Gerry Barone		hartshornefiredept@gmail.com	X	
Asst Chief:					
<b>Dept:</b>	Haywood/Arpelar	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Randy Crone		rancro42@yahoo.com	X	
Asst Chief:	Dale Brown		gdalebrown1974@yahoo.com		
<b>Dept:</b>	High Hill	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Nina Howry		highhillfd@gmail.com	X	
Asst Chief:	Billy Howry Jr.				
<b>Dept:</b>	Highway 9	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Danny Choat		9firenine9@gmail.com	X	
Asst Chief:	Mike Rhodes		9firenine9@gmail.com		
<b>Dept:</b>	Indianola	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Jimmy Herrin			X	
Asst Chief:	Michelle Mulliniks		indianolafire@yahoo.com		
<b>Dept:</b>	Kiowa	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Clifford Sexton			X	
Asst Chief:	Body Jameson				
<b>Dept:</b>	Krebs	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Chuck Nelms		nelms_chuck@yahoo.com	X	
Asst Chief:	Jim Cortassa		cortassa@att.net		
<b>Dept:</b>	McAlester	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Brett Brewer		brett.brewer@cityofmcalester.com	X	
Asst Chief:	Benny Brooks		benny.brooks@cityofmcalester.com		
<b>Dept:</b>	Pittsburg	<b>Phone #</b>	<b>E-mail</b>	<b>Agree</b>	<b>Do not agree</b>
Chief:	Ty Sullivan			X	
Asst Chief:	Holly Sweetin (SEC)		hollysullivan10@gmail.com		



McAteer Pittsburg County

# PITTSBURG COUNTY BURN BAN POLL

Revision Date: 8/11/2022

Poll Date 9/29/2022

Do you agree with the need for a County wide Burn Ban?

Dept:	Alderson	Phone #	E-mail	Agree	Do not agree
Chief:	Jim McCoy	[REDACTED]	<a href="mailto:tjmccoy1@yahoo.com">tjmccoy1@yahoo.com</a>	X	
Asst Chief:	Russell Thurman	[REDACTED]	<a href="mailto:Russell1080@icloud.com">Russell1080@icloud.com</a>		
Dept:	Ashland	Phone #	E-mail	Agree	Do not agree
Chief:	Kenny Weiher	[REDACTED]	<a href="mailto:skw5861@yahoo.com">skw5861@yahoo.com</a>	X	
Asst Chief:	Toby Freas	[REDACTED]	<a href="mailto:6719hillbilly@yahoo.com">6719hillbilly@yahoo.com</a>		
Dept:	Arrowhead Estates	Phone #	E-mail	Agree	Do not agree
Chief:	Junior L Crabtree	[REDACTED]	<a href="mailto:crabjld@cvok.net">crabjld@cvok.net</a>	X	
Asst Chief:	Frank Weeks	[REDACTED]			
Dept:	Blanco	Phone #	E-mail	Agree	Do not agree
Chief:	William Johnson	[REDACTED]	<a href="mailto:blancofd@kiamichiwb.org">blancofd@kiamichiwb.org</a>		X
Asst Chief:	Chris Burchfield	[REDACTED]			
Dept:	Blue	Phone #	E-mail	Agree	Do not agree
Chief:	Hunter James	[REDACTED]	<a href="mailto:bvamok@gmail.com">bvamok@gmail.com</a>	X	
Asst Chief:					
Dept:	Bugtussle	Phone #	E-mail	Agree	Do not agree
Chief:	Jered Weeks	[REDACTED]	<a href="mailto:bugtusslefire@outlook.com">bugtusslefire@outlook.com</a>	X	
Asst Chief:	Doyle Morris	[REDACTED]			
Dept:	Canadian	Phone #	E-mail	Agree	Do not agree
Chief:	Vess Neill	[REDACTED]	<a href="mailto:mattnatt@cvok.net">mattnatt@cvok.net</a>	X	
Asst Chief:	James Mefford	[REDACTED]	<a href="mailto:gmanstring@yahoo.com">gmanstring@yahoo.com</a>		
Dept:	Canadian Shores	Phone #	E-mail	Agree	Do not agree
Chief:	Donald Cathey Jr.	[REDACTED]	<a href="mailto:canadianshoresfire@yahoo.com">canadianshoresfire@yahoo.com</a>	X	
Asst Chief:	Justin King	[REDACTED]			
Dept:	Crowder	Phone #	E-mail	Agree	Do not agree
Chief:	Greg Hubbard	[REDACTED]	<a href="mailto:hubblawfire@yahoo.com">hubblawfire@yahoo.com</a>	X	
Asst Chief:	Kelly Burks	[REDACTED]	<a href="mailto:burkskelly299@gmail.com">burkskelly299@gmail.com</a>		



RESOLUTION

23-069

To Advertise

The Board of County Commissioners, Pittsburg County, met in regular session on Monday, October 3, 2022.

WHEREAS, the Pittsburg County District 2 wishes to advertise for the following:

One (1), Used 10 Wheel Dump Truck  
Lease Purchase with Financing Included

A bid package containing complete specifications and an "Invitation to Bid" are available at the Pittsburg County Clerk's Office, 115 E. Carl Albert Pkwy, Room 103, McAlester, Oklahoma 74501 or online at [pittsburg.okcounties.org](http://pittsburg.okcounties.org).

THEREFORE, each competitive bid submitted to the County must be accompanied with an affidavit for filing with the competitive bid form, as required by Title 61 O.S. § 101-138.

Sealed bids will be received and filed with the Pittsburg County Clerk until Friday, October 14, 2022 at 4:00 p.m. All bids received after 4:00 p.m. on Friday, October 14, 2022 WILL NOT BE OPENED. Bids will be opened on Monday, October 17, 2022 at 10:00 a.m. in the Board of County Commissioners Conference Room, 115 E. Carl Albert Pkwy, McAlester, Oklahoma. The Board of County Commissioners, Pittsburg County, reserves the right to reject any and all bids and re-advertise.

BOARD OF COUNTY COMMISSIONERS  
PITTSBURG COUNTY, OKLAHOMA

ATTEST:

CHAIRMAN



VICE CHAIRMAN



MEMBER



COUNTY CLERK

