



NOTICE AND AGENDA OF REGULAR MEETING

Pursuant to the Oklahoma Open Meeting Act (25 O.S. Sec. 301, et seq.), notice is hereby given that the Board of County Commissioners, Pittsburg County, will hold a regular meeting as follows

DATE: December 4, 2023

TIME: 9:00 A.M.

PLACE: COUNTY COMMISSIONERS CONFERENCE ROOM
PITTSBURG COUNTY COURTHOUSE
115 EAST CARL ALBERT PARKWAY, ROOM 100B
MCALESTER, OKLAHOMA

FILED

DEC 01 2023

TIME 08:25 AM

HOPE TRAMMELL, COUNTY CLERK
PITTSBURG COUNTY

BY _____ DEPUTY

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

AGENDA

1. CALL MEETING TO ORDER
2. ROLL CALL:

CHARLIE ROGERS	-	CHAIRMAN
ROSS SELMAN	-	VICE-CHAIRMAN
KEVIN SMITH	-	MEMBER
3. APPROVAL OF AGENDA
4. APPROVE/DISAPPROVE MEETING MINUTES
 - A. Regular Meeting from November 27, 2023
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 TO THREE (3) MINUTES. COMMENTS ARE LIMITED TO ITEMS ON THE AGENDA. ANY COMMENTS BY THE PUBLIC ON ITEMS NOT ON THE AGENDA CANNOT BE ACKNOWLEDGED OR DISCUSSED BUT CAN BE PLACED ON AN UPCOMING AGENDA FOR DISCUSSION AND POSSIBLE ACTION.
6. OFFICIALS – DEPARTMENT REPORTS
 - A. COMMISSIONERS
 - i. 2023 Local Highway Finance Report
7. FISCAL TRANSACTIONS
 - A. Claims and Purchase Orders
 - B. Transfers
 - C. Monthly Reports
 - D. Blanket Purchase Orders
8. UNFINISHED BUSINESS

- A. Discussion, Consideration and Approval of Purchase Contract between Pittsburg County District 3 and the Oklahoma Department of Transportation Road Machinery and Equipment Revolving Fund for a 2024 Kenworth-Etnyre Oil Distributor Truck
- B. Award Bid No. 8, Printing of Regular Ballots, Absentee Ballots and Sample Ballots for All Elections that are called for by Resolution with the County Election Board

9. AGENDA ITEMS

- A. Resolution 24-148 to declare items surplus – District 3
- B. Resolution 24-149 to declare item surplus and transfer- Assessor
- C. Resolution 24-150 authorizing the Pittsburg County Clerk to issue a purchase card to Kevin Enloe, Emergency Management Director
- D. Resolution 24-151 to Cancel Purchase Orders - Sheriff
- E. Discussion, Consideration and Possible action to Approve Transcript of Proceedings; Resolution 24-151 for Commissioners Sale; Approve and Sign County Deed, all for South 55 feet of Lot 4, Block 231, South McAlester - Treasurer
- F. Discussion, Consideration and Possible Action to Approve the Circuit Engineering District Auction Policies
- G. Discussion, Consideration and Possible Action to Approve Payment to Tisdal & O'Hara for professional services in the Hiland Partners, Scissortail Energy and Arkoma court cases – Assessor
- H. Approve/disapprove the 2024 Schedule of Meetings

10. ROAD CROSSING PERMITS

None.

11. NEW BUSINESS

CONSIDERATION AND POSSIBLE ACTION WITH RESPECT TO ANY OTHER MATTERS NOT KNOWN ABOUT OR WHICH COULD NOT HAVE BEEN FORESEEN PRIOR TO THE POSTING OF THIS AGENDA.

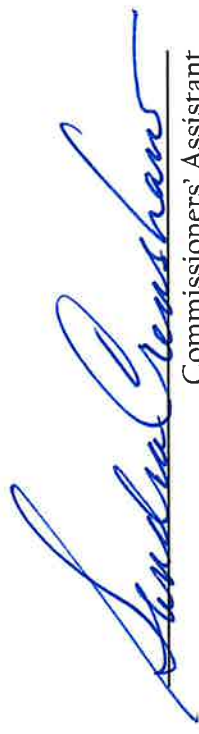
12. 10:00 A.M. – PUBLIC HEARINGS

None.

13. 10:00 A.M. – BID OPENINGS

None.

14. RECESS/ADJOURNMENT



Andrew Crenshaw
Commissioners' Assistant

**PITTSBURG COUNTY COMMISSIONER
DECEMBER 4, 2023
MEETING MINUTES**

The Board of County Commissioners, Pittsburg County, met in regular session on December 4, 2023 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 8:25 A.M., December 1, 2023.

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

2. ROLL CALL: Roll was called.

Charlie Rogers	Present
Ross Selman	Present
Kevin Smith	Present

3. APPROVAL OF AGENDA: Smith made a motion to approve the agenda; seconded by Rogers.

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

4. APPROVE/DISAPPROVE MINUTES FROM:

A. REGULAR MEETING, NOVEMBER 27, 2023: The minutes from the previous meeting, November 27, 2023 regular meeting were read. Selman made a motion to approve the minutes; seconded by Smith.

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

5. RECOGNITION OF GUESTS/PUBLIC COMMENTS: None.

6. OFFICIALS – DEPARTMENT REPORTS:

A. COMMISSIONER:

i. 2023 LOCAL HIGHWAY FINANCE REPORT: The board reviewed the local highway finance report.

7. FISCAL TRANSACTIONS:

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

AYE: Charlie Rogers
 Ross Selman
 Kevin Smith

NAY: None.

Motion Passed.

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

AYE: Charlie Rogers
 Ross Selman
 Kevin Smith

NAY: None.

Motion Passed.

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

AYE: Charlie Rogers
 Ross Selman
 Kevin Smith

NAY: None.

Motion Passed.

D. BLANKET PURCHASE ORDERS:

DEPT	PO	AMOUNT	VENDOR
Haywood/Arpelar Fire Dept	5014	\$ 1,500.00	Kiamichi Automotive
Haileyville Fire Dept	5015	\$ 1,500.00	Kiamichi Automotive
District 1	5016	\$ 1,000.00	Unifirst
District 2	5017	\$ 1,000.00	Unifirst 1 st Aid
District 1	5018	\$14,870.00	Tinker Motor Co.
District 2	5019	\$ 300.00	H2O Depot
District 1	5020	\$ 5,000.00	Comdata
Expo	5021	\$ 500.00	Bemac
District 3	5022	\$ 6,000.00	Comdata
Expo	5023	\$ 500.00	Johnny's Market
District 1	5024	\$ 1,000.00	Yellowhouse Machinery
Expo	5025	\$ 500.00	KC Farm
District 1	5026	\$ 200.00	Lindley's Grocery
Animal Shelter	5027	\$ 200.00	Comdata

DEPT	PO	AMOUNT	VENDOR
District 2	5028	\$ 1,500.00	Kiamichi Automotive
Asphalt Plant	5029	\$ 250.00	Unifirst
Expo	5030	\$ 500.00	Lowes
District 3	5031	\$ 1,500.00	Kiamichi Automotive
District 2	5032	\$ 200.00	Compliance Resource
Animal Shelter	5033	\$ 200.00	Compliance Resource
District 2	5034	\$ 1,000.00	Unifirst
District 1	5035	\$ 500.00	Weldon Parts
Expo	5036	\$ 100.00	Unifirst
Animal Shelter	5037	\$ 200.00	Unifirst
Expo	5038	\$ 750.00	Comdata
District 3	5039	\$ 100.00	OTA Pikepass
Asphalt Plant	5040	\$ 100.00	H2O Depot
Expo	5041	\$ 500.00	Johnnys Market
District 1	5042	\$ 200.00	Compliance Resource
District 1	5043	\$ 500.00	O'Reilly's
District 1	5044	\$ 500.00	Kiamichi Automotive
Asphalt Plant	5045	\$ 500.00	Comdata
Asphalt Plant	5046	\$ 500.00	Kiamichi Automotive
District 1	5047	\$ 1,000.00	Warren Power
District 3	5048	\$ 200.00	Compliance Resource
Animal Shelter	5049	\$ 50.00	H2O Depot
District 2	5050	\$ 100.00	OTA Pikepass
Expo	5051	\$ 75.00	H2O Depot
Expo	5052	\$ 1,500.00	Ada Paper
District 1	5053	\$ 100.00	OTA Pikepass
District 1	5054	\$ 25.00	H2O Depot

Rogers made a motion to approve the blanket purchase orders; seconded by Selman.

AYE: Charlie Rogers
 Ross Selman
 Kevin Smith

NAY: None.

Motion Passed.

8. UNFINISHED BUSINESS:

A. DISCUSSION, CONSIDERATION AND APPROVAL OF PURCHASE CONTRACT BETWEEN PITTSBURG COUNTY DISTRICT 3 AND THE OKLAHMA DEPARTMENT OF TRANSPORTATION ROAD MACHINERY AND EQUIPMENT REVOLVING FUND FOR A 2024 KENWORTH ETNYRE OIL DISTRIBUTOR TRUCK: No action taken.

B. AWARD BID NO. 8, PRINTING OF REGULAR BALLOTS, ABSENTEE BALLOTS AND SAMPLE BALLOTS FOR ALL ELECTION THAT RE CALLED FOR BY RESOLUTION WITH THE COUNTY ELECTION BOARD: Rogers read a letter from the Election Board requesting that the bid be awarded to Royal Printing. Smith made a motion to award the bid to Royal Printing as the only bidder; seconded by Rogers.

9. AGENDA ITEMS:

A. RESOLUTION 24-148 TO DECLARE ITEMS SURPLUS – DISTRICT 3: Rogers read the resolution stating the following items.

DESCRIPTION	INVENTORY #	SERIAL/VIN #
SEI Pup Trailer	D3-348.20E	1S9PD3328VK638078
Leach Pup Trailer	D3-348.20D	1L9PD35314H209217

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

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

B. RESOLUTION 24-149 TO DECLARE ITEM SURLUS AND TRANSFER - ASSESSOR: Rogers read the resolution stating the following items.

DESCRIPTION	INVENTORY #	MODEL#
GE Microwave	H-226-02	JE50738DPBB
GE Refrigerator	H-226-03	GTH17BZRBB

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

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

C. RESOLUTION 24-150 AUTHORIZING THE PITTSBURG COUNTY CLERK TO ISSUE A PURCHASE CARD TO KEVIN ENLOE, EMERGENCY MANAGEMENT DIRECTOR: Smith made a motion to approve the purchase card for emergency deployments only; seconded by Rogers.

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

D. RESOLUTION 24-151 TO CANCEL PURCHASE ORDERS - SHERIFF: Rogers read the resolution stating purchase orders 4327, 4686 and 4687. Rogers made a motion to approve the resolution; seconded by Smith.

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

E. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE TRANSCRIPT OF PROCEEDINGS; RESOLUTION 24-151 FOR COMMISSIONERS SALE; APPROVE AND SIGN COUNTY DEED, ALL FOR SOUTH 55 FEET OF LOT 4, BLOCK 231, SOUTH MCALESTER - TREASURER: Rogers made a motion to approve the commissioner's sale; seconded by Selman.

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

F. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE CIRCUIT ENGINEERING DISTRICT AUCTION POLICIES: Smith made a motion to approve the CED auction policies; seconded by Selman.

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

G. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION TO APPROVE PAYMENT TO TISDAL & O'HARA FOR PROFESSIONAL SERVICES IN THE HILAND PARTNERS, SCISSORTAIL ENERGY AND ARKOMA COURT CASES - ASSESSOR: Smith made a motion to approve the payment; seconded by Selman.

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

H. APPROVE/DISAPPROVE THE 2024 SCHEDULE OF MEETINGS: Smith made a motion to approve the schedule of meetings; seconded by Selman.

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed.

10. ROAD CROSSING PERMITS: None.

11. 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: Sandra Crenshaw stated that Jeff Thompson delivered a letter to the board stating that Community EMS will now have an ambulance located in Crowder as well as the one in Savanna.

12. 10:00 A.M. – PUBLIC HEARINGS: None.

13. 10:00 A.M. - BID OPENINGS: None.

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

AYE: Charlie Rogers
Ross Selman
Kevin Smith

NAY: None.

Motion Passed. Meeting Adjourned.

Purchase Orders By Account

Fiscal Year : 2023-2024

Date Range: 12/04/2023 to 12/04/2023

PO	Warrant No.	Vendor Name	Purpose	Amount
Animal Shelter				
1316-1-8020-2005				
002250	000304	J P COOKE COMPANY	RABIES TAGS	\$ 664.45
003630	000305	ALL ABOUT U PLUMBING	SERVICE CALL	\$ 125.00
003633	000306	WHITES ELECTRIC	LIGHT BULBS	\$ 181.90
003640	000307	ATWOODS	DOG AND CAT FOOD ETC	\$ 391.74
003642	000308	WALMART COMMUNITY CARD	DOG FOOD	\$ 707.00
003648	000309	CENTER, EWELL	VET SERVICES	\$ 700.00
004620	000310	ROSEANNA S ITALIAN FOOD	EMPLOYEE APPRECIATI	\$ 285.00
004813	000311	ACC BUSINESS	MONTHLY INTERNET SE	\$ 254.32
004822	000312	SUMMIT UTILITIES OKLAHOMA INC	MONTHLY SERVICE	\$ 830.72
004835	000313	FUSION LLC	MONTHLY SERVICE	\$ 64.84
004923	000314	CENTER, EWELL	VET SERVICES	\$ 700.00
004924	000315	VYVE BROADBAND	MONTHLY SERVICE	\$ 82.06
Total:				\$ 4,987.03

ARPA 2021

1566-1-2000-2005				
004793	000022	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 4,229.92
Total:				\$ 4,229.92
1566-1-2000-4110				
004985	000023	STONE ELECTRIC	HVAC	\$ 337,500.00
Total:				\$ 337,500.00

Control Substance

7301-1-0200-1110				
004935	000002	DISTRICT ATTORNEYS COUNCIL	PERSONAL SERVICES	\$ 5,373.80
004936	000003	DISTRICT ATTORNEYS COUNCIL	PERSONAL SERVICES	\$ 8,440.61
Total:				\$ 13,814.41

Econ Dev Trust

7603-4-0500-2005				
004676	000173	AMAZON CAPITAL SERVICES INC.	TONER ETC.	\$ 265.69

PO	Warrant No.	Vendor Name	Purpose	Amount
Econ Dev Trust				
7603-4-0500-2005				
004814	000174	SUMMIT FIRE & SECURITY LLC	SPRINKLER INSPECTION	\$ 830.00
004794	000175	ACC BUSINESS	MONTHLY SERVICE	\$ 456.51
004795	000176	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 26.73
004796	000177	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 50.68
004797	000178	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 131.19
004798	000179	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 26.73
004800	000180	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 80.79
004809	000181	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 166.28
Total:				\$ 2,034.60

Emergency Mgmt

1212-2-2700-2005				
003950	000077	LOWES	MAINTENANCE SUPPLIE	\$ 452.00
004824	000078	MILLER OFFICE EQUIPMENT	COPY OVERAGE	\$ 5.45
004825	000079	ACC BUSINESS	MONTHLY INTERNET SE	\$ 254.31
004840	000080	FUSION LLC	MONTHLY SERVICE	\$ 317.87
004950	000081	PITTSBURG COUNTY FIREFIGHTERS	MEMBERSHIP DUES	\$ 25.00
Total:				\$ 1,054.63
1212-2-2700-4110				
003786	000082	L3HARRIS-PSPC	RADIO EQUIPMENT	\$ 8,450.56
Total:				\$ 8,450.56

General

0001-1-0100-2005				
004933	001736	FUSION LLC	MONTHLY SERVICE	\$ 67.56
004934	001737	HEAROD, REGAN	TRANSCRIPTS	\$ 50.00
Total:				\$ 117.56
0001-1-0600-2005				
004791	001738	ACC BUSINESS	MONTHLY SERVICE	\$ 308.57
004912	001739	FUSION LLC	MONTHLY SERVICE	\$ 67.55
Total:				\$ 376.12
0001-1-0800-2005				
003994	001740	SECRETARY OF STATE	NOTARY FILING FEE	\$ 10.00
004784	001741	MILLER OFFICE EQUIPMENT	COPY OVERAGE	\$ 20.65
004789	001742	ACC BUSINESS	MONTHLY SERVICE	\$ 308.57

PO	Warrant No.	Vendor Name	Purpose	Amount
General				
0001-1-0800-2005				
004913	001743	FUSION LLC	MONTHLY SERVICE	\$ 67.56
			Total:	\$ 406.78
0001-1-1000-2005				
000964	001744	EMBASSY SUITES NORMAN	LODGING	\$ 104.00
004790	001745	ACC BUSINESS	MONTHLY SERVICE	\$ 308.57
004911	001746	FUSION LLC	MONTHLY SERVICE	\$ 67.55
004925	001747	PITNEY BOWES BANK INC RESERVE A	POSTAGE	\$ 1,000.00
			Total:	\$ 1,480.12
0001-1-1600-2005				
001812	001748	EMBASSY SUITES NORMAN	LODGING	\$ 856.00
004788	001749	ACC BUSINESS	MONTHLY SERVICE	\$ 308.58
004914	001750	FUSION LLC	MONTHLY SERVICE	\$ 67.56
			Total:	\$ 1,232.14
0001-1-1700-2005				
001811	001751	EMBASSY SUITES NORMAN	LODGING	\$ 428.00
			Total:	\$ 428.00
0001-1-2200-2005				
002998	001752	MCALESTER NEWS CAPITAL & DEM.	PUBLICATION	\$ 229.50
004634	001753	PITTSBURG COUNTY ELECTION BD.	ELECTION EXPENSES	\$ 13,216.67
004920	001754	ACC BUSINESS	MONTHLY INTERNET SE	\$ 152.15
			Total:	\$ 13,598.32
0001-1-3300-2005				
003959	001755	UNIFIRST CORP.	FLOOR MATS AND ETC	\$ 358.70
003962	001756	LOCKE HEATING & COOLING SUPPLY	MAINTENANCE SUPPLIE	\$ 130.69
003963	001757	JAMESCO ENTERPRISES LLC	JANITORIAL SUPPLIES	\$ 885.62
004612	001758	MCALESTER NEWS CAPITAL & DEM.	PUBLICATION	\$ 38.80
004787	001759	PITSTOP LOCK & SAFE	DOOR REPAIR	\$ 105.00
004792	001760	MCALESTER NEWS CAPITAL & DEM.	PUBLICATION	\$ 1,371.45
004962	001761	UTILITY REVIEW CONSULTANTS LLC	UTILITY AUDIT	\$ 19.85
004975	001762	PITNEY BOWES BANK INC RESERVE A	POSTAGE	\$ 705.44
005000	001763	UNIFIRST CORP.	JANITORIAL SUPPLIES	\$ 25.28
005003	001764	PRO KILL INC.	PEST CONTROL	\$ 294.00
			Total:	\$ 3,934.83

PO	Warrant No.	Vendor Name	Purpose	Amount
General				
	0001-2-0400-2012			
	004544	001765	SGC FOODSERVICE	INMATE GROCERIES
	004702	001766	PERFORMANCE FOODSERVICE - LITT	INMATE GROCERIES
	004704	001767	BEN E. KEITH OKLAHOMA	INMATE GROCERIES
			Total:	\$ 6,843.55
	0001-2-2700-2005			
	001871	001768	KIAMICHI AUTOMOTIVE WAREHOUSE	AUTO PARTS ETC.
	004750	001769	CINTAS FIRST AID AND SAFETY #418	FIRST AID SUPPLIES
			Total:	\$ 428.93
	0001-4-0501-2005			
	004926	001770	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE
			Total:	\$ 79.74
	0001-5-0900-1310			
	004999	001771	OWEN, GREGORY J.	TRAVEL
			Total:	\$ 612.51
	0001-5-0900-2005			
	004906	001772	ACC BUSINESS	MONTHLY INTERNET SE
	004907	001773	FUSION LLC	MONTHLY SERVICE
			Total:	\$ 417.15
	Health			
	1216-3-5000-1110			
	004838	000181	OKLA. STATE DEPT. OF HEALTH	PROFESSIONAL SERVIC
			Total:	\$ 44,638.37
	1216-3-5000-2005			
	003186	000182	SAFE KIDS WORLDWIDE	CERTIFICATION FEES
	004839	000183	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE
			Total:	\$ 2,692.99
	1216-3-5000-4110			
	004928	000184	BANCFIRST	LEASE PAYMENT
			Total:	\$ 25,258.75

PO Warrant No. Vendor Name Purpose Amount

Highway

1102-6-4100-2005
000934 001154 EMBASSY SUITES NORMAN LODGING \$ 104.00
Total: \$ 104.00

1102-6-4200-2005
000935 001155 EMBASSY SUITES NORMAN LODGING \$ 208.00
Total: \$ 208.00

1102-6-4300-1310
004922 001156 SELMAN, WILLIAM R. TRAVEL \$ 96.00
Total: \$ 96.00

1102-6-4300-2005
004023 001157 ADVANCED WORKZONE JACKETS \$ 223.20
004342 001158 DOBSON FIBER MONTHLY INTERNET SE \$ 105.04
004347 001159 LOWES FLAGS \$ 26.54
004349 001160 T.H. ROGERS LUMBER ETC \$ 2,080.37
Total: \$ 2,435.15

Hwy-ST

1313-6-8040-2005
004895 001218 ASPHALT & FUEL SUPPLY ROAD OIL \$ 17,983.00
005001 001219 LOWES SHOP/MAINTENANCE SU \$ 310.09
005004 001220 RURAL WATER DIST #6 MONTHLY SERVICE \$ 70.64
Total: \$ 18,363.73

1313-6-8041-2005
004086 001221 SERVICE OKLAHOMA TAG & TITLE \$ 51.00
004786 001222 RAM INC FUEL \$ 4,734.82
004915 001223 FUSION LLC MONTHLY SERVICE \$ 67.56
004930 001224 CROSS TELEPHONE CO. MONTHLY SERVICE \$ 32.46
005005 001225 CANADIAN VALLEY TELEPHONE MONTHLY SERVICE \$ 41.75
Total: \$ 4,927.59

1313-6-8042-2005
002905 001226 DOLESE 2 1/2" CRUSHER RUN \$ 548.39
003076 001227 UNIFIRST CORP. UNIFORM MAINTENANCE \$ 712.06
003107 001228 KIAMICHI AUTOMOTIVE WAREHOUSE PARTS & SHOP SUPPLIE \$ 1,490.38
003426 001229 DOLESE 1 1/2" CRUSHER RUN \$ 10,497.31
003531 001230 UNIFIRST CORP. UNIFORM MAINTENANCE \$ 505.46

PO	Warrant No.	Vendor Name	Purpose	Amount
Hwy-ST				
1313-6-8042-2005				
003538	001231	KIAMICHI AUTOMOTIVE WAREHOUSE	PARTS & SHOP SUPPLIE	\$ 1,038.48
003579	001232	DOLESE	1 1/2" CRUSHER RUN	\$ 10,539.79
003743	001233	DOLESE	1 1/2" CRUSHER RUN	\$ 10,543.47
004594	001234	KIAMICHI AUTOMOTIVE WAREHOUSE	ANTIFREEZE	\$ 993.16
004783	001235	MCELROY, JILL E.	CONTRACT LABOR	\$ 350.00
004799	001236	PUBLIC SERVICE CO. OF OKLAHOMA	MONTHLY SERVICE	\$ 248.61
004916	001237	FUSION LLC	MONTHLY SERVICE	\$ 67.56
004974	001238	JAMESCO ENTERPRISES LLC	JANITORIAL SUPPLIES	\$ 479.37
			Total:	\$ 38,014.04

1313-6-8043-2005				
000936	001239	EMBASSY SUITES NORMAN	LODGING	\$ 208.00
002141	001240	FASTENAL COMPANY	NUTS & BOLTS	\$ 278.71
004111	001241	WESTERN MARKETING, INC.	DIESEL EXHAUST FLUID	\$ 750.93
004197	001242	KIAMICHI AUTOMOTIVE WAREHOUSE	BATTERIES ETC	\$ 1,080.93
004198	001243	RAM INC	FUEL	\$ 3,463.82
004199	001244	RAM INC	FUEL	\$ 5,362.37
004341	001245	CUSTOM PRODUCTS CORPORATION	SIGNS	\$ 4,833.42
004432	001246	CERTIFIED LABORATORIES	GREASE	\$ 319.90
004433	001247	ATWOODS	TARPS	\$ 119.96
004550	001248	FLEET PRIDE	EQUIPMENT PARTS	\$ 653.26
004564	001249	ATWOODS	SLEDGE HAMMER	\$ 17.99
004565	001250	ATWOODS	SHOP SUPPLIES	\$ 23.98
004572	001251	RAM INC	FUEL	\$ 6,540.40
004578	001252	WHEELER METAL	SHEET METAL	\$ 4,180.00
004582	001253	YELLOW HOUSE MACHINE	AXLE	\$ 1,171.68
004600	001254	LOWES	LUMBER ETC	\$ 224.74
004628	001255	WELDON PARTS INC.	MUD FLAPS	\$ 11.08
004801	001256	US CELLULAR	MONTHLY SERVICE	\$ 435.60
004821	001257	SUMMIT UTILITIES OKLAHOMA INC	MONTHLY SERVICE	\$ 643.33
004827	001258	LOWES	SCREWS ETC.	\$ 141.50
004833	001259	KIAMICHI AUTOMOTIVE WAREHOUSE	BRAKE PARTS	\$ 437.94
004887	001260	FUSION LLC	MONTHLY SERVICE	\$ 66.64
004918	001261	KIAMICHI AUTOMOTIVE WAREHOUSE	BRAKE ROTORS ETC	\$ 907.92
			Total:	\$ 31,874.10

Jail-ST				
1315-2-8034-2005				
004810	000376	ACC BUSINESS	MONTHLY SERVICE	\$ 254.31
004834	000377	SUMMIT UTILITIES OKLAHOMA INC	MONTHLY SERVICE	\$ 974.66
			Total:	\$ 1,228.97

PO	Warrant No.	Vendor Name	Purpose	Amount
REAP				
	1425-1-5200-4323			
	004969	000003	RC ROOFING AND CONSTRUCTION LL	
			ROOF REPAIR	\$ 2,350.00
			Total:	\$ 2,350.00
	Rural Fire-ST			
	1321-2-8205-2005			
	003966	000447	KIAMICHI AUTOMOTIVE WAREHOUSE	\$ 406.31
	004295	000448	KIAMICHI AUTOMOTIVE WAREHOUSE	\$ 389.97
	004684	000449	KIAMICHI AUTOMOTIVE WAREHOUSE	\$ 1,159.96
	004964	000450	KIAMICHI ELECTRIC COOPERATIVE	\$ 204.56
	004966	000451	KIAMICHI ELECTRIC COOP.	\$ 80.00
			AUTO PARTS	
			BATTERIES	
			BATTERIES	
			MONTHLY SERVICE	
			MONTHLY INTERNET SE	
			Total:	\$ 2,240.80
	1321-2-8207-2005			
	004036	000452	BANNER FIRE EQUIPMENT	\$ 2,805.00
			STRUCTURE BOOTS ETC	
			Total:	\$ 2,805.00
	1321-2-8207-4130			
	004989	000453	RCB BANK	\$ 2,675.35
			LEASE PAYMENT	
			Total:	\$ 2,675.35
	1321-2-8208-2005			
	004095	000454	MIKES PEST CONTROL	\$ 300.00
	004957	000455	KIAMICHI ELECTRIC COOPERATIVE	\$ 79.00
	004958	000456	THE BURROWS AGENCY	\$ 2,621.00
			MONTHLY SERVICE	
			INSURANCE	
			Total:	\$ 3,000.00
	1321-2-8210-4130			
	004990	000457	WELCH STATE BANK	\$ 3,092.21
			LEASE PAYMENT	
			Total:	\$ 3,092.21
	1321-2-8212-2005			
	004937	000458	PUBLIC SERVICE CO. OF OKLAHOMA	\$ 100.84
	004938	000459	COOKSON HILLS ELECTRIC COOP.	\$ 64.00
			MONTHLY SERVICE	
			MONTHLY SERVICE	
			Total:	\$ 164.84
	1321-2-8214-2005			
	005002	000460	KIAMICHI ELECTRIC COOPERATIVE	\$ 103.46
			MONTHLY SERVICE	
			Total:	\$ 103.46

PO	Warrant No.	Vendor Name	Purpose	Amount
Rural Fire-ST				
1321-2-8215-2005	005013	000461	ADT SECURITY SERVICES	
			MONTHLY SERVICE	\$ 13.43
			Total:	\$ 13.43
1321-2-8215-4130	004991	000462	WELCH STATE BANK	
			LEASE PAYMENT	\$ 4,553.24
			Total:	\$ 4,553.24
1321-2-8216-2005	004836	000463	KIAMICHI ELECTRIC COOPERATIVE	\$ 126.96
	004837	000464	PITTSBURG COUNTY FIREFIGHTERS	\$ 25.00
			Total:	\$ 151.96
1321-2-8219-4130	004992	000465	WELCH STATE BANK	
			LEASE PAYMENT	\$ 1,255.55
			Total:	\$ 1,255.55
1321-2-8225-2005	004979	000466	H & H ALARM CO INC	\$ 42.50
	004980	000467	US CELLULAR	\$ 44.48
			Total:	\$ 86.98
1321-2-8225-4130	004993	000468	K & B GENERAL CONSTRUCTION INC.	
			LEASE PAYMENT	\$ 1,375.19
			Total:	\$ 1,375.19
1321-2-8227-2005	004623	000469	US CELLULAR	
			MONTHLY SERVICE	\$ 124.32
			Total:	\$ 124.32
1321-2-8227-4130	004994	000470	WELCH STATE BANK	
			LEASE PAYMENT	\$ 2,390.24
			Total:	\$ 2,390.24
SH Commissary				
1223-2-0400-2005	003943	000134	KIAMICHI AUTOMOTIVE WAREHOUSE	\$ 339.87
	004909	000135	COMMISSARY EXPRESS	\$ 42.25
			PARTS & SHOP SUPPLIE	
			KIOSK FEES	
			Total:	\$ 382.12

PO Warrant No. Vendor Name Purpose Amount

SH Commissary

1223-2-0400-4110
 004898 000136 VICARS POWERSPORTS UTV \$ 31,099.00
Total: \$ 31,099.00

SH Svc Fee

1226-2-0400-2005
 000012 000862 LOWES MAINTENANCE SUPPLIE \$ 333.94
 003010 000863 ATWOODS K-9 SUPPLIES \$ 40.99
 003016 000864 O REILLY AUTO PARTS AUTO PARTS \$ 288.68
 004616 000865 MCALESTER NEWS CAPITAL & DEM. ADVERTISING /PUBLISHI \$ 50.17
 004819 000866 WALMART COMMUNITY CARD K-9 SUPPLIES \$ 211.49
 004830 000867 U LINE BATTERIES ETC \$ 183.16
 004902 000868 FIFTH QUARTER PRINTING AND EMBR UNIFORMS ETC \$ 108.60
 004983 000869 AMERICAN SOLUTIONS CAR DETAIL SUPPLIES \$ 304.80
Total: \$ 1,521.83

1226-2-0400-2012
 003934 000870 HILAND DAIRY INMATE GROCERIES \$ 719.50
 003947 000871 FLOWERS BAKING CO. OF DENTON INMATE GROCERIES \$ 1,328.42
Total: \$ 2,047.92

1226-2-3400-2005
 001025 000872 ATWOODS MAINTENANCE SUPPLIE \$ 35.64
 003003 000873 WALMART COMMUNITY CARD K-9 SUPPLIES \$ 121.79
 003027 000874 THE BANK N.A. TRAVEL EXPENSES \$ 208.00
 003767 000875 ADA PAPER COMPANY COPY PAPER \$ 266.70
 003924 000876 WHITES ELECTRIC JAIL SUPPLIES \$ 309.24
 003942 000877 BEMAC SUPPLY JAIL SUPPLIES \$ 568.23
 004555 000878 SGC FOODSERVICE MICROWAVE ETC. \$ 538.21
 004695 000879 INDIAN NATION WHOLESale CO. JANITORIAL SUPPLIES \$ 144.75
 004696 000880 SGC FOODSERVICE JAIL KITCHEN SUPPLIES \$ 584.12
 004812 000881 JE SYSTEMS INC FIRE ALARM INSPECTIO \$ 325.00
 004818 000882 PRUETTS FOOD INMATE LUNCHES \$ 87.50
 004828 000883 JAMESCO ENTERPRISES LLC JANITORIAL SUPPLIES \$ 480.88
 004829 000884 BOB BARKER COMPANY MATTRESSES \$ 1,935.00
 004900 000885 FUSION LLC MONTHLY SERVICE \$ 438.08
 004901 000886 KIAMICHI ELECTRIC COOPERATIVE MONTHLY SERVICE \$ 57.20
 004904 000887 IMSA SOFTWARE \$ 100.00
 004984 000888 CINTAS FIRST AID AND SAFETY #418 FIRST AID SUPPLIES \$ 236.39
Total: \$ 6,436.73

PO	Warrant No.	Vendor Name	Purpose	Amount
SH Svc Fee				
1226-2-3400-2030				
003927	000889	HOLMANS FAST LUBE	OIL CHANGES	\$ 726.18
004617	000890	LOWES	BOLT CUTTERS & ETC.	\$ 683.84
004710	000891	U LINE	STORAGE CABINET	\$ 901.73
004910	000892	COMMISSARY EXPRESS	INMATE PHONE TIME	\$ 77.00

Total: \$ 2,388.75

Grand Total: \$ 642,127.51

The public report burden for this information collection is estimated to average 380 hours annually.

LOCAL HIGHWAY FINANCE REPORT	STATE: OKLAHOMA
	YEAR ENDING (mm/yy): 6/23

This Information From The Records Of: PITTSBURG COUNTY, OKLAHOMA	Prepared By: SANDRA CRENSHAW, CHIEF DEPUTY, BOCC
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I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE

ITEM	A. Local Motor-Fuel Taxes	B. Local Motor-Vehicle Taxes	C. Receipts from State Highway-User Taxes	D. Receipts from Federal Highway Administration
1. Total receipts available				
2. Minus amount used for collection expenses				
3. Minus amount used for nonhighway purposes				
4. Minus amount used for mass transit				
5. Remainder used for highway purposes				

II. RECEIPTS FOR ROAD AND STREET PURPOSES		III. EXPENDITURES FOR ROAD AND STREET PURPOSES	
ITEM	AMOUNT	ITEM	AMOUNT
A. Receipts from local sources:		A. Local highway expenditures:	
1. Local highway-user taxes		1. Capital outlay (from page 2)	2,862,215
a. Motor Fuel (from Item I.A.5.)		2. Maintenance:	8,649,311
b. Motor Vehicle (from Item I.B.5.)		3. Road and street services:	
c. Total (a.+b.)		a. Traffic control operations	
2. General fund appropriations		b. Snow and ice removal	
3. Other local imposts (from page 2)	8,791,507	c. Other	
4. Miscellaneous local receipts (from page 2)	774,548	d. Total (a. through c.)	
5. Transfers from toll facilities		4. General administration & miscellaneous	3,063,797
6. Proceeds of sale of bonds and notes:		5. Highway law enforcement and safety	
a. Bcnds - Original Issues		6. Total (1 through 5)	14,575,323
b. Bcnds - Refunding Issues		B. Debt service on local obligations:	
c. Notes		1. Bonds:	
d. Total (a. + b. + c.)		a. Interest	
7. Total (1 through 6)	9,566,055	b. Redemption	
B. Private Contributions		c. Total (a. + b.)	
C. Receipts from State government (from page 2)	7,494,658	2. Notes:	
D. Receipts from Federal Government (from page 2)		a. Interest	
E. Total receipts (A.7 + B + C + D)	17,060,714	b. Redemption	
		c. Total (a. + b.)	
		3. Total (1.c + 2.c)	
		C. Payments to State for highways	
		D. Payments to toll facilities	
		E. Total expenditures (A.6 + B.3 + C + D)	14,575,323

IV. LOCAL HIGHWAY DEBT STATUS
(Show all entries at par)

	Opening Debt	Amount Issued	Redemptions	Closing Debt
A. Bonds (Total)				
1. Bonds (Refunding Portion)				
B. Notes (Total)				

Notes and Comments:

LOCAL HIGHWAY FINANCE REPORT

STATE:
OKLAHOMA
YEAR ENDING (mm/yy):
6/23

II. RECEIPTS FOR ROAD AND STREET PURPOSES - DETAIL

ITEM	AMOUNT	ITEM	AMOUNT
A.3. Other local imposts:		A.4. Miscellaneous local receipts:	
a. Property Taxes and Assessments		a. Interest on investments	210,332
b. Other local imposts:		b. Sale of Equipment/Auction	163,815
1. Sales Taxes		c. Reimbursements/Refunds	378,423
2. Tax/Rental	8,692,224	d. Traffic Fines/Fees	0
3. Rd. Crossing Permits	30,000	e. Surplus/Credit	21,977
4. Misc.	69,284	f. Inter-Local Agreement	0
5. Material		g. Misc./Damage Settlement	0
6. Total (1. through 5.)	8,791,507	h. Grants	0
c. Total (a. + b.)	8,791,507	i. Total (a. through h.)	774,548
<i>(Carry forward to page 1)</i>		<i>(Carry forward to page 1)</i>	

ITEM	AMOUNT	ITEM	AMOUNT
C. Receipts from State Government		D. Receipts from Federal Government	
1. Highway-user taxes (from Item I.C.5.)	7,451,250	1. FHWA (from Item I.D.5.)	
2. State general funds	0	2. Other Federal agencies:	
3. Other State funds:		a. Forest Service	0
a. State bond proceeds	0	b. FEMA	0
b. Gross Production	43,408	c. HUD	0
c. Alcohol Beverages	0	d. Various Grants	0
d. Grants/Reimbursements	0	e. Tea-21	0
e. Misc.		f. Wildlife	0
f. Total (a. through e.)	43,408	g. Total (a. through f.)	
4. Total (1. + 2. + 3.f)	7,494,658	3. Total (1. + 2.g)	
<i>(Carry forward to page 1)</i>		<i>(Carry forward to page 1)</i>	

III. EXPENDITURES FOR ROAD AND STREET PURPOSES - DETAIL

	ON NATIONAL HIGHWAY SYSTEM (a)	OFF NATIONAL HIGHWAY SYSTEM (b)	TOTAL (c)
A.1. Capital outlay:			
a. Right-Of-Way Costs		0	
b. Engineering Costs		0	
c. Construction:			
(1). New Facilities			
(2). Capacity Improvements			
(3). System Preservation	2,862,215		
(4). System Enhancement And Operation	0		
(5). Total Construction (1)+(2)+(3)+(4)	2,862,215		2,862,215
d. Total Capital Outlay (Lines 1.a. + 1.b. + 1.c.4)	2,862,215		2,862,215
	<i>(Carry forward to page 1)</i>		

Notes and Comments:



Pittsburg County Election Board

Tonya Barnes, Secretary

Assistant Secretary

Carla Morris

Clerk

Christy Holt

109 E. Carl Albert Parkway, RM 101

McAlester, OK 74501

Office: 918-423-3877 Fax: 918-423-7088

pittsburgcounty@elections.ok.gov

November 27, 2023

After opening bids for the ballot printing for the period of December 1, 2023 to November 30, 2024 we have decided to accept the bid presented by Royal Printing.

Sincerely,

Tonya Barnes, Secretary
Pittsburg County Election Board

RESOLUTION
24-148

The Board of County Commissioners, Pittsburg County, met in regular session on Monday, December 4, 2023.

WHEREAS, Pittsburg County Highway District #3 wishes to declare the following items surplus,

INVENTORY#	DESCRIPTION	SERIAL/VIN
D3-348.20E	SEI PUP TRAILER	IS9PD3328VK638078
D3-348.20D	LEACH PUP TRAILER	1L9PD35314H209217

WHEREAS, the above-mentioned items shall be sold at the Statewide County Equipment Auction, held Friday, March 8 and Saturday, March 9, 2024 at the Elk City Convention Center in Elk City, Oklahoma.

WHEREAS, these items are no longer needed and should be declared surplus.

THEREFORE, BE IT RESOLVED, the Board of County Commissioners, Pittsburg County, do hereby declare the above-mentioned items as surplus, to be sold at the Statewide County Equipment Auction in Elk City, Oklahoma, Friday, March 8 and Saturday, March 9, 2024.

BOARD OF COUNTY COMMISSIONERS
PITTSBURG COUNTY, OKLAHOMA

ATTEST:


CHAIRMAN



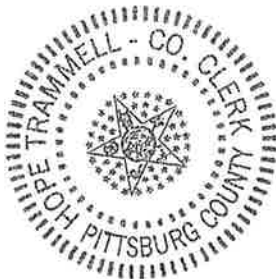
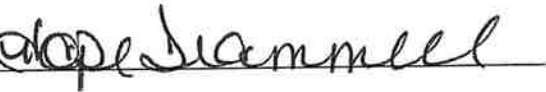
VICE-CHAIRMAN



MEMBER



COUNTY CLERK



RESOLUTION
#24149

The Board of County Commissioners, Pittsburg County, met in regular session on Monday, December 4, 2023.

WHEREAS, the Pittsburg County Assessor wishes to declare the following item surplus, to be removed from their inventory.

*Items were transferred to the Southeast Expo Center
H-226-02 GE Microwave Model No. JE50738DPBB
H-226-03 GE Refrigerator Model No. GTH17JBZRBB

*Item to be junked:
H-102-93 RX Lumbar Chair

THEREFORE BE IT KNOWN, that the Board of County Commissioners, Pittsburg County, do hereby declare the item surplus, to be removed from the inventory of the Pittsburg County Assessor.

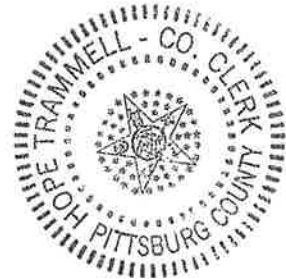
BOARD OF COUNTY COMMISSIONERS
PITTSBURG COUNTY, OKLAHOMA


CHAIRMAN


MEMBER


MEMBER

ATTEST:




COUNTY CLERK

RESOLUTION
24-150

The Board of County Commissioners, Pittsburg County, met in regular session on Monday, December 4, 2023.

WHEREAS, the Board of County Commissioners, Pittsburg County, hereby directs the Pittsburg County Clerk, Hope Trammell, to issue a Purchase Card to Kevin Enloe, Emergency Management Director, for travel expenses and other unforeseeable reasons during disaster deployment outside Pittsburg County.

WHEREAS, said Purchase Card will remain in the custody of the Board of County Commissioners and will be checked out to Mr. Enloe as the need arises, but be returned to the Board of County Commissioners once Mr. Enloe returns from deployment.

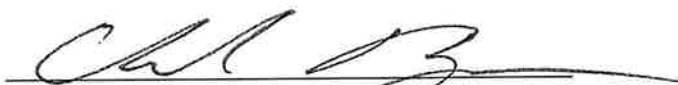
WHEREAS, the maximum amount of purchase per day is \$5,000.00 and the amount of any single purchase shall not exceed \$5,000.00.

THEREFORE, BE IT RESOLVED, the Board of County Commissioners, Pittsburg County, do hereby direct the Pittsburg County Clerk, Hope Trammell, to issue a Purchase Card to Kevin Enloe, Emergency Management Director, to be used during disaster deployment outside Pittsburg County.

BOARD OF COUNTY COMMISSIONERS
PITTSBURG COUNTY, OKLAHOMA

ATTEST:

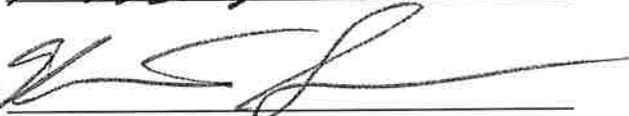
CHAIRMAN



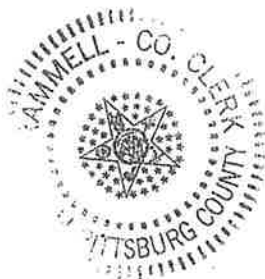
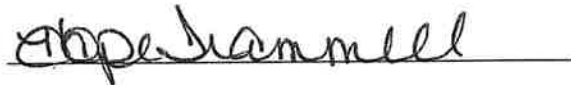
VICE-CHAIRMAN



MEMBER



COUNTY CLERK



PITTSBURG COUNTY

PURCHASE CARD POLICIES AND PROCEDURES MANUAL

Prescribed by:
Oklahoma State Auditor & Inspector's Office
July 21, 2016

Adopted by:
Pittsburg County
Board of County Commissioners
August 22, 2016

I. COUNTY PURCHASE CARD PROGRAM DESCRIPTION

A. Program

The Pittsburg County (hereinafter referred to as the "County") Purchase Card (P-Card) Program establishes the use, by designated county officials and employees, of commercial purchase cards to facilitate the acquisition of goods and services necessary for conducting official county business. It is intended that the purchase card be issued to selected officials and/or employees to enhance effectiveness or economy of operations. Purchase cards are issued in the name of the County and include the cardholder's name, department, and a unique account number. Liability for payment to the purchase card provider rests with the County.

Total responsibility and accountability for allowable purchase card purchases resides at the County level. It is accepted that no policy or procedure can cover all eventualities. Exceptional cases will be resolved as circumstances and prudent business practices warrant on a case-by-case basis. All purchases shall be made in accordance with state statutes, rules, and these policies and procedures, which include but may not be limited to:

- 19 O.S. § 1501 – 1505
- 19 O.S. § 1505(J)
- 74 O.S. § 85.2
- 74 O.S. § 85.5
- 74 O.S. § 85.33B

The cardholder is responsible for and accountable to the County for all charges made with the purchase card. Use of the purchase card is solely for official County purchases. Personal purchases are strictly forbidden and may result in disciplinary action.

County departments, as condition of participation in the purchase card program, shall abide by the terms of these policies and procedures.

B. Transaction Flow

A typical purchase card transaction consists of the following steps:

1. The Requisitioning Officer completes the requisition and forwards to the Purchase Agent.
2. The Purchasing Agent determines if the item requested will require a bid and approves the method of purchase.
3. The County Clerk encumbers the amount stated on the purchase order to Bank of America, assigns a purchase order, and certifies that the amount of the encumbrance has been entered against the designated appropriation accounts and that the encumbrance is within the authorized available balance.

4. Purchase cardholder makes a purchase from a merchant using their authorized purchase card and retains all transaction documentation (card receipts/invoices/packing slips) to be provided to the designated Receiving Officer.
5. The Receiving Officer verifies goods/services were properly received and prepares receiving report with signature and date.
6. All documentation (card receipt/invoice/packing slip and receiving report) should be forwarded to the Purchasing Agent for further processing.
7. The Purchasing Agent assembles all purchase orders, card receipt/invoice/packing slips and receiving reports for each purchase card statement. Each purchase order transaction should be reconciled to the purchase card statement for accuracy and validity. The Purchasing Agent should keep documentation (adding machine tape or spreadsheet) of how the purchase orders/transactions are reconciled to the individual purchase card statement and the master purchase card statement.
8. The Purchasing Agent assembles all purchase card statements and supporting documentation with the master purchase card statement and forwards to the County Clerk.
9. The County Clerk reviews the Bank of America statement for accuracy and certifies that all supporting documentation is attached and the claim is approved for consideration for payment by the Board of County Commissioners.
10. The County Clerk should red-stamp the front of any individual purchase card statement that did not follow proper purchasing procedures. Red-stamping involves clearly indicating on the front of the purchase card statement that purchasing transactions did not follow proper purchasing procedures as outlined in state statutes.
11. The Bank of America statement is presented to the Board of County Commissioners in an open meeting for approval and authorizing signature for approval.
12. The Board of County Commissioners approves that master purchase card statement and each individual purchase card statement in an open meeting.
13. The County Clerk prepares payment of the purchase card statements through the use of Electronic Funds Transfer.
14. All Bank of America payment files (PO, statement, and payment claim) should be filed in one location in the County Clerk's office by month for each access for auditors.
15. The County Treasurer executes the Electronic Funds Transfer to Bank of America.

C. Bank of America Payment Center Program

The Purchasing Agent will be able to access the transactions of each purchase cardholder through the banking software provided by Bank of America referred to as the Payment Center Program.

Each individual purchase cardholder must review their purchase card statement to ensure that the statement only reflects transactions made by the purchase cardholder. The statement should be signed by the purchase cardholder for verification purposes. (This may be done electronically.)

2. DEFINITIONS

“Board of County Commissioners” The Board of County Commissioners is responsible for initiating participation in the purchase card program and is responsible for approving the contractual agreement with the Bank of America. The Board of County Commissioners is also responsible for the final approval of purchase card expenditures. OMES requires a final level of approval that does not utilize purchase cards. The County Commissioners acting as the Board would fulfill this requirement.

“Cycle” means a period of time between billings. For example, the County purchase card period ends at midnight on the last business day of each month. This is synonymous with “billing cycle”.

“Individual Transaction Dollar Limit” means an open market acquisition that is fair and reasonable and does not exceed \$5,000. Individual transactions, other than transactions specifically listed in the statute as exceptions, may not exceed \$5,000 per 74 O.S. § 85.5L.

“Invoice” means a document issued by the Issuing Bank to the County to effect payment for goods and services purchased using the purchase card and is available via the bank’s transaction system. Payment will be made directly to the Issuing Bank.

“Issuing Bank” means the bank issuing the purchase card to an organization, in this case, Bank of America.

“Merchant” means a business or other organization that provides goods or services to customers. (This is synonymous with “supplier” or “vendor”.)

“Merchant Category Code (MCC)” means a standard code that the credit card industry uses to categorize merchants based on the type of goods or services provided by the merchant. A merchant is assigned an MCC by the acquiring bank.

Merchant Category Code Group (MCCG)” means a defined group of merchant category codes. MCCGs are used to control whether cardholders may purchase from particular types of merchants.

“Payment Center Program” or **“Transaction System”** means the web-based tool provided by the Issuing Bank to record and access transaction information and print purchase card statements.

“Point of Sale Code (POS)” means a code entered by the merchant at the time of an on-site sale.

“Purchase Cardholder” means an individual designated by the County to utilize a purchase card, as authorized and defined in these policies and procedures, who has a signed Purchase Card Employee Agreement filed with the County Purchasing Agent.

“Purchasing Agent (Purchase Card Administrator)” According to state statute the Purchasing Agent is to serve as the purchase card administrator. The Purchasing Agent will have sole administrator rights to change card limits, cardholders, etc. on the Bank of America Payment Center Program. The Purchasing Agent shall only make changes as authorized and approved by the Board of County Commissioners in an open meeting.

“Single Purchase Limit” means the maximum spending (dollar) limit a purchase cardholder is authorized to charge in a single transaction. Purchases shall not be split with the intent of and for the purpose of evading (1) the purchase card single purchase limit (limit is set by the County); and/or (2) limit(s) established for an individual purchase card; and/or (3) a competitive bidding requirement.

“Split Purchasing” means dividing a purchase into two or more transactions for the purpose of staying below the individual transaction limit of \$5,000.00 or for the purpose of evading a competitive bidding requirement.

“Statement” means a document listing purchase card account activity sent to the County by the Issuing Bank. The statement is available via the Issuing Bank’s transaction system and is used for management and reconciliation purposes, as well as the basis for payment. This statement will be presented to the Board of County Commissioners in an open meeting for approval for payment.

“State Purchase Card” means an electronic transaction card used for making acquisitions.

“Transaction” means a single purchase or credit.

“Transaction Documentation” means all documents pertaining to a transaction. The documentation is also used for reconciliation at the end of the billing cycle and is to be retained with the monthly reconciliation documentation for review and audit purposes. Examples of transaction documentation include, but are not limited to: itemized purchase receipts, receiving documents, credits, disputes, written approvals, lodging receipts, exception requests, regulated utility verifications, all transaction correspondence, and any other item referencing the transaction. This is synonymous with “Transaction Documents”.

3. ORGANIZATION AND TRAINING

- A. Board of County Commissioners: Responsible for management of the Purchase Card Program.
- B. County Purchase Card Administrator/Purchasing Agent: The County Purchasing Agent as referenced in statute will serve as the Purchase Card Administrator.
- C. Approving Officials:

County Clerk will certify the following on the purchase card statement:

I hereby certify that the card receipt/invoice/packing slip and receiving report and delivery documentation has been compared to this purchase order, and any discrepancies have been reconciled as noted above. This purchase order is therefore approved for consideration for payment by the governing board.

Board of County Commissioners will certify the following on the purchase card statement: This claim is approved for payment in the amount indicated on the statement (Signed by at least two members.)

- D. Purchase Cardholders: The Board of County Commissioners in an open meeting will authorize the issuance of purchase cards to those County officials and/or employees designated to purchase goods and services for official use by the County. Cardholder must be a County permanent employee. Purchase cards will not be issued to a temporary employee or nonemployees.
- E. Purchase Card Employee Agreement: All County purchase cardholders must read and sign the County Purchase Card Employee Agreement form in the appropriate signature block, prior to assuming their duties and being issued purchase cards. The Purchasing Agent shall maintain the original employee-signed copy of the Agreement for all participants of the Purchase Card Program. A copy of the signed agreement shall be provided to the employee.

The County Purchasing Agent shall notate changes in employee Purchase Card Program role or purchase card status on Page 2 of the original employee Purchase Card Agreement form when they occur (i.e. card cancelled, termination of employment, or change in Purchase Card Program position). If an employee no longer holds a position within the Purchase Card Program, the County Purchasing Agent shall notate the termination date, the purchase card cancellation date, and the transaction system account date on page 2 of the Agreement form.

- F. Training: Purchase cardholders (county officials and/or employees) shall sign a purchase card agreement prior to becoming a cardholder and must attend initial training prior to card use. Thereafter, training is required for the Purchasing Agent and purchase cardholders every two (2) years from the date of the last training session. The Purchasing Agent must maintain records of compliance with training requirements for all purchase cardholders. Training will be conducted by OSU County Training Program. 19 O.S. § 1505(J).

The Bank of America will provide training for the Payment Center Program, card security, and technical use of purchase card (i.e. user name, pin numbers, etc.).

4. FINANCIAL OPERATIONS

A. Encumbering Funds

All transactions shall be properly encumbered prior to using the purchase card for purchases.

B. Reconciliation

Reconciliations of the purchase card statements to supporting documentation will be performed monthly

C. Purchase Card Payment

The county shall make a monthly payment prior to the due date to the Issuing Bank (Bank of America) to satisfy all transactions listed for the billing cycle, in the time and manner agreed to by the County and the Issuing Bank.

D. Rebate Incentive

The rebate earned from purchases made with the purchase card will be sent directly to the County by Bank of America. The rebate should be deposited with the County Treasurer into the County General Fund. If a county elects to pro-rate based on the expenditures of each fund, documentation will be required for audit purposes.

E. Record Retention

Purchase card records shall be maintained in a central and secure location. Records may include, but are not limited to, statements, transaction receipts/invoices/packing slips, dispute documents, purchase cardholder and the County Officer approvals, and any other transaction documentation, whether in paper or electronic form. Accounting records shall be maintained in the appropriate format and located in the County Clerk's office. Records shall be maintained for seven fiscal years. If audit, litigation, or other action is started before the end of the seven year period, the records are required to be retained for two years from the date all issues arising out of the action are resolved or until the end of the seven year retention period, whichever is longer.

F. Audit Requirements

All transactions are subject to audit by the State Auditor and Inspector's Office.

G. Transparency of Transactions Through Open Books

In accordance with 19 O.S. § 1505(J), complete descriptions of purchases made by county government entities shall be published through the state transparency portal pursuant to Section 85.33B of Title 74 of the Oklahoma Statutes, and as warrants required to be published pursuant to Sections 444 and 445 of this title. The County Purchasing Agent will work with OMES to determine method of transferring information.

All transactions are listed on the State of Oklahoma Open Books website, listing

- Cardholder's last name, first initial
- Merchant Name
- Amount of transaction

5. PURCHASE CARD OPERATIONS

A. Using the Purchase Card

The cardholder of record is the only person authorized to make purchases using his/her card. The purchase card shall not be loaned to another person. Such occurrences may

result in revocation of the card. The fact that the cardholder has been provided a card does not imply prior approval of all purchases. The cardholder must follow proper County and departmental policies and procedures to obtain authorization to purchase. A Requisition Officer must requisition items on SA&I form 1116 (2016) and submit to the Purchasing Agent and County Clerk to ensure proper purchasing (bidding) procedures are followed and ensure funds are encumbered prior to the purchase cardholder making a purchase. The Purchasing Department should be consulted if there is any question or doubt about the proper procurement procedures.

B. Application for Individual Purchase Cards

Upon approval by the Board of County Commissioners in an open meeting, application for a purchase card shall be made by the County Purchasing Agent by electronic submission using the Issuing Bank's (Bank of America) transaction system. The County Purchasing Agent shall notate on the Purchase Card Employee Agreement the date the purchase card was ordered. The Issuing Bank (Bank of America) will ship new cards to the County Purchasing Agent for distribution.

C. Property of the County

All purchase cards issued under this Purchase Card Program are the property of the County and shall be surrendered to the County Purchasing Agent upon termination of employment with the County or upon request of the (a) County Official responsible for approval, (b) County Purchasing Agent, or (c) State Purchase Card Administrator.

D. Purchase Card Controls and Limits

The Purchasing Agent is required to coordinate with the Board of County Commissioners and establish the following categories of controls and limits on each purchase card. These mandatory limits are required by the Issuing Bank (Bank of America) and the card provider, for example, Visa.

The mandatory categories are:

- Card limit (dollar amount per cycle).
- Single purchase limit (dollar amount per transaction).
- Merchant Category Code Group (MCCG).

As an option, the County may establish additional purchase card limits.

E. Purchase Card Purchases

1. For any transaction with a County purchase card, the single transaction shall not exceed the limit of \$5,000 unless named as an exception in #2 below in accordance with 74 O.S. § 85.5.
2. There is no limit on the amount of purchase card transaction for the following:
 - Statewide Contract purchases.
 - Regulated Utilities (water, electric, gas, sewage) as defined in OAC 260:115-1-2.
 - Interagency Payments.
 - Professional Services as defined in 18 O.S. § 803.

*NOTE: Bids at the County level DO NOT qualify as an exception under Title 74 O.S. § 85.5.

3. The Board of County Commissioners and/or the County Purchasing Agent shall set the card limits for purchase cards based on the County need or past usage.
4. The Board of County Commissioners may set the single purchase limit for a purchase cardholder at any amount deemed appropriate by the Board of County Commissioners. However, any single transaction in excess of \$5,000 must fall under one of the exceptions listed in #2 above.

F. Travel Purchases

The purchase card may be used for travel expenses as outlined in the written travel policy adopted by the Board of County Commissioners on behalf of the County. The purchase card may be used for the purchase of airfare and/or lodging (airfare and lodging are considered separate transactions). Travel acquisitions are intended for travel or lodging expenses for official county business. Use of the purchase card may be appropriate when in compliance with the County's Travel Policy. Purchases of meals and incidentals should be made in compliance with the County's Travel Policy, as well as applicable IRS guidelines. A complete travel claim may still be required.

****Taxes for any in-state travel expenses may not be paid with a purchase card. Hotel receipts should reflect a \$0 balance to indicate that all expenses have been paid in full. Meals with purchase card should NOT have sales tax added to the cost. Employees should inform the establishment of the tax exempt status.**

G. Using the Purchase Card

Prior to using the purchase card, purchase cardholders should familiarize themselves with the following key elements related to purchase card transactions:

1. Your purchase card is issued in your name. All purchases made on the purchase card must be only yours. You are responsible for the security of the purchase card and the transactions made with it. If you do not follow statute, rules, and policies and procedures when using the purchase card, you could be personally liable and/or receive disciplinary action, including termination, or criminal charges.
2. All purchases must be encumbered prior to using your purchase card.
3. You can use the purchase card at any vendor or service provider that accepts VISA.
4. You may use the purchase card to purchase supplies and services within your Single Transaction Limit and Credit Limit assigned to the purchase card in a given month (excludes Prohibited Purchases).
5. You are responsible for verifying transactions listed on you purchase card statement are valid and for reconciling all charges made on your account monthly.
6. The purchase card is not intended to avoid or bypass appropriate purchasing or payment policies and procedures.
7. The purchase card is not for personal use.
8. The purchase card must be returned to the County Purchasing Agent upon transfer, termination, or requirement by the Board of County Commissioners.

9. Determine whether the purchase card is the most appropriate method for the purchase. (Check the list of excluded charges to make sure it is not a restricted item.)
10. Be sure that the total amount will not exceed the card's single purchase limit.
11. Determine if the price is the best you can reasonably obtain.
12. Obtain an itemized receipt at the time of purchase and keep the receipt for documentation.
13. Ensure that sales tax is not charged. This applies to meals.

H. Methods of Purchase

The purchase card may be used for in-person, telephone, and internet purchases. It is recommended that internet purchases be made from a merchant with a secured internet site (for example, lockbox is present or URL contains https) and emails not be sent disclosing full account information. (Note: The Issuing Bank does not send e-mail requiring a purchase cardholder to enter personal information directly into the e-mail.)

I. Split Purchases

Split purchases are prohibited. "Split Purchasing" means dividing a purchase into two or more transactions for the purpose of staying below the individual transaction limit of \$5,000.00 or for the purpose of evading a competitive bidding requirement.

J. Other Prohibited Purchases

The purchase card shall NOT be used for the following types of purchases (not all inclusive list):

1. Taxes (excluding Tribal taxes).
2. Entertainment.
3. Tobacco and alcoholic beverages.
4. Cash, cash advances, automatic teller machine (ATM) transactions.
5. Purchase of any goods or services for personal use.
6. Purchase of any goods or services not for official County use.
7. Any transaction or series of transactions, which exceed the limits established on an individual purchase card.
8. Automatic Drafts. This may be allowed in rare exceptions and appropriate receiving information and supporting documentation would be required for the monthly statement approval.
9. Gift certificates or gift cards.
10. Other purchases not permitted under County Policy and Procedures.

K. Receiving Goods and Services

Goods or Services Received at the Time of Purchase – The receiving officer for the designated department should complete a receiving report detailing all goods/services purchased, and sign and date as confirmation that items were received at the County.

L. Returns, Credits and Disputed Transactions

1. **Processing Returns, Credits, and Disputes** – In most cases, disputes can be resolved directly between the purchase cardholder and the merchant. If an item needs to be returned for any reason, return the goods to the merchant in the manner agreed upon. The merchant must issue a credit receipt for items that are returned, and the return should be credited to the purchase card. This credit may appear on a subsequent statement if the credit process is not completed in the same payment cycle as the original purchase. Keep on file all documentation related to returns, credits, and disputes for reconciliation to the statement.
2. **Credits** – If the agency is credited for any items or services that were originally paid for with the purchase card, then the credit should be processed through the merchant system. The merchant cannot be allowed to maintain a store credit or use the credit toward future or other invoices. It is highly recommended that a credit be annotated in the issuing bank's system by cross-referencing the TXN# of the original transaction on the credit transaction and vice versa. Credits cannot be received in the form of cash. In the event that a credit can only be processed by refund check, a copy of the check must accompany the corresponding statement documentation and the refund check number annotated on the transaction in the bank's transaction system.
3. **Exchanges** – items needing to be returned may be exchanges for other necessary items during the same transaction. If the credit amount is greater than the purchase amount of the new items, the difference shall be credited to the purchase card. If the purchase amount of the new items is greater than the credit amount, the receipt must show both the credit amount and the purchase amount.
4. **Issuing Bank Assistance** – If the purchase cardholder and merchant cannot resolve the issue, the purchase cardholder shall contact the Issuing Bank electronically through the Bank's transaction system. Disputed transactions which cannot be quickly resolved between the purchase cardholder and merchant shall be reported to the Issuing Bank immediately and, at the latest, no more than 30 days after the original transaction date. The Issuing Bank will investigate the dispute on the purchase cardholder's behalf and assist in resolution.

The County does not pay for disputed transactions filed with the Issuing Bank while in dispute status. Once the transaction has been flagged as a disputed transaction, it will be moved to a separate batch process and will not be included for payment. Upon resolution of the dispute, the disputed transaction will be placed back into the batch process for payment along with a credit if the County wins the dispute.

M. Conference and Training Fees

The purchase card may be used for expenses required to attend a conference, including conference registration and training courses in accordance with the adopted County Travel Policy.

N. Merchant Preferences

Purchase card purchases shall comply with the following preferences for certain merchant or types of contracts.

1. Purchase card purchases should be made from the vendor with the best price. Any purchase requiring a bid should follow procedures outlined in 19 O.S. §§ 1501-1505 and 61 O.S. §§ 101-138.

O. Credit Card Receipts/Invoices/Packing Slips for Purchases

Receipts shall be obtained for all purchases regardless of the order method. The receipt shall give an itemized and detailed description of the purchase and must include at a minimum: (1) vendor; (2) date of purchase; (3) description; (4) unit price and quantity; and (5) transaction total. A detailed and itemized authentic copy is acceptable. A detailed invoice/packing slip along with the purchase card receipt should be obtained for documentation purposes.

1. Receipts not furnished by Merchant

If a receipt is not furnished by the merchant (as may be the case with a telephone or Internet order), documentation such as an order confirmation, packing slip, or invoice, etc. shall be obtained and shall contain an itemized and detailed description of the purchase.

2. Itemized Receipt Unobtainable

If the receipt is not a detailed and itemized receipt, the purchase cardholder shall:

- (a) Request the vendor attach a written itemization of the charges to the receipt showing at a minimum: (1) vendor name; (2) transaction or purchase date; (3) description of each item purchased, including unit price and quantity; and (4) transaction total. The written itemization shall be signed by the vendor or its authorized designee.

3. Multiple Receipts Provided

If the merchant provides two receipts, one with the total amount and one itemized, the purchase cardholder shall attach both the itemized receipt and the total amount receipt.

P. Late Fees, Interest, and Sales Tax

1. No late fees or interest may be paid on an invoice or purchase card statement.
2. County Government is exempt from sales tax. No state, city, or county tax shall be paid.

Q. Replacement of Defective, Lost, Stolen or Compromised Cards

Purchase cards may be replaced when the original purchase card is defective or mutilated or when the purchase card has been lost, stolen or compromised. The County Purchasing Agent shall electronically submit through the Issuing Bank's transaction system, a request for replacement. The Issuing Bank will prepare a new purchase card and forward it to the County Purchasing Agent. Additionally, in the case of a defective or mutilated purchase card, the purchase card shall be cut down the center of the magnetic stripe and forwarded to the County Approving Official. The County Approving Official shall forward the cut purchase card to the County Purchasing Agent for final disposal.

The County has zero liability for unauthorized charges or for lost or stolen cards as long as the Bank of America is notified within 24 hours.

R. Convenience Fees and Surcharges

1. A convenience fee is a fee charges to the cardholder for the convenience of paying online or by telephone – the price of the product does not change. The County may pay the convenience fee.
2. A surcharge is a fee assessed by the merchant when using a credit card for payment to recoup the merchant fees charged by the card processing company. The County may not pay surcharges.

S. Misuse of the Purchase Card

Misuse of the purchase card in any manner by a cardholder may result in revocation of the privilege to use the purchase card, disciplinary action, termination or employment, and/or criminal charges being filed with the appropriate authority.

T. Times of Inactive Card Use

The County Purchasing Agent may put your card in "suspense" during periods of inactivity. For example, if a card is only used for travel to conferences during a certain period, the card can be put into "suspense" so that there is a safeguard against unauthorized use. Purchase cards can generally be reactivated within a couple of hours.

U. Card Disputes

1. Disputes may be reported by the County Purchasing Agent to Bank of America who will assist the County in resolving the dispute;
2. Disputes must be initiated within 30 days of the transaction date;
3. Always try to resolve with the merchant first prior to contacting the bank, if possible;
4. The County does not pay for disputed transactions filed with the Issuing Bank while in dispute status.

V. Travel 'No Show'

If an employee is signed up to attend a Conference, stay at a hotel, or has scheduled a flight and does not show up for the event, it is up to the employee to pay back the money to the County.

County Purchase Card Employee Agreement

The undersigned, as an approved Purchase Card (P-Card) holder, County Purchasing Agent, or County Approving Official, fully understand and agree to the following terms and conditions regarding the use and safekeeping of the P-Card(s) entrusted to me:

- 1. I accept full personal responsibility for the safekeeping of all P-Cards assigned to me...
2. I understand I will be making financial commitments on behalf of the County...
3. I have received training and agree to follow all procedures established for use of the P-Card;
4. I shall not use the P-Card for any non-County related business...
5. I will immediately report the theft or loss of the P-Card to Bank of America...
6. I understand the use of the P-Card does not exempt me from requirements to obtain certain supplies...
7. I shall surrender my P-Card(s) upon (a) transfer to another department; (b) termination of employment...
8. I understand any purchases made by me or approved by me shall be recorded and reviewed in management reports...
9. I understand I cannot use the P-Card as a financial reference to obtain personal credit cards or loans;
10. I understand I am personally responsible for obtaining all or requiring all purchase and credit documents...
11. I will use the P-Card only within the limits and restrictions placed upon it unless the County Purchasing Agent or State P-Card Administrator has temporarily lifted same...
12. The County Clerk and County Purchasing Agent agree to review billings for each billing cycle...
13. I understand failure to follow any of the above listed terms & conditions or, if found to have misused the P-Card in any manner, may result in (a) revocation of the privilege to use the P-Card; (b) disciplinary action; (c) termination of employment; and/or (d) criminal charges, being filed with the appropriate authority.

My P-card Program Role is: [X] Cardholder [] County Clerk [] Purchasing Agent

KEVIN ENLOE

Cardholder Name (Printed/Typed)

Cardholder Signature

Date Signed

As County Clerk, or Deputy County Clerk, or County Purchasing Agent, I hereby agree to the above terms and conditions and take full administrative responsibility pursuant to the County Purchase Card Procedures for the action(s) of the Cardholder(s).

Hope Trammell

County Clerk or Deputy (Printed/Typed)

County Clerk or Deputy Signature

Date Signed

BOBBI HARTSFIELD

County Purchasing Agent (Printed)

County Purchasing Agent (Signature)

Date Signed

RECEIPT FOR P-CARD

KEVIN ENLOE

Printed name of cardholder: _____

Dollar and transaction limitations for this cardholder:

Dollars per transaction*

\$5,000.00

Dollars per cycle ("month")

\$20,000.00

*There is no P-Card transaction limit for purchases from a Statewide Contract, utilities, interagency payments, and professional services as defined in Title 18 O.S. §803. Any other State P-Card transaction shall not exceed Five Thousand Dollars (\$5,000.00).

I have reviewed and understand the dollar limitations on my p/card and I acknowledge receipt of the P-Card.

Employee Signature _____

Date Card Received _____

P-Card Account No. (Last 6 digits only): _____

Verification Number (Last 4 digits only): _____

County Department/Office: _____

Cardholder Telephone Number: _____

Cardholder Work Location:

705 EOC DRIVE

MCALESTER, OK

74501

Office Address

City & State

Zip Code

County Clerk: _____

Name

Phone

The County Purchasing Agent must complete and maintain the following information for each P-Cardholder, County Purchasing Agent, County Clerk.

Initial OMES Training Date: _____

Card Order Date: _____

Initial Entity Training Date: _____

Card Cancellation Date: _____

Periodic Internal Training Date: _____

Card Compromise Date: _____

Periodic Internal Training Date: _____

Date Works Account Deactivated: _____

Periodic Internal Training Date: _____

Periodic Internal Training Date: _____

Periodic Internal Training Date: _____

Periodic Internal Training Date: _____

Periodic Internal Training Date: _____

Periodic Internal Training Date: _____

Periodic Internal Training Date: _____

Employee Termination Date: _____

Card Destruction Date: _____

Copy of completed form and/or card receipt provided to employee on _____

RESOLUTION

NO. 24-151

The Board of County Commissioners, Pittsburg County, Met in regular session Monday, December 4TH, 2023.

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

4327 to Pepsi-Cola Bottling Co. dated November 7TH, 2023 in the amount of \$169.00 for Dew Major Melon.

4686 to Briggs Printing dated November 20TH, 2023 in the amount of \$35.00 for Business Cards.


4687 to Briggs Printing dated November 20TH, 2023 in the amount of \$245.00 for Envelopes.

WHEREAS, the purchase orders were duplicated, therefore they are no longer needed.

THEREFORE BE IT RESOLVED, Pittsburg County Commissioners do hereby cancel Purchase Orders 4327, 4686 and 4687 for FY 2023-2024.


CHAIRMAN


MEMBER


MEMBER



ATTEST:


COUNTY CLERK

JENNIFER HACKLER, COUNTY TREASURER

DEPUTIES	PITTSBURG COUNTY	DEPUTIES
CINDY COOK	115 E. CARL ALBERT PKWY RM. 102	TAMMY ROBERTS
SUMMER ROGERS	MCALLESTER, OK 74501	BROOKE OLIVER
KELSEY MITCHELL	918-423-6895	SUZANNA GLASCO

December 4, 2023

BOARD OF COUNTY COMMISSIONERS
PITTSBURG COUNTY
MCALLESTER, OK 74501


RESOLUTION FOR COUNTY COMMISSIONERS' SALE

THE COUNTY ACQUIRED: SEE EXHIBIT "A" BELOW, THROUGH A RESALE PROPERTY DEED. THIS LETTER IS A REQUEST TO DECLARE THIS PROPERTY SURPLUS PROPERTY, AND APPROVE THE COMMISSIONER'S SALE HELD **NOVEMBER 30, 2023** THIS PROPERTY WAS BID ON AT THE SALE HELD **NOVEMBER 30, 2023**. THE SALE WAS ADVERTISED IN THE NEWSPAPER THE REQUIRED LENGTH OF TIME AND SOLD TO THE HIGHEST BIDDER. ATTACHED YOU WILL FIND A TRANSCRIPT OF THE PROCEEDINGS OF THE SALE.

EXHIBIT "A"

S 55' LOT 4 BLK 231 SO MCALLESTER (531 W ADAMS)

THANK YOU


JENNIFER HACKLER
COUNTY TREASURER

THEREFORE, THE BOARD OF COUNTY COMMISSIONERS DO HEREBY DECLARE THE ABOVE LISTED PROPERTY TO BE SURPLUS, SOLD AT PUBLIC AUCTION, AS STATED ABOVE.


CHAIRMAN


MEMBER


MEMBER

ATTEST:


COUNTY CLERK



JENNIFER HACKLER, County Treasurer

DEPUTIES	PITTSBURG COUNTY	DEPUTIES
CINDY COOK	115 E. CARL ALBERT PKWY RM. 102	TAMMY ROBERTS
SUMMER ROGERS	MCALESTER, OK 74501	BROOKE OLIVER
KELSEY MITCHELL	918-423-6895	SUZANNA GLASCO

November 30, 2023

COMMISSIONERS SALE MINUTES

S 55' LOT 4 BLK 231 SO MCALESTER (531 W ADAMS)

THE SALE STARTED AT 9:00 A.M. WITH NOE MURGUIA ATTENDING.
THE SALE WAS CLOSED AT 9:05 A.M. WITH THE PROPERTY GOING
TO NOE MURGUIA.

THANK YOU,



JENNIFER HACKLER

S. A. & I. 248 (2002)

COUNTY TREASURER'S TRANSCRIPT OF PROCEEDINGS
ON SALE OF COUNTY PROPERTY ACQUIRED AT RESALE FOR
APPROVAL OF THE BOARD OF COUNTY COMMISSIONERS

To the Honorable Board of County Commissioners,

PITTSBURG County, State of Oklahoma,

I, the undersigned County Treasurer, herewith tender my report of sale to NOE MURGUJA of the following described tract, parcel
56 W STONEWALL AVE., MCALESTER, OK 74501
or lot of land, situated within said County and State, and hitherto acquired by the County at Resale, to-wit:
S 55' LOT 4 BLK 231 SO MCALESTER (531 W ADAMS)

The proceedings had thus far toward consummation of said sale have been as follows:

1. On October 31, 2023, an offer was made by NOE MURGUJA to purchase the above described property from the County for the sum of \$400.00.
2. On receipt of said bid, I caused notice to be given by publication in the MCALESTER NEWS CAPITAL Newspaper, published at McAlester, within said County and State, which notice was published once a week for three consecutive weeks preceding the sale, as follows: (1.) November 9, 2023; (2.) November 16, 2023; (3.) November 23, 2023; a copy of which notice and proof of publication is hereto attached disclosing the foregoing description of the property, the amount bid therefore in addition to all costs, the name of the bidder, the date set for the proposed sale, a statement that said property would be sold at such price and to such bidder on the date specified, subject to approval by the Board of County Commissioners, unless higher bids were received on such date, and that the terms of sale were strictly for cash in hand.
3. On the 30 day of November, 2023, the same being the date specified in said notice, I announced that the foregoing described property was about to be sold and would be sold to the highest competitive bidder for cash in hand or to the original bidder if there be no higher price offered, whereupon, including the bid and bidder named in the published notice, the following bids were submitted:
By NOE MURGUJA for the sum of \$400.00

4. No further bids being offered, it was ascertained that

- (a) NOE MURGUJA had offered the highest competitive bid.
- (b) that the highest competitive bid was in the sum of \$400.00
- (c) that the additional and separate charge for apportioned cost was \$119.89
- (d) that the total to be paid, including deed, was the sum of \$519.89

5. Receipt is hereby acknowledged from NOE MURGUJA of the sum of \$519.89 Dollars, \$519.89 the same being tender in full of the foregoing total bid and apportioned costs, and the same has been deposited in the County Treasurer's Depository Account pending approval of sale and issuance of deed.


6. Sale of the foregoing described property was declared made to NOE MURGUJA
56 W STONEWALL AVE., MCALESTER, OK 74501

the foregoing highest bidder subject to approval of the Board of County Commissioners, at its discretion.

NOW, I, respectfully present this transcript of proceedings, attached to all papers, bids, and proofs relating to said sale for your approval of the sale herein made, and for your order directing the Chairman of your Board to consummate said sale by executing a deed conveying the above described property in as full and complete a manner as the County is empowered to do, to the person hereinbefore named as the highest competitive bidder for said property.

Signed at McAlester, Oklahoma, this 30 day of November, 2023




County Treasurer

ORDER OF BOARD OF COUNTY COMMISSIONERS RELATING
TO SALE OF COUNTY PROPERTY ACQUIRED AT RESALE

WHEREAS, the County Treasurer has presented to this Board the foregoing transcript of all his proceedings in said sale, with all papers and proofs relating to said sale, for the approval of this Board of County Commissioners, and This Board of County Commissioners being convened in the office of the County Clerk of said County and State on the date hereinafter set forth.

WE HAVE CAREFULLY EXAMINED said transcript and proceedings, and find:

1. That NOE MURGUJA was the winning bidder.

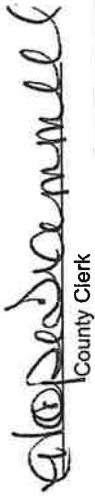
There were no other bidders.




THEREFORE, so finding, the Board of County Commissioners of PITTSBURG County, State of Oklahoma, does hereby order and direct that the foregoing sale be approved; and the Chairman of said Board of County Commissioner is hereby ordered and directed : to EXECUTE A DEED conveying the foregoing described property to NOE MURGUJA in as full and complete a manner as the County is authorized to convey it; and the County Treasurer is ordered and directed, upon the execution of said Deed to pay into the proper funds and accounts the monies heretofore received by him in consideration thereof.

Done at McAlester, Oklahoma, this 4 day of December, 20 23.

BY ORDER OF THE BOARD OF COMMISSIONERS OF

(SEAL)
ATTEST:


County Clerk

Pittsburg County, State of Oklahoma
 Chairman
 Member
 Member



No. _____
Report and Approval of SALE of COUNTY PROPERTY ACQUIRED AT RESALE <u>NOE MURGUJA</u> SOLD TO <u>NOE MURGUJA</u>
STATE OF OKLAHOMA County of <u>PITTSBURG</u>
Filed in the office of County Clerk for record this _____ day of _____, 20 _____ at _____ o'clock _____ M., and recorded in Book _____ Page _____
_____ County Clerk
_____ Deputy

S.A.I. NO. 247A (2017)

COUNTY DEED
PROPERTY ACQUIRED AT RESALE
OFFERED FOR SALE BY BOARD OF COUNTY COMMISSIONERS
Account #15802

Whereas, PITTSBURG County, State of Oklahoma, acquired title to the hereinafter described tract, parcel, or lot of land for delinquent taxes, interest, penalties and costs in full compliance with and by operation of the assessment, levy sale and resale laws of the State of Oklahoma; and

Whereas, on the 31 day of October 20 23, the Board of County Commissioners of PITTSBURG County did direct the County Treasurer of PITTSBURG County to offer for sale designated parcels of County owned property acquired at Resale; and

Whereas, the County Treasurer caused notice of said offer to be given by publication once a week for three consecutive weeks preceding the sale in the MCALESTER NEWS CAPITAL newspaper, published at McAlester Oklahoma, which notice embraced a description of the property, and that the terms of sale were strictly for cash in hand, subject to the approval of the Board of County Commissioners and Excise Board;

Whereas, the County Treasurer, at their office in the Court House in PITTSBURG County, Oklahoma, on the 30 day of November 20 23, the same being the date stated in the foregoing notice, did announce that the hereinafter described tract, lot or parcel of land was about to be sold and would be sold to the highest competitive bidder, and ascertained officially that NOE MURGUJA had offered the highest competitive bid, and did declare the sale made; and transmitted to the Board of County Commissioners and Excise Board a transcript of the proceedings relating to said sale.

THEREAFTER, the Board of County Commissioners and Excise Board of the aforesaid County and State, being in legal meeting(s) at the Court House in said PITTSBURG County, Oklahoma, on the 4 day of December 20 23, and having before the Boards the transcript of proceedings of the County Treasurer in the sale of the hereinafter described tract, parcel, or lot of land as aforesaid, upon due consideration found said proceedings to be according to law, that said NOE MURGUJA had in fact made the highest competitive bid therefore and had made full tender in cash in hand for the amount bid and that said sale, duly made and entered on its records, approve said sale and directed its chairman to execute a deed for the same to the grantee, herein.

NOW, THEREFORE, this indenture made this 4 day of December, 20 23, between PITTSBURG County, State of Oklahoma, by Charlie Rogers the Chairman of the Board of County Commissioners of said County, of the First Part, and the said NOE MURGUJA, 56 W STONEWALL AVE., MCALESTER, OK 74501 of the second Part.

WITNESSETH, That the said Party of the First Part for and in consideration of the premises and the sum of 400.00 DOLLARS, in hand paid, the receipt whereof is hereby acknowledged hath granted, bargained and sold, and by these presents doth grant, bargain, sell and convey to the said Party of the Second Part, his heirs, and assigns forever, the tract, parcel or lot of land mentioned in said notice of sale, and described as follows, to-wit:

S 55' LOT 4 BLK 231 SO MCALESTER (531 W ADAMS)

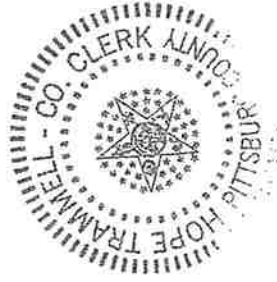
In the County of PITTSBURG, State of Oklahoma.

TO HAVE AND TO HOLD said described tract, parcel or lot of land with the appurtenances thereunto belonging, to said Party of the Second Part, his heirs, and assigns forever, in as full and ample manner as the County is empowered by law to sell the same.

IN TESTIMONY WHEREOF, the said Charlie Rogers, Chairman of the Board of County Commissioners of said County of PITTSBURG, has hereunto set his hand on the day and year aforesaid.

(SEAL)


Chairman, Board of County Commissioners
of PITTSBURG County, State of Oklahoma.



COUNTY DEED
PROPERTY ACQUIRED AT RESALE
OFFERED FOR SALE BY BOARD OF COUNTY COMMISSIONERS
ACKNOWLEDGMENT

STATE OF OKLAHOMA }
County of PITTSBURG } ss.

Before me, Hope Trammell, the County Clerk in and for said County and State, on this the 4th
day of December, 2023 personally appeared Charlie Rogers

to me known to be the duly qualified and acting Chairman of the Board of County Commissioners of PITTSBURG County,
State of Oklahoma, and the identical person who executed the above and foregoing instrument, and acknowledged to me that he exe-
cuted the same as his free and voluntary act and deed as such Chairman of said Board and as the free and voluntary act and deed of
PITTSBURG County, State of Oklahoma, for the uses and purposes therein set forth.

WITNESS my hand and seal the date and year last above mentioned.

(SEAL) Hope Trammell
County Clerk PITTSBURG County,
State of Oklahoma



No. _____
DEED
FROM
<u>PITTSBURG</u> COUNTY
STATE OF OKLAHOMA
TO
STATE OF OKLAHOMA,
SS:
COUNTY OF <u>PITTSBURG</u>
FILED IN THE OFFICE OF COUNTY CLERK
FOR RECORD THIS _____ DAY OF
_____ A.D., 20 _____ AT
_____ O'CLOCK _____ M, AND
RECORDED IN BOOK _____ OF
_____ ON PAGE _____
By _____
_____ COUNTY CLERK

Exhibit to Deed

AFFIDAVIT OF LAND OR MINERAL OWNERSHIP: INDIVIDUAL

STATE OF OKLAHOMA)

) ss.

COUNTY OF Pittsburg)

TO: THE ATTORNEY GENERAL OF THE STATE OF OKLAHOMA

Before me, the undersigned Noe Murguia
(list legal name and any aliases) (the "Affiant"), who, having been first duly sworn, deposes and states as of the date of this Affidavit:

1. I have personal knowledge of the statements made herein.
2. I am:
 - a citizen of the United States; or
 - not a citizen of the United States, but an alien who is a bona fide resident of the State of Oklahoma.
3. I acquired title to the real property identified in the Deed to which this Affidavit is attached (the "Property").
4. This Affidavit is executed in accordance with and pursuant to 60 O.S. § 121, which provides in part as follows:

No alien or any person who is not a citizen of the United States shall acquire title to or own land in this state either directly or indirectly through a business entity or trust, except as hereinafter provided, but he or she shall have and enjoy in this state such rights as to personal property as are, or shall be accorded a citizen of the United States under the laws of the nation to which such alien belongs, or by the treaties of such nation with the United States, except as the same may be affected by the provisions of Section 121 et seq. of this title or the Constitution of this state. Provided, however, the requirements of this subsection shall not apply to a business entity that is engaged in regulated interstate commerce in accordance with federal law.

5. I acknowledge and understand that section 121 generally prohibits an alien or person who is not a citizen of the United States from acquiring title to or owning land in the State of Oklahoma. I further acknowledge and understand that section 121 does not prohibit an alien who is a bona fide resident of the State of Oklahoma from acquiring title to or owning land in the State of Oklahoma.

6. I acquired title to the Property in compliance with the requirements of 60 O.S. § 121 and no funding source was used in the sale or transfer of the Property in violation of section 121 or any other state or federal law.

7. I acknowledge and understand that making or causing to be made a false statement in this affidavit may subject me to criminal prosecution for perjury and/or being liable for actual damages suffered or incurred by any person or other entity as a result or consequence of the making of or reliance upon such false statement.

FURTHER AFFIANT SAYETH NOT.

Noë Murguia
AFFIANT

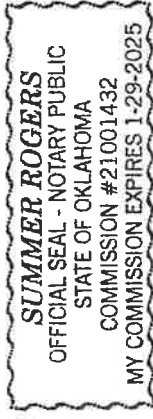
10-31-2023
Date

The foregoing instrument was acknowledged before me this 31 day of Oct, 2023,
by Noë Murguia.

Summer Rogers
NOTARY PUBLIC

My Commission Expires: 1-29-2025

My Commission Number: 21001432





BOARD OF COUNTY COMMISSIONERS
 PITTSBURG COUNTY, OKLAHOMA
 115 East Carl Albert Parkway, Room 100B
 McAlester, Oklahoma
 2024 SCHEDULE OF MEETINGS

DATE	TIME	PLACE
JANUARY 2 ND	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JANUARY 8 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JANUARY 16 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JANUARY 22 ND	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JANUARY 29 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
FEBRUARY 5 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
FEBRUARY 12 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
FEBRUARY 20 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
FEBRUARY 26 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
MARCH 4 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
MARCH 11 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
MARCH 18 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
MARCH 25 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
APRIL 1 ST	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
APRIL 8 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
APRIL 15 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
APRIL 22 ND	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
APRIL 29 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
MAY 6 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
MAY 13 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
MAY 20 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
MAY 28 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JUNE 3 RD	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JUNE 10 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JUNE 17 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JUNE 24 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JULY 1 ST	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JULY 8 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JULY 15 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JULY 22 ND	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
JULY 29 ST	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
AUGUST 5 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
AUGUST 12 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
AUGUST 19 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
AUGUST 26 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
SEPTEMBER 3 RD	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
SEPTEMBER 9 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
SEPTEMBER 16 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
SEPTEMBER 23 RD	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
SEPTEMBER 30 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
OCTOBER 7 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
OCTOBER 15 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
OCTOBER 21 ST	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
OCTOBER 28 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
NOVEMBER 4 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
NOVEMBER 12 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
NOVEMBER 18 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
NOVEMBER 25 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
DECEMBER 2 ND	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
DECEMBER 9 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
DECEMBER 16 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
DECEMBER 23 RD	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM
DECEMBER 30 TH	9:00 A.M.	COUNTY COMMISSIONERS CONFERENCE ROOM

DEC 04 2023
 10:41 AM
 HOPE TRAMMELL COUNTY CLERK
 PITTSBURG COUNTY
 DEPUTY

FILED

FILED IN THE OFFICE OF THE PITTSBURG COUNTY CLERK AT MCALESTER, OKLAHOMA ON THE 4TH DAY OF DECEMBER, 2023


 CHAIRMAN, BOCC


 COUNTY CLERK

Circuit Engineering District Auction Policies

Counties voluntarily participate in the Circuit Engineering Districts Auctions. This facilitates disposing surplus equipment. These auctions bring larger numbers of potential bidders and is advertised nationwide. In order to meet bidders' expectations, the Oklahoma Cooperative Circuit Engineering Districts Board, OCCEDB, has implemented the following policies.

If the county consignor decides to remove equipment after the equipment has been submitted to the auctioneer and is printed on the auction brochure, a removal penalty will be charged. Removal penalty is 8% of the equipment value determined by OCCEDB, using industry standards such as "Machinery Trader" and/or "Last Bid". Bidders are traveling long distances and expect the brochure equipment to be in the auction. This removal penalty will be paid to OCCEDB.

If a county decides to purchase its' piece(s) of equipment back, the county will still be required to pay the 8% commission fee (6% to the auctioneer and 2% to the CED).

If a county consignor feels that there are extenuating circumstances that affect the issues stated above, then the County Commissioner may come to an OCCEDB meeting to state his or her case.

All titled pieces of equipment must have their titles submitted in a timely manner so that the VIN and other information are matched to the equipment delivered.

Failure to comply with these policies could jeopardize the county's future participation in the CED auctions.

Date: 12/4/2023

Read and understood by:

Pittsburg County

ATTEST:

Hope Stammell
County Clerk

[Signature]
Chairman

[Signature]
Member - Commissioner

[Signature]
Member - Commissioner



TISDAL & O'HARA
814 FRISCO AVENUE
P.O. BOX 1387
CLINTON, OKLAHOMA 73601

PHONE: (580) 323-3964

FAX: (580) 323-3674

Page: 1
10/31/2023

Pittsburg County
c/o Michelle Fields, Assessor
115 East Carl Albert Pkwy - Rm 101
McAlester OK 74501

Account No: 519

Summary Statement

Previous Balance	Fees	Expenses	Advances	Payments	Balance
Hiland Partners 302.00	504.75	0.00	0.00	0.00	\$806.75
Scissortail Energy 302.00	692.25	0.00	0.00	0.00	\$994.25
Arkoma 0.00	1,055.25	0.00	0.00	0.00	\$1,055.25
<u>604.00</u>	<u>2,252.25</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>\$2,856.25</u>

PLEASE REMIT PAYMENT TO: P.O. BOX 1387, CLINTON, OKLAHOMA 73601

TO ENSURE PROPER CREDIT, PLEASE REFERENCE YOUR ACCOUNT
NUMBER WITH PAYMENT

PLEASE MAKE CHECKS PAYABLE TO "TISDAL & O'HARA, PLLC"

TISDAL & O'HARA
 814 FRISCO AVENUE
 P.O. BOX 1387
 CLINTON, OKLAHOMA 73601

PHONE: (580) 323-3964
 FAX: (580) 323-3674






Pittsburg County
 c/o Michelle Fields, Assessor
 115 East Carl Albert Pkwy - Rm 101
 McAlester OK 74501

Page: 1
 10/31/2023
 Account No: 519-05
 Statement No: 26485

Hiland Partners

PRIVILEGED AND CONFIDENTIAL

Previous Balance \$302.00

	<u>Fees</u>	<u>Hours</u>	
10/12/2023 LA		0.25	
10/26/2023 LA		0.12	
SH		0.75	
SH		0.50	
10/27/2023 SH		0.50	
	For Current Services Rendered	2.12	504.75

	<u>Recapitulation</u>		
<u>Timekeeper</u>		<u>Hours</u>	<u>Rate</u>
Luke Adams		0.37	\$300.00
Stacy Hill		1.75	225.00
			<u>Total</u>
			\$111.00
			393.75

Pittsburg County

Hiland Partners

Page: 2
10/31/2023

Account No: 519-05
Statement No: 26485

Total Current Work

504.75

Balance Due

\$806.75

PLEASE REMIT PAYMENT TO: P.O. BOX 1387, CLINTON, OKLAHOMA 73601

**TO ENSURE PROPER CREDIT, PLEASE REFERENCE YOUR ACCOUNT
NUMBER WITH PAYMENT**

PLEASE MAKE CHECKS PAYABLE TO "TISDAL & O'HARA, PLLC"

TISDAL & O'HARA
814 FRISCO AVENUE
P.O. BOX 1387
CLINTON, OKLAHOMA 73601

PHONE: (580) 323-3964
FAX: (580) 323-3674

Pittsburg County
c/o Michelle Fields, Assessor
115 East Carl Albert Pkwy - Rm 101
McAlester OK 74501

Page: 1
10/31/2023
Account No: 519-06
Statement No: 26486

Scissortail Energy

PRIVILEGED AND CONFIDENTIAL

Previous Balance

\$302.00

	<u>Fees</u>	Hours
10/12/2023 LA	[REDACTED]	0.25
10/16/2023 LA	[REDACTED]	0.13
10/17/2023 LA	[REDACTED]	0.07
SH	[REDACTED]	0.06
10/25/2023 LA	[REDACTED]	0.27

Pittsburg County

Account No: 519-06
Statement No: 26486

Scissortail Energy

		Hours	
10/26/2023			
LA	[REDACTED]	0.11	
LA	[REDACTED]	0.12	
SH	[REDACTED]	0.75	
SH	[REDACTED]	0.50	
10/27/2023			
SH	[REDACTED]	0.50	
	For Current Services Rendered	2.76	<u>692.25</u>

Recapitulation			
<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Luke Adams	0.95	\$300.00	\$285.00
Stacy Hill	1.81	225.00	407.25
Total Current Work			692.25
Balance Due			<u>\$994.25</u>

PLEASE REMIT PAYMENT TO: P.O. BOX 1387, CLINTON, OKLAHOMA 73601

TO ENSURE PROPER CREDIT, PLEASE REFERENCE YOUR ACCOUNT NUMBER WITH PAYMENT

PLEASE MAKE CHECKS PAYABLE TO "TISDAL & O'HARA, PLLC"

TISDAL & O'HARA
 814 FRISCO AVENUE
 P.O. BOX 1387
 CLINTON, OKLAHOMA 73601

PHONE: (580) 323-3964
 FAX: (580) 323-3674

Pittsburg County
 c/o Michelle Fields, Assessor
 115 East Carl Albert Pkwy - Rm 101
 McAlester OK 74501

Page: 1
 10/31/2023
 Account No: 519-08
 Statement No: 26487

Arkoma

	<u>Fees</u>	Hours	
10/12/2023 LA	[REDACTED]	0.50	
MT	[REDACTED]	0.50	
10/13/2023 SH	[REDACTED]	0.75	
10/30/2023 LA	[REDACTED]	0.50	
SH	[REDACTED]	0.75	
10/31/2023 LA	[REDACTED]	0.33	
SH	[REDACTED]	0.75	
For Current Services Rendered		4.08	1,055.25

<u>Timekeeper</u>	<u>Recapitulation</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Mart Tisdal		0.50	\$300.00	\$150.00

Community EMS LLC

11/29/2023

To: Pittsburg County Commissioners and 911 Board.

Effective 12/04/2023 Community EMS, LLC will be expanding to Crowder Oklahoma.

Jeff A. Thompson – Owner / Director
918-923-1342

Jerry Sanford – Owner / Director
918-698-4845

Thank You!



McAlester, OK. 74502

PHONE (918) 923-1342

EMAIL cemsofoklahoma@gmail.com
