



NOTICE AND AGENDA OF A REGULAR MEETING OF THE PITTSBURG COUNTY ELECTED OFFICIALS

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:

FILED

DATE: July 13, 2026

TIME: 11:00 A.M.

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

JUL 10 2026
TIME 8:34 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:

ROSS SELMAN	-	CHAIRMAN
MIKE HAYNES	-	VICE-CHAIRMAN
CHARLIE ROGERS	-	MEMBER
FRANKIE MCCLENDON	-	SHERIFF
HOPE TRAMMELL	-	COUNTY CLERK
JENNIFER HACKLER	-	COUNTY TREASURER
CATHY RIDENOUR	-	COUNTY ASSESSOR
PAM SMITH	-	COURT CLERK
3. APPROVAL OF AGENDA
4. APPROVE/DISAPPROVE MEETING MINUTES
 - A. Regular Meeting Minutes from April 13, 2026
 - B. Special Meeting Minutes from May 18, 2026
5. AGENDA ITEMS
 - A. Discussion regarding Maintenance and Housekeeping
 - B. Update on .gov domain and email accounts.
 - C. Discussion, Consideration and Possible Action on Internal Controls
 - D. Discussion, Consideration and Possible Action on the development of an Employee Appreciation Program
 - E. Discussion, Consideration and Possible Action on the development of a Uniform Policy
 - F. General Discussion
6. RECESS/ADJOURNMENT

A handwritten signature in blue ink, appearing to read "Chen Wang", is written over a horizontal line.

Commissioners' Assistant

**PITTSBURG COUNTY ELECTED OFFICIALS
MINUTES
JULY 13, 2026**

The County Elected Officials, Pittsburg County, met in regular session on July 13, 2026 at 11:00 A.M.; Meeting held in the County Commissioners Conference Room, Pittsburg County Courthouse after proper notice and agenda were posted indicating time and date. Agenda was posted on July 10, 2026 at 8:34 A.M.

Roll Call: The meeting was called to order by Chairman Selman. Roll was called.

Ross Selman, Chairman	Present
Mike Haynes Vice-Chairman	Absent
Charlie Rogers, Commissioner	Present
Hope Trammell, County Clerk	Present
Cathy Ridenour, Assessor	Present
Jennifer Hackler, Treasurer	Absent
Pam Smith, Court Clerk	Present
Frankie McClendon, Sheriff	Present

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

AYE: Ross Selman
Charlie Rogers
Hope Trammell
Frankie McClendon
Pam Smith
Cathy Ridenour

NAY: None.

Motion Passed.

Haynes joined the meeting.

4. APPROVE/DISAPPROVE MEETING MINUTES:

A. REGULAR MEETING MINUTES FROM APRIL 13, 2026: Selman made a motion to approve the minutes; seconded by Rogers.

AYE: Ross Selman
Mike Haynes
Charlie Rogers
Hope Trammell
Frankie McClendon
Pam Smith
Cathy Ridenour

NAY: None.

Motion Passed.

B. SPECIAL MEETING MINUTES FROM MAY 18, 2026: Selman made a motion to approve the minutes; seconded by Rogers.

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AYE: Ross Selman
Mike Haynes
Charlie Rogers
Hope Trammell
Frankie McClendon
Pam Smith
Cathy Ridenour

NAY: None.

Motion Passed.

5. AGENDA ITEMS:

A. DISCUSSION REGRDING MAINTENANCE AND HOUSEKEEPING: Sandra Crenshaw stated that they are having issues with overtime, one is working 9 ½ hour days, which is creating an issue with comp time. Crenshaw stated that she will place a sign stated that all comp time has to be approved by Commissioners. Trammell stated that fans and lights are being left on. Trammell asked for a steam cleaner for the carpet for the high traffic areas. Trammell asked if all the carpet is complete. Pam explained issues with the carpet near her roller shelving.

B. UPDATE ON .GOV DOMAIN AND EMAILS: Trammell stated that are working on one office at a time.

C. DISCUSSION, CONSDIERATION AND POSSIBLE ACTION ON INTERNAL CONTROLS: Crenshaw stated that January will be time to update the employee handbook and that if anyone has any changes please let her know before then. Crenshaw stated that she is working on grant policies and procedures. Crenshaw stated that the SEFA is due next month and asked for everyone with federal grants to turn in copies of all deposits, purchase orders and contracts promptly so that she can start working on that.

The board moved back up the agenda to item 5A.

A. DISCUSSION REGRDING MAINTENANCE AND HOUSEKEEPING: Selman stated that Mike is getting overtime for coming up to check the HVAC on the weekends. Crenshaw stated that he should be taking some time off during the week that he could take an hour lunch break on Monday and Tuesday or leave an hour early on those days. Crenshaw stated that she has gotten a quote from Ideal Cleaning for janitorial at the OSU Extension and Emergency Management. Pam Smith stated that she needs some way to contact Jason after 3:00 in case they have an issue.

The board moved back down the agenda to item 5D.

D. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON THE DEVELOPMENT OF AN EMPLOYEE APPRECIATION PROGRAM: Trammell and Crenshaw explained that the statute has to have a written program. Trammell and Crenshaw explained what will need to be in the program and asked for ideas of things to be included. Trammell and Crenshaw gave examples of Tulsa County's program.

Rogers asked about a changing the safety award to longevity pay. Trammell and Crenshaw stated that you can have both longevity and a safety award, but you will need to also have a written longevity program.

E. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ON THE DEVELOPMENT OF A UNIFORM POLICY: Crenshaw stated that if you are going to have your employees have uniforms and the county pay for the uniforms they have to wear the uniforms and the office has to have a written policy. If the uniform can be considered street close without a written policy it is considered a taxable fringe benefit.

F. GENERAL DISCUSSION: The board reviewed the security assessment from Fred Clark with ACCO. Crenshaw stated that the garage door was left unlocked. Crenshaw also stated that the assessment states that we also need to add bars to the doors and windows at the old election board area.

6. RECESS/ADJOURNMENT: There being no further business brought before the board. Selman made a motion to adjourn; seconded by Rogers.

AYE: Ross Selman
Mike Haynes
Charlie Rogers
Hope Trammell
Cathy Ridenour
Pam Smith
Frankie McClendon

NAY: None.

Motion Passed. Meeting Adjourned.