

September 7, 2023

The Board of County Commissioners of Osage County met at 10:00 A.M., September 7, 2023 in the OSU Extension Building at Osage County Fairgrounds for a Special Meeting. Members present were Everett Piper, Steve Talburt, and Charlie Cartwright.

Guests present were Leah Quinton-County Clerk Executive Assistant, Stacey Brace-County Clerk 1st Deputy/HR, Jerry Roberts-Emergency Management, Jerry Butterbaugh-OCIA, Nona Roach-OCIA, Anthony Hudson-District #1 First Deputy, Kelly Chouteau-Election Board Secretary, Ed Quinton-Assessor, Sally Hulse-Treasurer, Robert Smith-Pawhuska Journal Capital, Gary Upton-Undersheriff, Jake Bruno-Planning and Zoning Director, Stacy Kirk-County Clerk 2nd Deputy, Trini Haddon-County Clerk Deputy, Tiffany Bradley-Communications Supervisor, Achshah Elliott-Sheriff's Office Secretary, Kelly Pedigo-Fairgrounds Secretary, Kyme Vincent-Nutrition Director and Cheyenne Patrick-OSU Extension.

Steve Talburt called the meeting to order.

Everett Piper led the prayer.

Steve Talburt led the flag salute.

There was no new business.

Robin Slack asked Kyme Vincent, the Nutrition Director, to begin the presentation and present her budget. Vincent stated she felt it was important to provide the Board of County Commissioners with a bit of a history on the Osage County Nutrition Department as two of the Commissioners are in their first term year and the other in his first term. Vincent stated in 1990 UCAP provided all senior services, until the Commissioner's brought Nutrition into the County. Also, Osage County is the only County with a Nutrition Department in the State. Vincent stated the previous Commissioners made a yearly commitment of \$80,000 to the Nutrition program for Nutrition development. Vincent stated this past two years there has not been a need for Vincent to request the yearly \$80,000 due to the abundance amount of COVID-19 money that flowed into Osage County and the Nutrition department. The \$80,000 will be used to purchase equipment like a dishwasher for Pawhuska and Shidler, a freezer for Skiatook, and other necessary items. Vincent stated historically she would call the County Clerk letting the Clerk know she was ready for the \$80,000 and the Clerk would then reach out to the BOCC Chairman. Vincent stated she and Slack had decided it best for Vincent to talk with the Board and make a formal presentation and request at the Budget Meeting. Vincent stated the Nutrition Department runs a tight ship and the cost of the average plate is \$1.15. Vincent went on to state that half of her employees are only part-time. Charlie Cartwright inquired where the \$80,000 funds would come from for the Nutrition request. Slack stated the funds would come from the Use Tax money, where it had previously been funded since inception per Vincent. Vincent expressed Nutrition is a valuable asset in helping Senior Citizens. Cartwright inquired how much Nutrition have in reserve. Vincent stated the department could operate on reserves for 3 months which would be roughly \$150,000. Everett Piper stated he does not feel comfortable making budget decisions on oral reports. Vincent stated this isn't a budget decision. Piper stated it is. Piper went on to state the Board is making a decision on how to allocate money and they should have written reports in detail before they make decisions. Steve Talburt and Charlie Cartwright agreed with his statement. Vincent inquired what the process is for moving forward as she is operating under the process she has been using since 2010. Cartwright stated he would like to see an overall number and a line-item report showing where money is going from everybody. Piper stated the Departments need to submit papers before the meeting so they do not waste our time. Vincent inquired if they would like her to present this in a public meeting. Talburt stated they would like Vincent to submit the paperwork prior to the public meeting. Piper stated he would recommend anyone who has a request such as this, to get their proposals to the Chair and if it is adequate, the Chair can move it forward; If there are questions, the Board can ask questions; accordingly, so they do not waste their time in the meetings. Vincent stated she did not mean to waste their time. Cartwright stated she did not; this is a new Board. Vincent inquired about what specific documentation the Board wanted to review. Vincent asked if it would be sufficient to provide the Board with the budget she prepares for INCOG and the budget for the County that shows where she allocates the funds including a breakdown sheet. Talburt stated to send them what she has and if they need additional information, they will let her know. Talburt moved forward to the District Attorney budget. Robin Slack stated the District Attorney's Office requested \$150,000 and of that, \$20,000 is reimbursement, so it is not a true \$150,000 request. Sally Hulse stated the DA Office budgeted in a similar way last year and the reimbursement comes from DAC (Department of Corrections). Piper stated he is learning today and inquired how this compares to last year. Slack stated last year was \$170,000 and this year it is \$150,000. Piper inquired what happened to the money that had lapsed from last year. Slack explained it would go into a rollover account and will be reallocated later this year. Piper questioned whether it is to use it or lose. Slack stated it is use it or lose it on the 0001 General Fund Accounts but not on cash accounts. Slack stated Cash accounts rolls over. Slack reiterated the budget accounts do not roll over, but if the funds are encumbered in that year, the account will hold that amount to pay that PO. Piper inquired more about what had lapsed. Slack stated all funds will roll over into one General Fund Account that is not used from these 0001 budgeted accounts. Slack stated these funds will be used to budget for the coming year, this year. Talburt asked clear as mud. Piper said yes. Cartwright stated he would like to see the same system they used for Nutrition used for all accounts, that way they have a basis for comparison and if there is an increase in the budgets, the Board can track the increase. Talburt stated he thought he had that information. Slack stated it is in the packet all BOCC members received, and everyone is here to speak. Talburt moved forward to the Sheriff's budget. Robin Slack states this year the Sheriff's Office had budgeted about \$379,000 less than last year and the majority of that reduction was in Capital Outlay. Tiffany Bradley stated they are asking less for fuel, vehicle maintenance, and communications and requesting a

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little more for equipment and maintenance contracts. Overall, out of operations, it is \$133,000 less than they asked for last year and salaries are about \$63,000 more for the jail and Sheriff's Office. Cartwright inquired where the major increase is coming from salaries. Bradley stated the jail as they have added two nurse positions. Talburt inquired if Courthouse Security comes from the Sheriff's 1% Sales Tax budget. Bradley stated Courthouse Security is budgeted out of a general fund. Cartwright inquired about the Turnkey savings and asked where he could see the savings if there is now a salary increase. Bradley stated she did not know but they did budget for medical supplies. Cartwright stated he would like to see where the savings are going. Piper stated it is always good to see someone come in and request significantly less than last year. Cartwright stated he does not have a problem, but he wants to know where the Turnkey savings went. Piper stated this is his first time at a County Budget but finds it weird the Board is making decisions without any material in advance. Piper stated he doesn't know where to go when he is supposed to make a decision today. Piper asked if they have to make the decisions today by statute or receive the information and come back at a different time. Slack questions what documentation the Board wanted as the information they have in front of them has the accounts and the breakdown. Piper stated they are about to decide on a \$11,268,000.00 budget and he hasn't seen this before which makes him uncomfortable. Plus like the oral report from Nutrition, he does not have a clue what to do with that because it is surprising him. Piper continued that even with the Sheriff's budget being lower, Cartwright has questions and Piper wonders how they can decide without seeing it before and being prepared to have them bring the answers to the Board. Slack stated she would like to know what they are requesting because the provided packet has all the information. Piper stated Vincent should have brought a detailed itemized budget to compare to previous years to understand her budgeted request. Slack stated she is asking what the Board would like in addition to the current document provided because this document lays out each account for every department by showing what they spent last year, what they didn't spend, and what they are asking for this year. Cartwright stated he wants to see justifications for any changes in the line items so they can take time to make a judgment call. Slack suggested the Board end this meeting and do it another time as they do not have the forms the Board wants. Kelly Chouteau said they can provide the information verbally. Piper responded he is not comfortable making budget decisions based on oral reports and needs to see in writing justified reasons for an increase. Slack asked all department heads and Elected Officials to get something to her by next Wednesday. Talburt stated he understands what they are saying, but he is pretty clear on the document. Talburt went on stating this is why the department heads are here today to tell of any changes, and they are verbally ready to tell us. Cartwright stated he cannot digest all this information in a two-hour meeting and make a decision. Jerry Buterbaugh stated if he was at the table, he would want to know the comparison in the Sheriff's budget if it is last year's budget or last year's actual expenditures. Nona Roach inquired if the Health Department's Sales tax was not a part of the budget. Slack stated it is a cash account and the Board was here today to go over budget accounts. Roach stated there are questions about how the Health Departments spend their money. Sally Hulse stated that would pertain to the State.

Under Citizen's Input, Ed Quinton inquired when the next meeting will be. Slack stated if everyone can have their papers to her office by noon next Wednesday, they can have the next Special BOCC meeting on Wednesday, September 20th. Quinton clarified they need to write a document for any increase to their budget. Steve Talburt stated even if the budget as a whole has decrease, the account holder will need to write a justification if any singular account has an increase.

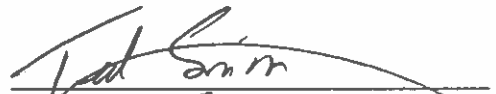
Charlie Cartwright moved to adjourn. Everett Piper seconded the motion. Piper-yes; Talburt-yes; Cartwright-yes. Motion carried.

Read and approved this 18th day of September, 2023.

Board of County Commissioners
Osage County, Oklahoma



Steve Talburt, Chairman



Charlie Cartwright, Vice-Chairman



Everett Piper, Member



Robin Slack, Osage County Clerk