

KAY COUNTY PUBLIC BUILDINGS AUTHORITY

Post Office Box 450
Newkirk, Oklahoma 74647

Monday, October 25, 2021

Special Meeting

8:45 a.m.

Newkirk, Oklahoma

The Trustees of the Kay County Public Buildings Authority (PBA) met in special session at 8:45 a.m. on Monday, October 25, 2021, in the Kay County Courthouse, First Floor, Commissioners Court, in Newkirk, Oklahoma. Notice of the meeting was posted for public information on October 20, 2021, at the Courthouse front door, Commissioners Court, basement handicapped entrance of the Kay County Courthouse in Newkirk, Oklahoma, and the Kay County Website.

Chairman Jason Shanks called the meeting to order. Trustees: Jack Godberson, Vice-Chairman, present, John A. Wilson, Member, present. Other's present were as follows: Brian Hermanson, District Attorney (DA); Susan Keen, Kay County Assessor; Brenda Medlock, OSU Extension; Dennis Bonewell, Emergency Management; Tammy Reese, Secretary/Kay County Clerk.

Motion was made by Wilson and seconded by Godberson approving special meeting minutes of October 15, 2021. Motion carried: Godberson, aye; Shanks, aye; Wilson, aye.

Pay Application No. 14, Contractor's (KSB Enterprises) Application for Payment totaling \$308,134.57 period to 9-30-2021 for materials and construction costs for the Courthouse Annex and OSU Extension Center including authorization for direct payment of certain materials to the vendors in order to receive credit for the Authority's sales tax exemption. (Approved in 10-12-21 PBA Meeting, upon approval of AIP) Reese said the requisitions were not sent in for payment. After further review, Reese stated she received an email from KSB directing amendment on two of the vendor invoices; she noted the total payment amount did not change. AIP authorized changes.

Motion was made by Shanks and seconded by Wilson approving Pay Application No. 14, Contractor's (KSB Enterprises) Application for Payment totaling \$308,134.57 period to 9-30-2021 for materials and construction costs for the Courthouse Annex and OSU Extension Center including authorization for direct payment of certain materials to the vendors in order to receive credit for the Authority's sales tax exemption. (Approved in 10-12-21 PBA Meeting). The following Requisitions will be submitted for payment: "Amended" Requisition for Payment to KSB Enterprises-\$264,043.32; "Amended" Requisition for Payment to CMC Construction Services-\$716.45. Motion carried: Godberson, aye; Shanks, aye; Wilson, aye.

Motion was made by Wilson and seconded by Godberson approving Requisition for Payment to Wallace Engineering Structural Consultants, Inc. for site, grading/drainage, utility (storm, SS, water, electric, gas, etc.), paving, landscape, erosion control. Professional services from September 1, 2021 to September 30, 2021. Project No. 001940205.00, Invoice No. 211673 in the amount of \$625.00. Motion carried: Godberson, aye; Shanks, aye; Wilson, aye.

Dennis Bonewell, Emergency Management, told the Fire Marshal will not sign off on the Certificate of Compliance until the proposal from Falco Alarm Company has been approved. Bonewell said this proposal is adding a cellular communicator to the new commercial fire alarm system allowing the alarm to send signals over the cellular network to the monitoring center to monitor fire alarm and sprinkler system without being required to keep two land line phone services for alarm signal communications. Bonewell stated this a more efficient system. Shanks noted the total cost is \$1,380.00 with yearly fees; the yearly fees are \$45 per year per building.

Motion was made by Shanks and seconded by Godberson approving the proposal from Falco Alarm Company of Stillwater for adding a cellular communicator to the new commercial fire alarm systems for the Kay County Administration Building and the OSU Extension Building. Motion carried: Godberson, aye; Shanks, aye; Wilson, aye.

Shanks said this is to be paid out of the Kay County Public Building account.

Motion was made by Godberson and seconded by Shanks approving Quote#127759 from Southwest Solutions Group, Inc. to purchase a Spacesaver Shelving 447 Linear Shelf for the Court Clerk’s document storage in the amount of \$15,838.00 (vendedor is listed on Sourcewell Contract a nationwide contract). Motion carried: Godberson, aye; Shanks, aye; Wilson, aye.

Motion was made by Godberson and seconded by Wilson approving a Requisition for Payment to Baumert, Cummings & Hiatt to pay attorney fees for September 2021 in the amount of \$477.50. Motion carried: Godberson, aye; Shanks, aye; Wilson, aye.

Report and discussion regarding sales and use taxes receipts: Reese gave the October 2021 receipts as follows: Use Tax-\$19,594.06; Sales Tax-\$134,561.01. She reported the yearly comparisons.

There being no further business, motion was made by Shanks and seconded by Godberson to adjourn (8:55 a.m.). Motion carried: Godberson, aye; Shanks, aye; Wilson, aye.

Approved this 8th day of November, 2021.

TRUSTEES
KAY COUNTY PUBLIC BUILDINGS AUTHORITY

JASON SHANKS, CHAIRMAN

JACK GODBERSON, VICE-CHAIRMAN

JOHN A. WILSON, MEMBER

ATTEST:

TAMMY REESE, SECRETARY-TREASURER/KAY COUNTY CLERK
KAY COUNTY PUBLIC BUILDINGS AUTHORITY
(SEAL)
