

Cotton County Community News

COMMISSIONER’S PROCEEDINGS
COTTON COUNTY, OKLAHOMA
September 29, 2025

The Board in regular session for which time, place and agenda being posted at 8:30 a.m. September 26, 2025 for September 29, 2025 with Milton Honeycutt, John Anderson and Kevin Grimes present; Cotton County Clerk Joseph Schappert, Cotton County Clerk Chief Deputy/BOCC Assistant Sandy Edgmon, Cotton County Treasurer Tammy Simpson and Cotton County Tax Assessor Virginia Brasier were present for the meeting.

- A. The meeting was called to order by Chairman Honeycutt.
B. Introduction of Guests, as listed above.
C. Reading and Approval of Commissioners Proceedings for Regular Meeting September 22, 2025 on motion by Grimes, 2nd by Anderson Votes: Honeycutt-AYE, Anderson-AYE, Grimes-AYE.
D. CONSENT AGENDA: The following items are considered to be Routine by the Board of Commissioners and will be enacted with one motion. Should discussion be desired on an item; that item will be removed from the Consent Agenda prior to action and considered separately.

Honeycutt moved to approve consent agenda as follows:

- 1.Consider Approval of Processing Purchase Orders for Purchases Prior To Encumbrance

None presented

2. Consider Approval of Blanket Purchase Orders

930	Tony High	District #3	\$2,000.00
938	Walters Coop Elevator	District #1	\$1,000.00
939	Cotton County Auto Parts	District #1	\$1,000.00
940	Calfy Bro Build Center	District #1	\$300.00
941	Walters Car Wash	District #1	\$100.00
942	Clean Uniform	District #1	\$600.00
943	Heavy Truck & Trailer	District #1	\$2,000.00
944	Spring House Water Co. In	District #1	\$100.00
945	Cintas Corporation No. 2	District #1	\$200.00
947	Clean Uniform	District #2	\$750.00
948	Cotton County Auto Parts	District #2	\$1,000.00
949	Spring House Water Co. Inc.	District #2	\$100.00
950	T H Rogers Lumber Co.	District #2	\$200.00
951	Cintas Corporation No. 2	District #2	\$200.00
952	Walters Car Wash	District #2	\$100.00
953	Cal-Coop Burk Ag		
	Auto & Truck Parts	District #3	\$600.00
954	Bruckner Truck Sales Inc.	District #3	\$1,000.00
955	C L Boyd Company Inc	District #3	\$1,000.00
956	Clean Uniform	District #3	\$800.00
957	Oreillys Corp Office Pay	Only District #3	\$600.00
958	United Ag & Turf	District #3	\$1,000.00
959	Spring House Water Co.Inc.	District #3	\$200.00
960	Tractor Supply Company	District #3	\$300.00
961	Cintas Corporation No. 2	District #3	\$300.00
962	Calfy Bros Build Center	General	\$75.00
964	Calfy Bros Buildg Center	Free Fair	\$300.00
965	Walters Coop Elevator	Free Fair	\$300.00
966	Lowes	Free Fair	\$500.00
967	Home Depot Credit Serv	Free Fair	\$500.00
968	Sams Club Direct	Free Fair	\$500.00
969	Tractor Supply Company	Free Fair	\$300.00
970	Sams Club Direct	OSU Extension	\$500.00
971	Hobby Lobby Stores Inc.	OSU Extension	\$500.00
972	Lowes	OSU Extension	\$500.00
973	Home Depot Credit Serv	OSU Extension	\$500.00
974	Tractor Supply Company	OSU Extension	\$200.00
975	Calfy Bros Build Center	OSU Extension	\$200.00
976	Dollar General	OSU Extension	\$200.00
977	Walters Coop Elevator	OSU Extension	\$300.00
978	Davis, Kimbreley	OSU Extension	\$1,000.00
979	Williams, Amanda	OSU Extension	\$500.00
980	Williams, Kaila	OSU Extension	\$500.00
981	Burkburnett Quick Lube	Sheriff	\$250.00
982	Pitney Bowes Inc	Sheriff	\$175.00
983	Depart of Public Safety	Sheriff	\$475.00
984	ICS Jail Supplies Inc	Sheriff	\$600.00
985	Cotton County Drug	Sheriff	\$300.00
986	File Thirteen	Sheriff	\$66.00
987	Tiger Commissary	Sheriff	\$2,000.00
988	Fuelman	Sheriff	\$4,000.00
989	Cotton County Auto Parts	Sheriff	\$100.00
990	Walters Car Wash	Sheriff	\$300.00
991	Johnnys Car Care	Sheriff	\$100.00
992	Encartele Inc.	Sheriff	\$1,000.00
993	Sysco Food Serv of OK Inc.	Sheriff	\$1,000.00
994	Depart of Public Safety	Sheriff	\$500.00
995	Walters Coop Elevator	Emer. Mgmt.	\$500.00
996	Fuelman	Emer. Mgmt.	\$500.00
997	Walters Car Wash	Emer. Mgmt.	\$100.00
998	Spring House Water Co.	Emer. Mgmt.	\$150.00
999	Oreillys Corp Office		
	Payment Only	Sheriff	\$500.00
1001	Walters Coop Elevator	Assessor	\$250.00
1002	Walters Car Wash	Assessor	\$40.00
1003	Pike Pass	Assessor	\$40.00

3. Consider Approval of Purchase Orders and Payroll Claims

4. Consider Approval of Monthly P-Card Statement and Payments
None presented

5. Consider Approval of Request for Appropriations and Transfer of Appropriations
None presented

6. Consider Monthly Officer’s Reports
None presented

7. Consider Monthly Districts’ Summary Reports of Consumable Items
None presented

Anderson 2nd the motion to approve consent agenda. Votes: Honeycutt-AYE, Anderson-AYE, Grimes-AYE.

- E. Resolution 26-06 declaring Cotton County as a Green Light for Veterans County for from October 1 through Veterans Day, November 11th, 2025 and in observance of Operation Green Light, encourages its citizens to join in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 4th through the 11th , 2025 approved on motion by Honeycutt, 2nd by Grimes. Votes: Honeycutt-AYE, Anderson-AYE, Grimes-AYE.
F. REAP Grant 2026 Application for modernization of Courthouse elevator was discussed. After much consideration, due to current Budget constraints and a lack of funding the Board of Commissioners with heavy hearts voted to refrain on submittal of REAP Application for this year on motion by Anderson, 2nd by Honeycutt. Votes: Honeycutt-AYE, Anderson-AYE, Grimes-AYE.
G. School Bus Routes for 2025-2026 were discussed. No action taken.
H. Donations to Sheriff DARE fund in the amount of \$100 cash and \$100 check from S&K Trucking were approved on motion by Anderson, 2nd Grimes. Votes: Honeycutt-AYE, Anderson-AYE, Grimes-AYE.
I. Protocols and policies for attendees/public speaking during meetings were discussed. Deferred on motion by Grimes, 2nd Anderson. Votes: Honeycutt-AYE, Anderson-AYE, Grimes-AYE.
J. Quarterly County Wide Internal Controls: Control Environment and Financial

Review were discussed:

- Does the County have a well developed Employee Personnel Policy Handbook that outlines:
 - Expectations of employee conduct? Yes
 - Guidelines for reporting grievances? Yes
 - Guidelines for reporting fraud/abuse? Yes
 - Is disciplinary action taken when necessary? Yes
 - Is the handbook agreed upon by the county officials? Yes
 - Are employees held accountable for their internal controls responsibilities through evaluations or disciplinary actions? Yes, Handbooks are updated regularly with input from BOCC and all Officers
- Has the County Handbook been presented to all new employees with signature of their acceptance (copy to be included in personnel file)? Yes, employees are also provided with updated copies.
- Are routine meetings held by county officials to communicate needs/risks of county? Yes, during meetings to update handbook and during BOCC meetings.
- Are audit findings addressed as an entity to determine the path to resolution or mitigating factors? Yes
- Is each official aware of the importance of enforcing the policies of the County and demonstrating a commitment to integrity and values? Yes; we all work well together to help each other and hold each other accountable.
- Have the BOCC and other officials established the following objectives regarding the financial reporting process:
 - An accurate financial statement, required disclosures, and supplemental information for the fiscal year should be prepared by August 15th and approved by the BOCC. Yes
 - An accurate Schedule of Expenditures of Federal Awards (SEFA) and required disclosures for the fiscal year should be prepared by August 15th and approved by the BOCC. Yes
 - Timely filing of these financial statements with the State Auditor’s Office? Yes.
- Have the BOCC and other officials developed procedures to oversee the County’s internal control system? Yes, checks and balances have been implemented as needed by office.
- Do the BOCC and other officials take steps to ensure compliance with state statutes and new legislation? (List new laws and how the County will address them) Yes, new laws are discussed in BOCC meetings and among Officers. Any new information received by an Officer is shared with all Officers and reviewed for necessary changes to SOP.
- Are employees made aware that assets of the County are not to be used for personal use? Yes.
- Does management ensure officers and employees have adequate training for their position through OSU classes and other resources? Yes.
- Do all officials understand the importance of working together to create a complete, accurate Estimate of Needs? Yes, definitely; especially this year which was difficult due to the tight budget. All try to work together and give accurate estimates in order to provide the best for our County.

Financial Review:

Sales Tax collection was down a bit in July, but up in August and September from the previous fiscal year. Use Tax and increased over the 1st quarter of this fiscal year compared to the previous fiscal year. The first two months of General Fund collections for this fiscal year have seen increases from last fiscal year.

- K. New Business: (Consider any matter not known about or which could not have been reasonably foreseen prior to the time of posting this agenda)

District #2 reported that 21 of 22 road/bridge damage sites have been repaired. The last and largest should be completed over the next few months.

- L. There being no further business to come before the Board, motion by Anderson, 2nd by Grimes to adjourn. Votes: Honeycutt-AYE, Anderson-AYE, Grimes-AYE.

WARRANTS ISSUED IN FISCAL YEAR 2025-2026

COUNTY CLERK LIEN FEE

000003	QUILL	\$ 211.00	SUPPLIES
GENERAL			
000267	OSU-CTP	\$ 80.00	TRAINING
000268	OSU-CTP	\$ 80.00	TRAINING
000269	WALTERS COOP ELEVATOR	\$ 37.50	GAS
000270	HARRIS, BROOKE RENEE	\$ 204.30	TRAV & MEALS
000271	HARRIS, BROOKE RENEE	\$ 31.42	MEAL
000272	MOSQUEDA, CHRISTINA ANN	\$ 25.12	MEAL/MEALS
000273	OKLAHOMA NATURAL GAS	\$ 309.54	UTILITIES
000274	OKLAHOMA NATURAL GAS	\$ 196.70	UTILITIES
000275	GUARDIAN SEC SYS		
	DBA ALERT 36	\$ 72.59	LOCKBOX
000276	OKLA EMPLOYMENT SEC COM	\$ 1,876.86	UNEMPLOY
HEALTH			
000030	WPS, INC	\$ 554.80	UTILITIES
000031	AMAZON CAPITAL SERVICES	\$ 34.95	OFF SUPPLIES
000032	NOODLE SOUP OF WEINGART DESIGN	\$ 960.85	SUPPLIES
HIGHWAY			
000330	CLEAN UNIFORM	\$ 419.52	UNIFORMS
000331	SPRING HOUSE WATER CO.INC	\$ 59.00	WATER
000332	C L BOYD COMPANY INC.	\$ 610.75	PARTS
000333	WARREN CAT	\$ 229.42	PARTS
000334	DUB ROSS CO. INC.	\$ 2,674.50	TIN HORNS
000335	APF TRUCKING LLC	\$ 2,500.00	REPAIRS
000336	AIRGAS USA, LLC	\$ 335.72	SUPPLIES
000337	ASCO, ASSOCSUPPLY CO INC.	\$ 476.80	PARTS
000338	WARREN CAT	\$ 1,137.26	PARTS
000339	HEAVY TRUCK & TRAI, LAWTON	\$ 590.43	PARTS
000340	OKLA EMPLOY SEC COM	\$ 1,665.30	UNEMPL
000341	PUBLIC SERVICE OF OKLAHOMA	\$ 137.94	UTILITIES
INDIGENT CARE			
000008	CITY OF WALTERS	\$ 94.28	UTIL NEEDY
SH SVC FEE			
000060	SERVICE OKLAHOMA	\$ 55.00	TAG & TITLE

WARRANTS ISSUED IN FISCAL YEAR 2024-2025

None presented

Approved and signed this 2nd day of October, 2025.

BOARD OF COUNTY COMMISSIONERS
COTTON COUNTY, OKLAHOMA
/s./_____
MILTON HONEYCUTT, CHAIRMAN

/s/____JOHN ANDERSON_____
JOHN ANDERSON, MEMBER
/s/____Keyin Grimes_____
KEVIN GRIMES, MEMBER

ATTEST:
/JOSEPH SCHAPPERT, COUNTY CLERK