

July 31, 2023

The Board of County Commissioners of Creek County (BOCC) met in Regular Session on Monday, July 31, 2023 at 9:00 a.m., date and time duly posted.

Item #1: Meeting was called to order at 9:00 a.m. by Chairman, Newt Stephens, Jr. Roll Call Stephens present, Warner present, Whitehouse present.

Item #2: Statement of compliance with open meetings act-Chairman.

Item #3: Commissioner Stephens led the Pledge of Allegiance and Invocation.

Item #4: Motion was made by Warner and seconded by Stephens to approve the minutes of July 24, 2023. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Abstained.

Item #5: Motion was made by Warner and seconded by Stephens to approve Transfer \$15,082.44 from 1102-6-4300-2005 M&O-D3 HWY FY2022-2023 to 1102-6-4300-2005 M&O-D3 HWY FY2024; \$41,116.10 from 1102-6-4300-4110 HWY Capital Outlay-D3 HWY FY2022-2023 to 1102-6-4300-4110 HWY Capital Outlay-D3 HWY FY2024; \$9,689.78 from 1102-6-6530-2005 CIRB-MV Coll/SB1888-D3 HWY FY2022-2023 to 1102-6-6530-2005 CIRB-MV Coll/SB1888-D3 HWY FY2024; \$33,742.56 from 1103-6-4300-4030 CBRIF-D3 HWY FY2022-2023 to 1103-6-4300-4030 CBRIF-D3 HWY FY2024; \$82,219.28 from 1313-6-8043-2005 HWY Tax M&O-D3 HWY FY2022-2023 to 1313-6-8043-2005 HWY Tax M&O-D3 HWY FY2024; \$29,000.00 from 1102-6-4200-2005 HWY M&O-D2 HWY FY2022-2023 to 1102-6-4200-2005 HWY M&O-D2 HWY FY2024; \$3,919.15 from 1235-6-4200-4151 2021-06-D2 HWY FY2022-2023 to 1235-6-4200-4151 2021-06-D2 HWY FY2024; \$130,800.92 from 1313-6-8042-2005 HWY Tax-M&O-D2 HWY FY2022-2023 to 1313-6-8042-2005 HWY Tax-M&O-D2 HWY FY2024; \$89,951.65 from 1102-6-4100-2005 HWY M&O-D1 HWY FY2022-2023 to 1102-6-4100-2005 HWY M&O-D1 HWY FY2024; \$4,950.64 from 1102-6-6510-2005 CIRB-MV Coll/SB1888-D1 HWY FY2022-2023 to 1102-6-6510-2005 CIRB-MV Coll/SB1888-D1 HWY FY2024; \$25,066.48 from 1103-6-4100-4030 Co Bridge & HWY Improv-D1 HWY FY2022-2023 to 1103-6-4100-4030 Co Bridge & HWY Improv-D1 HWY FY2024; \$51,763.63 from 1313-6-8041-2005 HWY Tax M&O-D1 HWY FY2022-2023 to 1313-6-8041-2005 HWY Tax M&O-D1 HWY FY2024; Error Correction \$5,900.25 from 1317-2-0400-1110 Payroll Sheriff FY2023-2024 to 1317-2-0400-2005 M&O Sheriff FY2024; Blanket Purchase Orders #786 - 891; Purchase Orders **#2022-2023** ARPA 2021 60, TRI-STAR UTILITIES INC, 98300.00, Infrastructure; Fair Board 7, Belk, Troy, 4400.00, DIRT; General 3561, Myers, Randi, 254.14, TRAVEL 3562, XEROX CORP, 55.00, SERVICE 3563, THE POOL STORE, 109.90, SUPPLIES 3564, SAPULPA DAILY HERALD, 57.73, NEWSPAPER PUBLICATIONS 3565, SHOW INC., 40.00, RECYCLE SERVICE 3566, Straydog Storage, 80.00, Rent 3567, CASTLECOM LLC, 6900.75, OFFICE EQUIPMENT 3568, Quadient Leasing USA Inc, 1507.08.; Highway 1897, VARNERS EQUIPMENT & HARDWARE, 55.37, SUPPLIES; Hwy-ST 785, Petrochoice Dynamo LLC, 859.20, OIL, HYD FLUID & GREASE; Jail-ST 1204, Environmental Loop Service Inc, 360.00, DIAGNOSTIC TEST 1205, A & M ELECTRIC INC, 761.35, ELEC SERV/JAIL; Resale 470, LEXISNEXIS RISK SOLUTIONS, 180.00, SEARCH ENGINE 471, I CARE AUTO GLASS & PARTS, 1050.00, Labor & Materials 472, KPS STRIPING, 450.00, Vehicle Upfit; Tax Refunds 179, Jimmy & Rita Stephens, 119.00, TAX CORRECTION; **2023-2024** 911 Phone 19, A T & T, 44.86, UTILITY 20, OK COMMUNICATIONS SYSTEMS, 221.44, ACCESS FEES 21, A T & T, 1366.08, PHONE & INTERNET SERVICES; ARPA 2021 1, Turn Key Health Clinics LLC, 10636.55, PROFESSIONAL SERVICES; CH Improv-ST 1, CREEK CO PUBLIC FACILITIES, 107604.12, Agreement; General 192, THOMSON-WEST, 33.85, Law Books & Services 193, Standley Systems, 172.43, COPIER CHARGES 194, OSU CO-OP EXT SERVICE, 13333.33, CONTRACT SERVICES 195, Verizon Wireless, 160.04, SERVICE 196, Chestnut, Harrison, 29.48, TRAVEL REIMBURSEMENT 197, CREEK COUNTY COMMISSIONERS, 128.40, WORK COMP PREMIUM 198, Simply Scentsational, 192.00, 199, A & M ELECTRIC INC, 1839.50, PARTS AND LABOR 200, SAPULPA DAILY HERALD, 330.90, BOCC MINUTES 201, SCOVIL & SIDES HARDWARE CO, 42.00, PARTS 202, MERRIFIELD OFFICE SUPPLIES, 1411.60, SUPPLIES 203, COX BUSINESS, 37.00, UTILITY 204, COX BUSINESS, 1184.10, Utilities 205, O G & E, 111.42, UTILITY 206, Wolf Valley Ranch, 3600.00, FEES - ANNUAL 207, CREEK CO HOME FINANCE AUTH, 2100.00, Rent 208, Waste Management Of Tulsa, 193.61, UTILITY 209, Waste Management Of Tulsa, 339.58, UTILITY 210, O N G, 66.37, UTILITY 211, INCOG, 6214.00, PROFESSIONAL SERVICES 212, INCOG, 6164.75, MEMBERSHIP DUES 213, JOBE, CARROLL, 240.40, CLERICAL SERVICES 214, KELLPRO COMPUTER SOLUTIONS, 417.00, SERVICE 215, Standley Systems, 462.21, LEASE 216, COX BUSINESS, 39.02, SERVICE 217, CINTAS CORPORATION NO 2, 15.00, SERVICE 218, COMMUNITY CARE INSURANCE, 657.87, insurance - cobra 219, Guardian, 77.58, insurance - cobra 220, CINTAS CORPORATION NO 2, 15.00, Maintenance 221, ATLINK SERVICES LLC, 235.00, UTILITY 222, Midtown Auto & Diesel Repair Inc, 181.77, CCSO VEHICLE REPAIRS 223, CINTAS CORPORATION NO 2, 15.00, SERVICE 224, Midtown Auto & Diesel Repair Inc, 752.95, CCSO VEHICLE REPAIRS 225, Raines Polygraph Services, 250.00, polygraph 226, HOWARDS AUTO DETAILING LLC, 150.00, DETAIL VEHICLE 227, BROOKS JEFFREY MARKETING INC, 4195.00, WEB HOSTING 228, BROOKS JEFFREY MARKETING INC, 250.00, 229, BRISTOW TIRE & AUTO SERVICE, 310.87, CCSO VEHICLE REPAIRS 230, BRISTOW TIRE & AUTO SERVICE, 30.90, CCSO VEHICLE REPAIRS 231, TRADITIONS FUNERAL & CREMATION SERVICES, INC, 225.00, CREMATION 232, Simply Scentsational, 36.00, AIR FRESHENERS 233, WARREN CAT, 783.68, parts; Health 7, McKESSON, 780.31, Supplies 8, MERRIFIELD OFFICE SUPPLIES, 393.51, Supplies 9, SANOFI PASTEUR INC, 4542.16, VACCINATIONS 10, CITY OF SAPULPA, 337.29, UTILITIES 11, O N G, 50.54, UTILITIES 12, MERRIFIELD OFFICE SUPPLIES, 492.51, Supplies 13, MERRIFIELD OFFICE SUPPLIES, 81.27, Supplies 14, MARK CROMWELL, 500.00, LAWN CARE 15, BRISTOW NEWS, 44.00, SUBSCRIPTION; Highway 101, CREEK CO RURAL WATER D#2, 63.05, WATER BILL 102, O G & E, 707.55, Utilities 103, CINTAS CORPORATION NO 2, 111.80, SUPPLIES 104, A T & T MOBILITY, 266.24, Utilities 105, EMCO TERMITE & PEST CONTROL INC, 70.00, SERVICE CONTRACT 106, O G & E, 171.41, Utilities 107, PURPLE WAVE INC, 21450.00, EQUIPMENT 108, DRUMRIGHT TAG AGENCY, 31.50, TAG/TITLE 109, TotalSIR, 36.50, SIR TEST 110, O N G, 158.78, UTILITY 111, Dobbs Dozer Service, 2400.00, Repairs 112, YELLOWHOUSE MACHINERY, 3630.00, equipment rental 113, SNB BANK, 1556.98, PAYMENT; Hwy-ST 21, MIKE WOFFORD TRUCKING & GRADING LLC, 4771.00, ROAD MATERIAL 22, BATTERY OUTFITTERS, INC, 370.90, PARTS & SUPPLIES 23, TULSA COUNTY HIGHWAY CONSTRUCTION SIGNS, 734.00, SIGNS 24, MAXWELL SUPPLY OF TULSA INC, 675.00, ROAD MATERIALS 25, QUALITY FORD, 1647.52, PARTS & SUPPLIES 26, CHARLIE'S AUTOMOTIVE SERVICE, 500.00, Repairs;

Jail-ST 69, BROKEN ARROW ELECTRIC SUPPLY INC, 286.77, Lighting 70, Midtown Auto & Diesel Repair Inc, 117.70, CCJ VEHICLE REPAIRS 71, AIRCO SERVICE INC, 519.78, AIR CONDITIONER 72, CHARM TEX, 1270.00, INMATE CLOTHING 73, Waste Management Of Tulsa, 744.09, TRASH SERVICE; Juv Dent-ST 42, O N G, 292.14, UTILITIES GAS SERVICES 43, A T & T, 1306.30, PHONE & INTERNET SERVICES; Resale 24, American Heritage Bank, 75.00, Rent 25, DYNAMIC RECRUITING SPECIALIST, 696.00, TEMPORARY EMPLOYEE 26, DYNAMIC RECRUITING SPECIALIST, 696.00, TEMPORARY EMPLOYEE 27, MERRIFIELD OFFICE SUPPLIES, 985.72, Supplies 28, MERRIFIELD OFFICE SUPPLIES, 185.60, Supplies 29, MERRIFIELD OFFICE SUPPLIES, 539.80, Supplies; SH Svc Fee 25, TIMECLOCK PLUS, LLC, 17.04, TIME CLOCK/ 26, SHOW INC., 40.00, RECYCLE SERVICE 27, BENCHMARK GOVERNMENT SOLUTIONS LLC, 17229.96, FOOD FOR INMATES 28, Turn Key Health Clinics LLC, 35629.24, MEDICAL SERVICES/JAIL 29, Turn Key Health Clinics LLC, 31893.51, Medical .

Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #6: NO DISCUSSION of new business. (In accordance with the Open Meetings Act, Title 25 O.S. § 311, new business is defined as any matter not known about or which could not have been reasonably foreseen within 24 hours of time of posting agenda.)

Item #7: Motion was made by Warner and seconded by Whitehouse to pass discussion and possible action regarding appointment of Creek County Treasurer for two weeks until 8-14-23. Warner stated he still needs to complete some research and this should be enough time to resolve his issues. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #8: Motion was made by Stephens and seconded by Warner to sign **Resolution#2023-117** adding Randi Hill as Requesting Officer for the OSU Extension Service Accounts 0001-1-0900-1110/E1A, 0001-1-0900-1310/E1C, 0001-1-1900-2005/E2 and 0001-1-1-1900-4110/E3. This item had discussion of removing Olivia, but since the agenda item did not state remove this will have to be cleared up next week. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #9: Motion was made by Warner and seconded by Whitehouse to approval and/or renew the following Contracts for fiscal year 2023-2024 ACS (Advanced Copier Systems Order Agreement for the Sheriff; **Resolution#2023-118** Ratification of contract with Digi SmartSence, LLC, **Resolution#2023-119** Ratification of contract with Dotcom Leasing, LLC, **Resolution#2023-120** Ratification of contract with Pitney Bows, **Resolution#2023-121** Ratification of contract with Preferred Business Systems, **Resolution#2023-122** Ratification of contract with VIP Voice Services, The Meadows Center for Opportunity, Inc., and Standley Systems Agreement with the Health Department; **Resolution#2023-123** Ratification of contract with Quadient Mail Finance for the Election Board. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #10: Motion was made by Warner and seconded by Whitehouse to approve ODOT 324A form for project J/P30474(04), Project SST-219D(109)CI for roadway staking of new right-of-way line for utilities from Meshek & Associates, LLC for District #2, in the amount of \$2,250.00. Warner stated this is for utilities on the W. 71st St. bridge project. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #11: Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2023-115A** disposing of a 2022 John Deere 60G Compact Excavator Serial Number IFF060GXANJ295052 to be traded-in for a newer 60G Excavator. Warner stated this is something we do each year, to maintain our warranty on the equipment. Stephens asked if there will be an agenda item next week for the new piece of equipment, Warner stated yes. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #12: Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2023-124** surplussing 5 Springfield XD Holsters, 2 Smith & Wesson M&P Holsters, 1 Glock 20 Holster, 36 Glock 17 Holsters, 1 Safariland Smith and Wesson Double Magazine Pouch, Watch Guard Vista HD WIFI Body Worn Camera INV#2023-0009, Serial Number WFC1-151428, Watch Guard Vista HD WIFI Body Worn Camera INV#951, Serial Number WFC1-103218, 41 various style Safariland Glock 17 and Glock 19 Holsters for the Sheriff and **Resolution#2023-124A** disposing of the same all Holsters to be transferred by Intergovernmental Transfer to Cleet and Watch Guard Body Cameras to be returned under warranty exchange contract. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #13: Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2023-125** directing the Creek County Treasurer to credit the Creek County General Government Maintenance and Operations Fund 0001-1-2000-2005/R2 with funds from East Central Cooperative in the amount of \$85.57, as credit for capital credits generated when East Central Electric Cooperative revenue exceeds costs, as per Title 62 O.S. § 335, and procedures implemented by the State Auditor's Office. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #14: Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2023-126** directing the Creek County Treasurer to credit the Creek County General Government Insurance Account 0001-1-2300-1222/R4 with funds from Benefit Resources, Inc., in the amount of \$735.45, as per 62 O.S. § 335, and procedures implemented by the State Auditor's Office. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #15: Motion was made by Stephens and seconded by Whitehouse to approve Utility Permit from Duge Barnhart per County Specs for water line size of line 1", size of casing 2" to cross W. 206th St. S. approximately N. & S. of Section 13, T16N, R11E in District #1. Warner stated this has already been completed, we went out and made sure it was done per county spec. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #16: Motion was made by Whitehouse and seconded by Warner to approve Utility Permit from AT&T Oklahoma per County Specs for fiber optic conduit, by bore, size of line 1.25, size of casing 2, to cross W. 91st St. S. approximately 2.34 miles N. of SH-66, further described as 4,223' W. of Section 24, T18N, R11E in District #3. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #17: Motion was made by Stephens and seconded by Whitehouse at 9:34 a.m. to enter into Executive Session per Title 25 O.S. § 307(B)(4) discussion of confidential communications between the Board and the District Attorney's Office concerning terms of amendments to a proposed agreement for public improvements with Cornerstone Church and the City of Bristow that upon advice of counsel, disclosure will seriously impair the ability of the County to process its proceeding in the best interest of the public. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye. A motion was made by Stephens and seconded by Warner at 9:59 a.m. to come out of Executive Session. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #18: Motion was made by Whitehouse and seconded by Warner to sign amendment agreement for public improvements with Cornerstone Church and the City of Bristow. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye. A motion was made by Stephens and seconded by Whitehouse to obligate up to \$500,000.00 from the Use Tax Account for the build out of road for the project. Stephens stated we currently have \$1.4 million in the Use Tax Account and there should be no reason to burden a district to cover these costs for the road. The project will generate sales tax and it will be very beneficial for the county. The Board asked that Misty McCurley track the project and keep the Board up to date on the total amount spent on obligated funds. Warner discussed briefly the Bristow Project that will create additional revenue for Bristow, sales tax and increase the availability of service to Bristow. The County is very excited about the project. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #19: Discussion and possible action regarding the American Recovery Plan 2021 funds directed to Creek County by the federal government. None at this time. **(1)** Motion was made by Stephens and seconded by Warner for the Chairman to sign **Resolution#2023-127** changing the ARPA 2021 chart of account numbers for water and sewer projects. Tandra McClellan, Payroll Clerk spoke about the current issue with the Dat File and transferring the information properly for the Budget Maker. We had discussed this with the Auditor's using the zip codes to be more transparent and tracking purposes when we established the accounts. However, the digits used do not transfer in to formula the budget maker uses, since they are not chart of account department numbers. We have spoken to the Auditor's and they are okay with us making the change and noting the previous account of such changes, since we cannot change the history. Andrew Goforth, discussed the need to continue to track them with the zip codes, as this is what was used for reporting. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye. **(2)** No Road or Bridge Projects at this time. Whitehouse stated he will have some next week.

Item #20: Motion was made by Stephens and seconded by Warner at 10:15 a.m. to enter into Executive Session as per Title 25 O.S. § 307(B)(1) discussion of the employment, hiring, appointment, promotion, demotion, discipling, or resignation of the individual salaried employee of the Board of County Commissioners, Project Manager. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye. A motion was made by Stephens and seconded by Warner at 10:44 a.m. to come out of Executive Session. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #21: Motion was made by Stephens and seconded by Warner to change the status of the Project Manager from full-time to part-time to work approximately 20 hours a week and at a rate of \$23.17 per hour. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Public Comment: NONE

Adjournment: Motion was made by Stephens and seconded by Warner at 10:45 a.m. to adjourn and meet again 8-7-23. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

