

**November 20, 2023**

The Board of County Commissioners of Creek County (BOCC) met in Regular Session on Monday, November 20, 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, Stephens. Roll Call Stephens present, Warner present, Whitehouse absent, Steve McGuire, First Deputy 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 November 13, 2023. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Abstain.

**Item #5:** Motion was made by Warner and seconded by McGuire to approve October Monthly Reports from Court Clerk and Sheriff; Amended Monthly Reports from Court Clerk for August and September; Error Correction \$174.16 from 1102-6-4200-2005 FY2023-2024 to 1102-6-4100-2005 FY2024; Blanket Purchase Orders #2917 - 3010; Purchase Orders **#2023-2024** 911 Phone CELL PHONE SERVICE 2829 A T & T MOBILITY 254.89; UTILITY 2830 A T & T 372.00; ARPA 2021 Professional Service 1870 BKL INC 4200.00; PROFESSIONAL SERVICES 746 Turn Key Health Clinics LLC 10636.55; Assr Rev Fee Furniture 2756 MERRIFIELD OFFICE SUPPLIES 599.97; CH Improv-ST Agreement 2860 CREEK CO PUBLIC FACILITIES 221812.38; Drug Court DRUG COURT ADMIN SERVICES 10 HUMAN SKILLS & RESOURCES INC 8312.50; 12 HUMAN SKILLS & RESOURCES INC 8312.50; Drug Court Misdemeanor 11 HUMAN SKILLS & RESOURCES INC 7083.33; 13 HUMAN SKILLS & RESOURCES INC 7083.33; General AIR FRESHENERS 2288 Simply Scentsational 36.00; BOCC MINUTES 2831 SAPULPA DAILY HERALD 272.10; BOTTLED WATER 1780 CULLIGAN OF TULSA 48.00; 1781 CULLIGAN OF TULSA 41.00; BRAKES 2690 Midtown Auto & Diesel Repair Inc 418.79; Car 2755 BILL KNIGHT FORD 29640.00; 2763 BILL KNIGHT FORD 29640.00; CCSO VEHICLE REPAIRS 1934 Midtown Auto & Diesel Repair Inc 114.81; 2437 Midtown Auto & Diesel Repair Inc 84.15; CELL PHONE SERVICE 2823 A T & T MOBILITY 3109.09; Dog food 2822 FARMERS FEED 76.60; EMPLOYEE ASSISTANCE PROG 2856 COMMUNITYCARE EAP 172.70; JANITORIAL 2750 M W PROKLEAN OF OKLAHOMA 640.00; Law Books & Services 1280 Thompson Reuters- West 2373.48; 1284 Thompson Reuters- West 409.79; LODGING 2186 Best Western Hotel 196.00; 2682 FAIRFIELD INN & SUITES 520.00; Maintenance 99 WESTLAKE ACE HARDWARE OK-020 6.99; 2337 CINTAS CORPORATION NO 2 15.00; MAINTENANCE AGREEMENT 1791 XEROX BUSINESS SOLUTIONS SOUTHWEST 50.00; MEMBERSHIP DUES 2826 INCOG 6164.75; Network Services 2834 COX BUSINESS 1150.23; OFFICE SUPPLIES 2760 MERRIFIELD OFFICE SUPPLIES 157.08; PARTS AND LABOR 2255 A & M ELECTRIC INC 569.25; PEST CONTROL 2758 SILVER BULLET PEST SERVICES INC 110.00; SERVICE 2019 CINTAS CORPORATION NO 2 15.00; 2287 U S Cellular 76.01; 2467 CINTAS CORPORATION NO 2 15.00; 2765 Quadient Leasing USA Inc 507.99; SERVICE AGREEMENT 1787 XEROX CORP 55.00; Supplies 1254 JOHN DEERE FINANCIAL 130.33; 2635 QUILL CORP 279.54; SUPPLIES 2816 Amazon Capital Services 108.93; SUPPLIES AND SERVICE 2805 EMERGENCY POWER SYSTEMS, INC 1998.94; TEMPORARY EMPLOYEE 2493 DYNAMIC RECRUITING SPECIALIST 870.00; 2494 DYNAMIC RECRUITING SPECIALIST 870.00; TRAINING 1465 OSU-CTP 80.00; TRAVEL REIMBURSEMENT 2591 Chestnut, Harrison 37.34; UNIFORM & ACCESSORIES 2344 TEDDER INDUSTRIES LLC 413.20; Utilities 2759 O G & E 302.56; 2812 CITY OF SAPULPA 795.63; 2855 EAST CENTRAL ELECTRIC COOP 358.00; 2857 EAST CENTRAL ELECTRIC COOP 434.00; UTILITIES 2814 O N G 326.88; UTILITIES WATER 2757 CITY OF SAPULPA 131.65; UTILITY 2762 O G & E 137.79; 2828 Symmetry Energy Solutions LLC 76.73; VEHICLE PARTS 2245 ADVANCED AUTO PARTS 116.42; Health LAWN CARE 2753 MARK CROMWELL 500.00; PEST CONTROL 1554 METRO TERMITE AND PEST CONTROL 480.00; SUPPLIES 2738 MERRIFIELD OFFICE SUPPLIES 51.30; 2752 WESTLAKE ACE HARDWARE OK-020 8.99; TRAVEL 2785 Kayla McElroy 226.63; 2798 Kelly Amanda 86.46; 2807 Ascencio, Brisa 41.13; Utilities 2253 O G & E 199.98; Highway ASPHALT 2349 APAC CENTRAL INC 7528.95; EMPLOYEE ASSISTANCE PROG 2858 COMMUNITYCARE EAP 60.50; LEASE PYMT 2571 ARMSTRONG BANK 2959.84; 2599 ARMSTRONG BANK 2959.84; PARTS 2111 Stewart Martin Equipment 1444.11; PARTS/SUPPLIES 1727 Amazon Capital Services 137.99; 2157 O'REILLY AUTO PARTS 894.78; 2171 WARREN CAT 1861.11; SERVICE 2280 A T & T MOBILITY 268.81; SUPPLIES 1716 MERRIFIELD OFFICE SUPPLIES 124.73; 2142 CINTAS CORPORATION NO 2 126.42; 2609 CINTAS CORPORATION NO 2 233.96; TRASH SERVICE 2047 GREEN ENVIRONMENTAL SERVICES LLC 88.28; Utilities 2018 A T & T MOBILITY 287.68; 2600 O G & E 588.60; UTILITY 2000 O G & E 31.58; 2569 O G & E 213.88; 2601 O G & E 86.40; Hwy-ST EMULSIONS 825 ERGON A & E INC 918.48; EQUIPMENT 2815 ASSOCIATED SUPPLY CO INC 175250.00; HAULING 2699 MIKE WOFFORD TRUCKING & GRADING LLC 5374.25; MATERIAL 13 ANCHOR STONE COMPANY 12854.12; OIL, HYD FLUID & GREASE 2678 RAMBIN PETROLEUM INC 2759.60; PARTS 2529 MHC KENWORTH -Tulsa 1801.19; 2658 P&K EQUIPMENT 1007.44; Parts & Labor 1373 P&K EQUIPMENT 2275.23; 1400 WARREN CAT 1324.26; 2278 BRCE EQUIPMENT SERVICES 11717.86; PARTS & SUPPLIES 2845 PETROLEUM MARKETERS EQUIP CO 1202.83; Repairs 2741 BIXBY RADIATOR INC 1777.00; ROAD MATERIALS 2667 THE QUAPAW COMPANY 22942.65; SUPPLIES 2458 C3 INDUSTRIAL LLC 232.38; TIRES & REPAIRS 2003 Sellers Tire Inc 172.00; Jail-ST BRAKES 2751 Midtown Auto & Diesel Repair Inc 417.16; CCJ MAINTENANCE 117 ATWOODS 27.92; 193 LOCKE SUPPLY 23.34; 1729 WESTLAKE ACE HARDWARE OK-020 22.78; CCJ VEHICLE REPAIRS 2555 Midtown Auto & Diesel Repair Inc 88.22; CELL PHONE SERVICE 2820 A T & T MOBILITY 504.78; DIAGNOSTIC TEST 2668 General Parts LLC 279.95; FIRE CONTROL SYSTEM 2196 FIRETROL 500.00; NATURAL GAS 2824 Symmetry Energy Solutions LLC 582.46; PEST CONTROL/JAIL 2749 SILVER BULLET PEST SERVICES INC 120.00; Plumbing Supplies 2665 Grainger 1430.86; TRAVEL 2767 VISA/AMERICAN HERITAGE BANK 1987.15; UTILITIES ELECTRIC SERVICE 2818 O G & E 4024.38; 2832 O G & E 90.17; 2833 O G & E 70.67; UTILITIES WATER 2866 CITY OF SAPULPA 3305.54; VEHICLE PARTS 214 ADVANCED AUTO PARTS 51.06; Juv Dent-ST CELL PHONE SERVICE 2825 A T & T MOBILITY 226.52; Furniture 2422 BOB BARKER CO INC 1384.00; Network Services 2827 COX BUSINESS 1774.06; PEST CONTROL 53 SILVER BULLET PEST SERVICES INC 150.00; UTILITIES ELECTRIC SERVICE 2771 O G & E 1375.28; Resale SHIRTS 2244 Print Shop LLC 1017.54; Supplies 2811 MERRIFIELD OFFICE SUPPLIES 73.00; RFD-ST Books 2159 CENTRAL TECHNOLOGY CENTER 2200.00; TRUCK 2743 MILFAY VOLUNTEER FIRE DEPT 5500.00; SH Svc Fee CAMERA 2761 Flock Safety 19266.66; FOOD FOR INMATES 2010 BENCHMARK GOVERNMENT SOLUTIONS LLC 24615.80; MEDICAL SERVICES/JAIL 693 Turn Key Health Clinics LLC 35629.24. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - 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 Stephens to sign **Resolution#2023-191** rezoning request CCZ-2121-Cody Russell per recommendations of CCPC. Rezoning from Agricultural District to Commercial District to allow RV Park and Storage Facilities. Tract will contain 10.20 acres and meet all requirements. Murray stated that there was an unapproved mobile home park on subject property. All mobile homes have been removed. Tract is surrounded by Agricultural and a cemetery to the north. There has been no opposition. Applicant is present. The CCPC recommended approval on 11-14-23, along with the Planning Office. Property located at 16621 S. 257<sup>th</sup> W. Avenue Kellyville, OK.-Wendy Murray, Planner. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.

**Item #8:** Motion was made by Warner and seconded by Stephens to sign **Resolution#2023-192** request CCFP-2023-01-Shamrock Land LLC approving Final Plat for residential subdivision Shamrock Addition, consisting of 90 tracts on 803.4 acres per recommendations of CCPC. Tract is surrounded by Agricultural. There has been no opposition. Applicant called and was in a car accident this morning and is not able to be present. The CCPC recommended approval on 11-14-23, along with the Planning Office. Property located ¼ mile E. of S. 513<sup>th</sup> W. Avenue off W. HWY 16 in Depew, OK.-Wendy Murray, Planner. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.

**Item #9:** Motion was made by Stephens and seconded by Warner to sign **Resolution#2023-193** request CCPP-2023-05-Duck Creek Estates approving preliminary plat for residential subdivision Duck Creek Estates consisting of 20 tracts on 80 acres per recommendations of CCPC. Tract is surrounded by Agricultural and the City of Mounds. There have been a few calls with concerns of drainage, covenant concerns and not wanting a subdivision in the rural area stated Murray. Murray stated that lot 17 needed to be corrected showing at least 2.5 acres and it has been corrected. The owner and developer has worked out some of the issues with the concerned neighbors, after the meeting. Stephens stated he would like to see the new covenant after it has been updated to review before the final approval process. Applicant is present. The CCPC recommended approval on 11-14-23, along with the Planning Office. Property located at 19363 S. 49<sup>th</sup> W. Avenue Mounds, OK.-Wendy Murray, Planner. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.

**Item #10:** Motion was made by Stephens and seconded by Warner to close the county on December 14, 2023 from 11:45 a.m. to 1:15 p.m. for a Safety Meeting Luncheon for County Employees to be held at the Fairgrounds. Stephens stated we have been working with Jennifer Mortazavi and Tandra McClellan on having a safety meeting with all employees to review workman's comp claims and insurance. This would be a great tool to show how the county can do better in driving the cost of the benefits down. Stephens stated that we know what the data looks like and the effects, but our employees do not. Mortazavi stated this would be a great tool to educate them and see how we can improve. Mortazavi stated this is a lot of information to present in a short amount of time and during a busy time of year. Next year, we will pre-plan better to see how we could extend it and provide more information to employees. There was discussion of the amount of time for the county to be closed, it was determined that other offices can adjust the time if they choose. Stephens stated we will cater in the lunch and pay it from the general fund since it is for all employees. Mortazavi stated current count is at 165. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.

**Item #11:** Motion was made by Stephens and seconded by Warner to award written quotes for Camera System at District #1 to CastleCom, in the amount of \$19,924.93. Stephens stated we need to update our current system, after an incident that occurred. The person was caught, but we need better quality. Stephens stated we sent this out to six vendors and we only received one bid. Castlecom is who we use and I am confident they can provide what we need. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.

**Item #12: DISCUSSION ONLY/NO ACTION** to use Use-Tax funds for courthouse complex updates. Stephens stated that Glen Musser, Project Manager has prepared a list of much needed updates and estimate of costs per project. Stephens reviewed each item on the list with the Board it is roughly \$227,500.00. Each project will need to be bid and will need Board approval. I just wanted to give the Board a list of what needs to be done. Stephens stated I thought the Use Tax would be best, so that we do not affect the Budget by using the General Funds. Warner asked how much was in the Building Maintenance Account, Tandra McClellan stated there is a little over \$78,000.00 and the account is usually for carryover. Stephens stated there is not enough budgeted for these updates that need to happen.

**Item #13:** Motion was made by Warner and seconded by Stephens to sign ODOT 324A Claim Form for the purchase of a 2022 Caterpillar Motor Grader, Model 140GC, in the amount of \$263,950.00, through the County Road Machinery and Equipment Revolving Fund. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.

**Item #14:** Motion was made by Warner and seconded by Stephens for the Allocation of Alcoholic Beverage Tax to be distributed as follows Bristow \$3,206.24; Depew \$310.21; Drumright \$1,932.20; Kellyville \$769.10; Kiefer \$1,650.67; Lawrence Creek \$91.33; Mannford \$2,462.04; Mounds \$703.44; Oilton \$667.97; Sapulpa \$16,551.22 and Slick \$113.97. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.

**Item #15:** Motion was made by Stephens and seconded by Warner to sign **Resolution#2023-194** directing the Creek County Treasurer to credit the Creek County Sheriff's Office Salary Fund 0001-2-0400-1110/B1A with a check from Creek County Claims of Oklahoma, in the amount of \$80.77, as reimbursement for wages paid by the County, as per 62 O.S. § 335, and procedures implemented by the State Auditor's Office. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.

**Item #16:** Motion was Warner and seconded by Stephens to approve Utility Permit from Consolidated Creek County Rural Water District #3 per County Specs for 3" water main, by boring and excavate, size of line 3", to cross S. 161<sup>st</sup> W. Ave & W 91<sup>st</sup> St. S. in District #2. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.

**Item #17:** Discussion and possible action regarding the American Recovery Plan 2021 funds directed to Creek County by the federal government. No update at this time. **(1)** No Road and Bridge Projects at this time.

**Public Comment: NONE**

**Adjournment:** Motion was made by Stephens and seconded by Warner at 9:53 a.m. and meet again 11-27-23. Vote as follows: Stephens - Aye, Warner - Aye, McGuire - Aye.