

**January 17, 2023**

The Board of County Commissioners of Creek County (BOCC) met in Regular Session on Tuesday, January 17, 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 Whitehouse to approve the minutes of January 09, 2023. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

**Item #5:** Motion was made by Warner and seconded by Whitehouse to approve December Monthly Reports from OSU Extension Services, Election Board and Court Clerk; Transfers \$1,303.15 from 0001-4-4700-1110 Payroll Fair Board FY2022-2023 to 0001-4-4700-1130 Pt-time Payroll Fair Board FY2023; \$40,595.14 from 1102-6-4000-1110 HWY Salary-ALL Commissioners FY2022-2023 to 1102-6-4000-2005 HWY M&O Commissioners FY2023; \$94,353.81 from 1103-6-4000-1110 HWY Salary-ALL Commissioners FY2022-2023 to 1103-6-4100-4030 CBRI-D1 HWY \$18,870.77, 1103-6-4200-4030 CBRI-D2 HWY \$37,741.52 and 1103-6-4300-4030 CBRI-D3 HWY \$37,741.52 FY2023; \$61,338.61 from 1102-6-6500-1110 HWY Salary-ALL Commissioners FY2022-2023 to 1102-6-6510-2005 MV Coll/SB1888-D1 HWY \$12,267.73, 1102-6-6520-2005 MV Coll/SB1888-D2 HWY \$24,535.44 and 1102-6-6530-2005 MV Coll/SB1888-D3 HWY \$24,553.44 FY2023; \$105,547.36 from 1102-6-4000-1110 HWY Salary-ALL Commissioners FY2022-2023 to 1102-6-4100-1110 HWY Salary-D1 HWY \$85,000.00, 1102-6-4100-1320 HWY Travel-D1 HWY \$1,507.10, 1102-6-4100-4110 HWY Capital Outlay-D1 HWY \$10,000.00 and 1102-6-4100-2005 HWY M&O-D1 HWY \$9,404.26 FY2023; \$129,904.44 from 1102-6-4000-1110 HWY Salary-ALL Commissioners FY2022-2023 to 1102-6-4200-1110 HWY Salary-D2 HWY \$86,000.00, 1102-6-4200-1320 HWY Travel-D2 HWY \$1,507.10, 1102-6-4200-4110 HWY Capital Outlay-D3 HWY \$12,000.00 and 1102-6-4200-2005 HWY M&O-D2 HWY \$30,397.34 FY2023; \$129,904.44 from 1102-6-4000-1110 HWY Salary-ALL Commissioners FY2022-2023 to 1102-6-4300-1110 HWY Salary-D3 HWY \$95,000.00, 1102-6-4300-1320 HWY Travel-D3 HWY \$2,100.00, 1102-6-4300-4110 HWY Capital Outlay-D3 HWY \$15,000.00 and 1102-6-4300-2005 HWY M&O-D3 HWY \$17,804.44 FY2023; Blanket Purchase Orders #4052 - 4074; Purchase Orders # 2022-2023 911 Phone CELL PHONE SERVICE 4026 A T & T MOBILITY 178.68; Utilities 3977 CIMARRON TELEPHONE COMPANY 1349.66; WORK COMP PREMIUM 3999 CREEK COUNTY COMMISSIONERS 101.31; Assr Rev Fee LOCKS 3876 C & L LOCKSMITH 100.00; CBRI CULVERT/ PIPE 3337 THE RAILROAD YARD INC 25909.32; ROAD MATERIAL 3566 THE RAILROAD YARD INC 15884.40; Court Clerk Preservation Fund RENEWAL FEES 3 BUSINESS IMAGING SYSTEMS INC 1575.00; Excess Resale EXCESS RESALE 60 CJ INSPECTIONS LLC 4894.63; General null 3087 Simply Scentsational 204.00; Agreement 4017 DISTRICT ATTORNEYS COUNCIL #24 17500.00; AIR FRESHENERS 3275 Simply Scentsational 36.00; AMMUNITION 2215 GT DISTRIBUTORS 757.80; BATTERIES 3983 BTM WIRELESS INC 593.60; BOTTLED WATER 3380 FIZZ-O WATER COMPANY 33.80; BRAKES/DEPUTY CAR 4004 BRISTOW TIRE & AUTO SERVICE 405.00; BRAKES/ROTORS 3910 BRISTOW TIRE & AUTO SERVICE 136.95; CCSO VEHICLE REPAIRS 3903 Midtown Auto & Diesel Repair Inc 134.74; 3926 GLOVER CHEVROLET WEST LLC 169.99; CELL PHONE SERVICE 4025 A T & T MOBILITY 3310.27; CLERICAL SERVICES 3923 JOBE, CARROLL 35.00; EMPLOYEE ASSISTANCE PROG 3942 COMMUNITYCARE EAP 172.70; JANITORIAL 3474 M W PROKLEAN OF OKLAHOMA 350.00; MEMBERSHIP DUES 3996 INTERNATIONAL ASSOCIATION FOR PROPERTY AND EVIDENCE, INC 65.00; Notary Renewal 3974 SECRETARY OF STATE 20.00; 3984 SECRETARY OF STATE 20.00; OFFICE EQUIPMENT 3946 Quadiant Leasing USA Inc 327.00; PARTS AND LABOR 3078 A & M ELECTRIC INC 375.45; 3378 AIR COMFORT INC 1964.50; PARTS & SUPPLIES 2679 WESTLAKE ACE HARDWARE OK-020 399.61; PROFESSIONAL SERVICES 3697 INCOG 3333.33; QUARTERLY CONTRIBUTIONS 3925 OKLA EMPLOYMENT SEC COMM 1017.53; SERVICE 3403 EMCO TERMITE & PEST CONTROL INC 305.00; 3404 EMCO TERMITE & PEST CONTROL INC 35.00; 3472 Standley Systems 33.44; 3475 SHOW INC. 40.00; 3499 Verizon Wireless 160.04; 3922 COX BUSINESS 36.14; SUBSCRIPTION 3945 BRISTOW NEWS 44.00; Supplies 1699 WESTLAKE ACE HARDWARE OK-020 246.45; 2694 WESTLAKE ACE HARDWARE OK-020 23.38; 4001 MERRIFIELD OFFICE SUPPLIES 343.51; SUPPLIES 2231 MERRIFIELD OFFICE SUPPLIES 24.42; 2947 CINTAS CORPORATION NO 2 182.69; 3374 John Deere Financial 110.87; 3813 MIDWEST PRINTING 116.80; 3920 Amazon Capital Services 60.95; TIRES/DEPUTY CARS 3886 BRISTOW TIRE & AUTO SERVICE 695.60; TIRES/REPAIRS/DEPUTY CARS 3787 BRISTOW TIRE & AUTO SERVICE 140.00; TRAVEL 3103 KEIFFER, JONATHAN R. 77.50; Utilities 3968 Symmetry Energy Solutions LLC 1208.84; 3969 O G & E 550.02; 3979 O G & E 344.30; UTILITIES WATER 4018 CITY OF SAPULPA 131.65; UTILITY 3975 O G & E 209.07; Health LEASE 577 Pitney Bowes Inc 71.25; 3966 Standley Systems 339.19; Service Call 3917 RABY PLUMBING 205.00; Supplies 2866 McKESSON 172.58; TRAVEL 2849 Kayla McElroy 57.50; 2859 ALFROD, ALMETRICE 58.75; UTILITIES 3398 O G & E 216.31; 3967 O G & E 617.39; Highway EMPLOYEE ASSISTANCE PROG 3941 COMMUNITYCARE EAP 60.50; EQUIPMENT 3805 PURPLE WAVE INC 10120.00; Gravel 930 ANCHOR STONE COMPANY 20314.13; HAULING 3858 MIKE WOFFORD TRUCKING & GRADING LLC 8279.61; LEASE/PURCHASE 3636 OK DEPT OF TRANSPORTATION 1791.56; MATERIAL 2583 CHERRY TRUCKING AND DIRT SALES LLC 2700.00; PARTS 3937 INDUSTRIAL SPLICING AND SLING, LLC 511.30; PARTS & REPAIRS 3890 A & T OVERHEAD DOORS LLC 125.00; PARTS/SUPPLIES 957 WELDON PARTS-TULSA 213.08; 3188 O'REILLY AUTO PARTS 1904.07; 3921 TRIKNTRUX 1690.00; PAYMENT 3209 OKLA DEPT OF TRANSPORTATION 1791.56; ROAD MATERIAL 3093 THE QUAPAW COMPANY 12178.47; SUPPLIES 3190 MERRIFIELD OFFICE SUPPLIES 355.54; 3484 CINTAS CORPORATION NO 2 46.60; TRAVEL 1719 WARNER, LEON 73.48; 2565 WARNER, LEON 187.88; 2914 WARNER, LEON 86.63; T-SHIRTS 3206 Witty Ideas 301.56; UNIFORMS 3712 ATWOODS 1303.68; Utilities 2628 A T & T 578.45; 2671 A T & T MOBILITY 225.17; 3239 A T & T MOBILITY 282.88; UTILITY 3195 O G & E 32.20; 3825 O G & E 317.70; windshield repair 3882 AFFORDABLE PRECISION GLASS 520.00; Hwy-ST ASPHALT 3228 DUNHAM ASPHALT SERVICE INC 4170.05; CDL Employee Query Plan 3889 Whitehouse, Jarrod 25.00; PARTS 2627 WARREN CAT 1124.96; 3538 BLUETARP CREDIT SERVICES 414.99; 3927 KIMS INTERNATIONAL 600.87; Parts & Labor 1803 OCT EQUIPMENT INC 777.68; 3230 WARREN CAT 260.68; PARTS & REPAIR 3241 YELLOWHOUSE MACHINERY 474.07; PARTS & SUPPLIES 1464 OCT EQUIPMENT INC 919.75; 2132 O'REILLY AUTO PARTS 759.68; 2506 DRUMRIGHT TIRE 80.00; 2620 AMERICAN WELDING SUPPLY INC 77.18; 2623 BRUCKNER TRUCK SALES INC 318.50; 2631 ATWOODS 617.06; 3165 STANDARD AUTO PARTS 713.00; 3194 DRUMRIGHT AUTO SUPPLY 14.10; 3203 HARRIS STATION 33 LLC 263.80; 3210 NAPA AUTO PARTS 2555.12; 3244 O'REILLY AUTO PARTS 207.71; 3254 ECONOMY SUPPLY CO 5.45; 3377 C3 INDUSTRIAL LLC 497.75; PIKE PASS 3216 OKLAHOMA TURNPIKE AUTHORITY 181.38; Repairs 3782 Dobbs Dozer Service 3475.00; Tires 3933 DIRECT DISCOUNT TIRE 346.92; TRUCK 3981 BILL KNIGHT FORD FLEET CENTER 35491.00; Jail-ST CCJ MAINTENANCE 666 LOCKE SUPPLY 119.01; CCJ PHONE AND INTERNET SERVICES 3971 COX BUSINESS 2057.02; CCJ PLUMBING SERVICES 3895 JEFF JONES WELDING 250.00; 3986 ASPEN PLUMBING LLC 390.00; CCJ VEHICLE REPAIRS 3495 Midtown Auto & Diesel Repair Inc 83.50; CELL PHONE SERVICE 4023 A T & T MOBILITY 379.12; EQUIPMENT MAINTENANCE 3542 Hagar Restaurant Service 592.38; GPS 3978 ALCOHOL MONITORING SYSTEMS INC 82.46; INMATE SUPPLIES 3467 CHARM TEX 974.50; JAIL

CLEANING SUPPLIES 3326 EMPIRE PAPER COMPANY 14.38; LEASE PYMT 2350 Quadient Leasing USA Inc 183.09; Mattress 3465 BOB BARKER CO INC 2789.04; NATURAL GAS 3973 Symmetry Energy Solutions LLC 0.00; PLUMBING SERVICES 3982 ASPEN PLUMBING LLC 385.00; TAG/TITLE 3929 SAPULPA TAG OFFICE 89.00; WORK COMP PREMIUM 3993 CREEK COUNTY COMMISSIONERS 10910.52; Juv Dent-ST CCJ VEHICLE REPAIRS 675 BRISTOW TIRE & AUTO SERVICE 47.60; CELL PHONE SERVICE 4028 A T & T MOBILITY 95.38; HEAT/AIR SERVICE 3734 Trane Us Inc 3520.00; HEATER 3743 Trane Us Inc 1100.66; JUVENILE DETENTION 3072 BOB BARKER CO INC 68.40; UTILITIES ELECTRIC SERVICE 4016 O G & E 1320.91; WORK COMP PREMIUM 3995 CREEK COUNTY COMMISSIONERS 6300.48; Law Library LAW LIBRARY SALARY 5 BOWER, LAURA 300.00; 6 BOWER, LAURA 300.00; 7 BOWER, LAURA 300.00; 8 BOWER, LAURA 300.00; 9 BOWER, LAURA 300.00; 10 BOWER, LAURA 300.00; Quarterly Contributions 4 LAW LIBRARY REV FUND 6604.60; Resale AIR FRESHENERS 2356 SCENTS PLUS LLC 25.00; SEARCH ENGINE 2373 LEXISNEXIS RISK SOLUTIONS 180.00; TEMPORARY EMPLOYEE 2952 DYNAMIC RECRUITING SPECIALIST 870.00; 2953 DYNAMIC RECRUITING SPECIALIST 870.00; WORK COMP PREMIUM 2686 CREEK COUNTY COMMISSIONERS 89.39; RFD-ST BANK PAYMENT 2544 ARMSTRONG BANK 2984.76; Folding Tank 2322 Daco Fire Equipment 1007.26; portable building 3138 Graceland Portable Buildings 3865.00; PPE 2321 Daco Fire Equipment 2170.00; RM&P Quarterly Contributions 3918 OKLA EMPLOYMENT SEC COMM 14.35; Safe Oklahoma - AG WORK COMP PREMIUM 3994 CREEK COUNTY COMMISSIONERS 21.73; SH Commissary Commissary 2486 TIGER CORRECTIONAL 1675.89; NEW VEHICLES 3810 BOB HOWARD CHRYSLER DODGE JEEP RAM 68824.00; SH Svc Fee COMPUTER 3693 SHI INTERNATIONAL CORP 5932.17; FOOD FOR INMATES 3375 TIGER CORRECTIONAL 6567.68; WORK COMP PREMIUM 3991 CREEK COUNTY COMMISSIONERS 409.39; 3992 CREEK COUNTY COMMISSIONERS 80.53; Tax Refunds TAX CORRECTION 58 Robert Dale Walker Sr Estate 1287.00; 59 Corelogic 129.00; 61 Tonya Coleman 1465.00; Trash Cop WORK COMP PREMIUM 3998 CREEK COUNTY COMMISSIONERS 122.17;. 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 award **Bid#23-7 Record Indexing of Scanned Documents for the County Clerk** per recommendations from Jennifer Mortazavi, County Clerk to Kofile Technologies LLC for \$1,0598,442.40 to be paid with ARPA Funds and approve transfer \$1,054,515.00 from 1566-1-2000-1110 ARPA 2021 Salary Commissioners FY2022-2023 to 1566-1-2000-2005 ARPA 2021 M&O Commissioners FY2023. Project #1566-6.1-1000-2005. Bids submitted by Anchor Land Group \$1,054,515.00, Business Imaging Systems Inc. \$638,550.00, Mid-West Printing \$1,110,386.64 and Standley Systems \$820,800.00. Mortazavi stated we have only three qualified bidders that submitted all information required in bid specs, they are Business Imaging, Kofile and Standley Systems. After, reviewing the bid specs it appears that Business Imaging and Standley could have changes orders. Both vendors are stating additional work to be performed and a purchase of additional software called Grooper. We looked into Grooper about five years ago, then it could not index the legal descriptions as required by our office. Also, BIS does not state how the documents will be double verified and no bid bond was submitted. Standley states that within thirty days you accept the indexing as presented, we do not have enough staff to verify the data entry. This is what we have requested the bidders to do within the bid. Also, after the 30-days there is no corrections without a cost, we asked for a lifetime on corrections. We have two bidders that did not submit their Bid Bond as required and stated in the pre-bid meeting. Also, we cannot verify two vendors Anchor and Midwest in SAMS.GOV, which is required for federal monies. Along, with any third-party vendors. Warner asked about the uploading and downloading times, along with payments to be submitted. Mortazavi stated we can work with the vendor and have all uploads and downloads being done after hours. As far as, payments that will be a part of the contract, I would assume each month with the uploads the company would receive a partial payment. Stephens asked about the Debarment Certificate and Kofile states included but not complete, they execute the document, they merely did not write none. Stephens also verified if all vendors spoke with Kellpro about the project, Mortazavi stated all vendors except BIS had contacted Kellpro and understand the process. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

**Item #8:** Motion was made by Warner and seconded by Whitehouse to approve contract with R.D. Simpson Construction to construct an equipment building for District #2, project #D218-1/17/23 in the amount of \$74,600.00. Warner stated we have been working on this with Glen Musser and have received three written quotes ranging from \$74,600.00 - \$90,000.00. R.D. has done the building next to this one and I have confidence they can do this shed for our heavy equipment. Warner also stated this is the lowest bidder, as well. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

**Item #9:** Motion was made by Warner and seconded by Whitehouse to sign Utility Encroachment Affidavit for Creek County Project STP-219D(109)CI, J/P#30473(04)Salt Creek in District #2. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

**Item #10:** Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2023-5** surplussing a HP LaserJet Printer INV#F225.18, F225.19 and F225.20 Serial #CNDY390502, CNBLB19044 and CNBX541742 and two 7'6 Metal Shelves INV#F121.100 and F121.101 for the County Clerk and Resolution#2023-5A disposing of the same to be transferred to Emergency Management. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

**Item #11:** Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2023-6** surplussing two Watch Guard Vista HD WIFI body worn

camera's INV#2022-0046 Serial #WFN1-003925 and 1406 Serial #WFC1-128213 for the Sheriff and **Resolution#2023-6A** disposing of the same to be returned under warranty exchange contract. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

**Item #12:** Motion was made by Warner and seconded by Whitehouse for the Allocation of Beverage Tax to be distributed as follows Bristow \$3,426.06; Depew \$331.48; Drumright \$2,064.67; Kellyville \$821.84; Kiefer \$1,763.84; Lawrence Creek \$97.59; Mannford \$2,630.84; Mounds \$751.67; Oilton \$713.76; Sapulpa \$17,686.00 and Slick \$121.78. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

**Item #13:** Motion was made by Whitehouse and seconded by Warner to approve Utility Permit from Oklahoma Natural Gas Company per County Specs for natural gas pipeline by boring, size of line  $\frac{3}{4}$ ", to cross 8890 S. 39<sup>th</sup> W. Avenue approximately 1.31 miles W. and 1.82 miles N. of US HWY 75 & ST HWY 364, further described as 1,575' W. and 1,626' N. of the S.E. corner of Section 16, T18N, R12E in District #3. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

**Item #14:** Motion was made by Warner and seconded by Whitehouse to pass awarding **Bid#23-8 Mannford ARPA project for 160,000-gallon elevated water storage tank rehabilitation, project #1566-6.1-74044-4110** until 3/6/23 with option to add to earlier agenda if recommended vendor Tanksco Inc. can provide updated SAMS.GOV/UEI usrf information. Mortazavi stated that Cunningham Sandblasting and Painting bid was received late on 1-3-23 at 9:50 a.m. The Board reviewed the submitted bids, the first and third bidders are not compliant with the bid specs. So, that leaves the forth bidder Tanksco as the next lowest bidder, they are registered with SAMS.GOV, but are showing inactive and are in the process of renewing registration. Mannford Gerald stated we would like to recommend Tanksco with the stipulation of providing updated SAM.GOV registration, before the notice to proceed is sent. The next forth lowest is Utility Services with the cost increasing \$140,000.00 more than Tanksco. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

**Item #15:** Discussion and possible action regarding the American Recovery Plan 2021 funds directed to Creek County by the federal government. Andrew Goforth stated we would like to add that item #7 Discussion and possible action to award Bid#23-7 Record Indexing of Scanned Documents for the County Clerk was approved to be paid with ARPA Funds, Project #1566-6.1-1000-2005. Goforth stated there are no updates at this time, we are still waiting on our SAMS.GOV renewal. **(1)** There are no requests at this time for Road and Bridge projects.

**Public Comment: NONE**

**Adjournment:** Motion was made by Stephens and seconded by Warner at 9:57 a.m. to adjourn and meet again 1-23-23. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.