

August 21, 2023

The Board of County Commissioners of Creek County (BOCC) met in Regular Session on Monday, August 21, 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 Whitehouse and seconded by Warner to approve the minutes of August 14, 2023. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #5: Motion was made by Warner and seconded by Stephens to approve Kellpro Contract for Health Department; Transfers \$121.18 from 1102-6-4200-1320 Travel-D2 HWY FY2022-2023 to 1102-6-4200-1320 Travel-D2 HWY FY2023-2024; \$4,092.74 from 1102-6-6520-2005 CIRB-MV Coll/SB1888-D2 HWY FY2022-2023 to 1102-6-6520-2005 CIRB-MV Coll/SB1888-D2 HWY FY2024; \$23,041.43 from 1313-6-8042-2005 HWY Tax-D2 HWY FY2022-2023 to 1313-6-8042-2005 HWY Tax-D2 HWY FY2024; \$32,257.91 from 1321-2-8200-4110 Bristow VFD Capital Outlay County Clerk FY2022-2023 to 1321-2-8200-4110 Bristow VFD Capital Outlay County Clerk FY2024; \$5,085.90 from 1214-4-4700-2005 Rentals Fairgrounds FY2022-2023 to 1214-4-4700-2005 Rentals Fairgrounds FY2024; \$3,700.00 from 0001-1-1600-1110 Salary Assessor FY2023-2024 to 0001-1-1600-2005 M&O Assessor FY2024; Blanket Purchase Orders #1226 - 1284; Purchase Orders # **2022-2023** General 3578, INCOG, 3333.33, PROFESSIONAL SERVICES 3579, EDISON AUTO BODY, 4260.37, CCSO VEHICLE REPAIRS 3580, CITY OF SAPULPA, 425.00, OPEN/CLOSE GRAVE; Planning/Zoning 69, Environmental Systems Research Institute, 770.00, RENEWAL FEES; RFD-ST 100, EMERGENCY SERVICE MARKETING CORP INC, 710.00, SUBSCRIPTION; SH Svc Fee 314, LIGHT EM UP EMERGENCY EQUIPMENT, 11988.02, Vehicle Upfit 315, LIGHT EM UP EMERGENCY EQUIPMENT, 11988.02, Vehicle Upfit; **2023-2024** 911 Phone 36, OKLA DEPT OF PUBLIC SAFETY, 575.00, FEES 37, A T & T MOBILITY, 181.36, CELL PHONE SERVICE; ARPA 2021 2, Turn Key Health Clinics LLC, 10636.55, PROFESSIONAL SERVICES 3, DUNHAM ASPHALT SERVICE INC, 100831.50, ROAD MATERIALS; CH Improv-ST 2, CREEK CO PUBLIC FACILITIES, 106129.94, Agreement; General 434, THOMSON-WEST, 409.79, Law Books & Services 435, THOMSON-WEST, 2361.55, Law Books & Services 436, Standley Systems, 198.30, COPIER CHARGES 437, OSU CO-OP EXT SERVICE, 13333.33, CONTRACT SERVICES 438, XEROX BUSINESS SOLUTIONS SOUTHWEST, 50.00, MAINTENANCE AGREEMENT 439, KELLPRO COMPUTER SOLUTIONS, 2486.52, SOFTWARE 440, Chestnut, Harrison, 36.68, TRAVEL REIMBURSEMENT 441, WILLHITE, JENNIFER L., 39.30, TRAVEL REIMBURSEMENT 442, JOHN DEERE FINANCIAL, 65.07, SUPPLIES 443, Elder Water Consulting Inc, 165.00, SUPPLIES AND SERVICE 444, A T & T MOBILITY, 82.30, UTILITY 445, MERRIFIELD OFFICE SUPPLIES, 256.44, SUPPLIES 446, O N G, 222.07, Utilities 447, CITY OF SAPULPA, 9.28, UTILITY 448, EAST CENTRAL ELECTRIC COOP, 439.00, Utilities 449, EAST CENTRAL ELECTRIC COOP, 364.00, Utilities 450, SAPULPA DAILY HERALD, 365.40, BOCC MINUTES 451, SAPULPA DAILY HERALD, 82.05, BOCC MINUTES 452, CINTAS CORPORATION NO 2, 15.00, SERVICE 453, A T & T MOBILITY, 729.99, CELL PHONE 454, A T & T MOBILITY, 213.76, UTILITY 455, Midtown Auto & Diesel Repair Inc, 264.21, CCSO VEHICLE REPAIRS 456, LIGHT EM UP EMERGENCY EQUIPMENT, 425.00, VEHICLE PARTS 457, Midtown Auto & Diesel Repair Inc, 149.29, CCSO VEHICLE REPAIRS 458, COX BUSINESS, 1109.90, CCSO INTERNET AND PHONE SERVICE 459, Midtown Auto & Diesel Repair Inc, 209.81, CCSO VEHICLE REPAIRS 460, A T & T MOBILITY, 3343.36, CELL PHONE SERVICE 461, ADVANCED AUTO PARTS, 168.83, BATTERY 462, ADVANCED CARE VETERINARY HOSPITAL, 350.35, K-9 CARE 463, CITY OF SAPULPA, 425.00, OPEN/CLOSE GRAVE 464, AMERICAN WASTE CONTROL INC, 205.80, SERVICE 465, U S Cellular, 63.87, SERVICE 466, O N G, 347.15, UTILITIES 467, CURTIS RESTAURANT SUPPLY, 2200.00, EQUIPMENT; Health 49, MERRIFIELD OFFICE SUPPLIES, 340.93, Supplies; Highway 227, A T & T MOBILITY, 59.07, UTILITY 228, TAKE TEN TIRE & SERVICE, 649.68, PARTS & SUPPLIES 229, WELDON PARTSTULSA, 419.73, PARTS/SUPPLIES 230, TULSA COUNTY HIGHWAY CONSTRUCTION SIGNS, 1095.20, SIGNS 231, A T & T MOBILITY, 266.24, Utilities 232, TAKE TEN TIRE & SERVICE, 790.00, Tires 233, TULSA NEW HOLLAND, 204.34, PARTS AND REPAIR 234, WELDON PARTS-TULSA, 320.56, PARTS/SUPPLIES 235, Amazon Capital Services, 58.30, SUPPLIES 236, FLEET FUELS LLC, 11228.41, Fuel 237, WHITE STAR, 435.68, PARTS & SUPPLIES 238, SOUTHERN TIRE MART LLC, 1559.56, Tires 239, P&K EQUIPMENT, 427.80, PARTS/SUPPLIES 240, Amazon Capital Services, 110.78, SUPPLIES 241, GLOBAL 7 TESTING SOLUTIONS OKLAHOMA, LLC, 133.00, TESTING 242, OTA PIKEPASS CENTER, 2.85, Tolls 243, Republic Services #789, 187.93, SERVICE 244, GLOBAL 7 TESTING SOLUTIONS OKLAHOMA, LLC, 283.00, DRUG SCREENING 245, SAPULPA DAILY HERALD, 30.76, PUBLICATION 246, O G & E, 799.91, Utilities 247, GELLCO CLOTHING & SHOES INC, 75.00, Boots 248, DRUMRIGHT TAG AGENCY, 52.90, TAG/TITLE 249, LIBERTY FLAGS, 223.32, Flag 250, O G & E, 92.80, UTILITY 251, CINTAS CORPORATION NO 2, 361.10, SUPPLIES 252, Dobbs Dozer Service, 3450.00, Repairs 253, Dobbs Dozer Service, 2500.00, Repairs 254, ARMSTRONG BANK, 2959.84, LEASE PYMT 255, ARMSTRONG BANK, 2959.84, LEASE PYMT; Hwy-ST 71, WARREN CAT, 661.16, Parts & Labor 72, DIRECT DISCOUNT TIRE, 971.22, PARTS & SUPPLIES 73, HARRIS STATION 33 LLC, 40.00, PARTS & SUPPLIES 74, ANCHOR STONE COMPANY, 506.43, ROAD MATERIAL 75, TULSA AUTO SPRING CO INC, 5852.61, Parts & Labor 76, ANCHOR STONE COMPANY, 419.76, Sand 77, TERRYS BODY SHOP, 775.10, PARTS & SUPPLIES 78, DUNHAM ASPHALT SERVICE INC, 4725.21, asphalt overlay; Jail-ST 138, ELECTRONIC CONTRACTING COMPANY, 15000.00, ACCESS CONTROL 139, ADVANCED AUTO PARTS, 32.05, VEHICLE PARTS 140, CHARM TEX, 875.40, INMATE CLOTHING 141, JEFF JONES WELDING, 250.00, REPAIRS/JAIL 142, BOB BARKER CO INC, 5664.00, Mattress 143, JC MECHANICAL, 1416.20, JAIL WALK IN FREEZER 144, O G & E, 8811.31, UTILITIES ELECTRIC SERVICE 145, AIRCO SERVICE INC, 99.00, AIR CONDITIONER 146, Symmetry Energy Solutions LLC, 459.50, NATURAL GAS 147, O G & E, 83.96, UTILITIES ELECTRIC SERVICE 148, O G & E, 211.62, UTILITIES ELECTRIC SERVICE 149, A T & T MOBILITY, 431.01, CELL PHONE SERVICE 150, CITY OF SAPULPA, 3305.54, UTILITIES WATER 151, ADVANCED AUTO PARTS, 128.78, Maintenance 152, O N G, 240.52, UTILITIES GAS SERVICES; Juv Dent-ST 79, BRISTOW TIRE & AUTO SERVICE, 41.10, CCJ VEHICLE REPAIRS 80, CENTRAL TECHNOLOGY CENTER, 650.00, Training 81, O G & E, 3302.68, UTILITIES ELECTRIC SERVICE 82, A T & T MOBILITY, 154.67, CELL PHONE SERVICE 83, COX BUSINESS, 1704.15, Network Services; ML Fee 2, QUADIENT FINANCE USA INC, 500.00, POSTAGE; Planning/Zoning 4, MERRIFIELD OFFICE SUPPLIES, 57.36, SUPPLIES 5, Environmental Systems Research Institute, 352.60, RENEWAL FEES; Resale 53, A T & T, 41.23, SERVICE 54, DYNAMIC RECRUITING SPECIALIST, 717.75, TEMPORARY EMPLOYEE 55, MERRIFIELD OFFICE SUPPLIES, 123.30, Supplies 56, MERRIFIELD

OFFICE SUPPLIES, 324.42, Supplies; RFD-ST 8, AMERICAN HERITAGE BANK, 914.38, BANK PAYMENT 9, PREMIER TRUCK GROUP, 2831.79, PARTS AND LABOR 10, Armstrong Bank, 2984.76, BANK PAYMENT; SH Commissary 2, BOB HOWARD CHRYSLER DODGE JEEP RAM, 72396.00, NEW VEHICLES 3, Service Oklahoma, 89.00, TAG/TITLE; SH Svc Fee 45, BOB HOWARD CHRYSLER DODGE JEEP RAM, 36198.00, NEW VEHICLES 46, Service Oklahoma, 44.50, TAG/TITLE 47, BENCHMARK GOVERNMENT SOLUTIONS LLC, 9181.38, FOOD FOR INMATES 48, Turn Key Health Clinics LLC, 35629.24, MEDICAL SERVICES/JAIL. 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 sign **Resolution#2023-131** rezoning request CCZ-2116 Frankie & Amber Pierce per recommendations of CCPC. Rezoning from Agricultural District to Residential Manufactured Home District on subject tract to allow one manufactured home. The tract will consist of two lots and meet requirements. The tracts are located in a flood zone and applicant has spoken to Mark Secratt, Floodplain Manager. There have been no opposition. Applicant is present. The CCPC recommended approval on 8/15/23, along with the Planning Office. Property located at 6913 W. 67th St. S. in Tulsa, OK.-Wendy Murray, Planner. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #8: Motion was made by Warner and seconded by Whitehouse to allow Sapulpa Main Street to use the Courthouse Parking Lot for the Route 66 Blowout on September 09, 2023. Stephens stated all vendors will be located in the parking lot this year. They will be placing a tent and filling the holes that are created to hold tent down. Along with using chalk and not paint so they do not mess up the new parking lot. Setup will begin on that Friday afternoon. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #9: A motion was made by Whitehouse and seconded by Warner to sign Memorandum of Understanding between the City of Bristow and Creek County regarding the creation of a joint project plan and increment district for Bristow. Andrew Goforth, Assistant District Attorney stated that this is to allow Bristow to be the primary taxing authority and work with the Center of Economic Development on project. Later, it will require the Board to appoint a commissioner to the review committee. Warner and Whitehouse stated this is a worthwhile project and will be a big game changer for the county. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #10: Motion was made by Stephens and seconded by Warner to sign **Resolution#2023-132 removing** James Carathers as Receiving Officer and adding Taylor Smith for Kellyville Volunteer Fire Department accounts 1321-2-8305-2005 and 1321-2-8305-4110. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #11: Motion was made by Warner and seconded by Whitehouse to approve the Schedule of Expenditures of Federal Awards to be submitted to the Oklahoma State Auditor's Office as presented. Mortazavi stated Dana Logsdon, Deputy Commissioner prepared the report and with receipts and information provided match the totals stated. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #12: Motion was made by Stephens and seconded by Warner to let for **Bid#24-5 3-Month Asphalt and Emulsions Products and Professional Services** to be opened on 9/5/23. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #13: Motion was made by Warner and seconded by Whitehouse for the Allocations of Beverage Tax to be distributed as follows Bristow \$3,871.32; Depew \$374.56; Drumright \$2,333.00; Kellyville \$928.64; Kiefer \$1,933.07; Lawrence Creek \$110.27; Mannford \$2,972.75; Mounds \$849.36; Oilton \$806.53; Sapulpa \$19,974.52; Slick \$137.61. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #14: Motion was made by Warner and seconded by Whitehouse to approve the use of \$40,227.00 of the deductible fund to pay for a sheriff deputy vehicle which was totaled upon being sideswiped by a tow truck on 7-18-23. Bret Bowling, Sheriff stated they have adjusted the amount, considering some of the upgrades to vehicle. We are getting closer. Warner asked if they would be able to recover more components in the vehicle, Bowling stated yes. Also, Stephens stated that he had spoken to ACCO and this amount will be recovered at some point from Tow company and placed back into the fund and should not affect the insurance. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #15: Motion was made by Stephens and seconded by Whitehouse to sign **Resolution#2023-133** surplussing a Fargo Direct to Card 550 ID Card System Item Model 091860, product #X001500 Serial Number A5420523, Sanyo Tube TV Model DS25830 Serial Number V9400586470; 1997 Ford Taurus INV#1242 VIN#1FALP52U3VA169605; 2001 Chevrolet One Ton Dully INV#0721 VIN#1GCJC39G21E323550; 2004 Dodge Sport Quad Cab INV#S4-54 VIN#1D7HG38N4S718522; 2005 Chevrolet Tahoe INV#S5-51 VIN#1GNEC13Z15R260835; 2006 Chevrolet Impala INV#30 VIN#2G1WS551869423189 need to file for lost

title; 2007 Ford Expedition INV#S7-50 VIN#1FMFU165X7LA84064; 2008 Chevrolet Trailblazer INV#41 VIN#1GNDDT13S582106107; 2009 Ford Expedition INV#S9-48 VIN#1FMFU16599EB10399; 2009 Chevy Impala INV#50 VIN#2G1WS57M291164760; 2010 Jeep Grand Cherokee INV#60 VIN#1J4PR4GK3AC141173; 2011 Ford Crown Victoria INV#0072 VIN#2FABP7BV7BX108776; 201 Chevrolet Impala INV#0709 VIN#2G1WD5E38G1120294; 2016 Chevrolet Impala INV#710 VIN#2G1WD5E34G1120521; 2016 Chevrolet Impala INV#706 VIN#2G1WD5E31G1119830, 12 vehicles to be sold by Manheim Auction on 9-7-23 for the Sheriff's Office and **Resolution#2023-133A** disposing of the same ID Card and TV to be junked, 2001 Chevrolet One Ton Dully to be transferred to Highway District #2. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye. A motion was made by Stephens and seconded by Whitehouse to sign **Resolution#2023-133** surplussing a 2021 Dodge Charger totaled by ACCO, as result of an accident on 7-18-23 for the Sheriff's Office and **Resolution#2023-133A** disposing of the same to be transferred to ACCO. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #16: Motion was made by Stephens and seconded by Whitehouse to approve the Contract from Quadient Leasing USA for the 2023-2024 fiscal year for the Sheriff's Office. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #17: Motion was made by Stephens and seconded by Warner to sign the Cooperative Extension Services Agreement between the State and the County for fiscal year 2023-2024 in the amount of \$197,865.00. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #18: Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2023-134** surplussing a 2022 John Deere Compact Track Loader VIN#1T0333GMENF425486 for District #2. Warner stated we will be trading this in for a new model. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #19: Motion was made by Stephens and seconded by Whitehouse to review suggested changes to the proposed handbook, approve option B on the CDL acknowledgement form and pass until 9/5/23 for possible approval. Bowling spoke to the Board with concerns over the proposed handbook, we will just have an additional form that will be with the current approved handbook for employee acknowledging there will be additional policies within the handbook that will be a separate policy. Stephens discussed that each official can have additional policies for their departments above the county one. Tandra McClellan discussed her process with new hires. Bowling discussed the drug testing policy being more stringent than the counties for sheriff's office. We are held to the Cleet standards. Travel policy was briefly discussed, as well as the marijuana law. Amanda Vanorsdol, Court Clerk stated she is comfortable with the update and have no issues. Rick Engleman, Appointed Treasurer addressed the Board with some language concerns on Qualifying Exigency, Parent section stating loco parentis, Annual leave definition is it commonly referred to vacation time and the proposed cellphone policy being extended to all electronic devices. Mortazavi discussed issues with departments contacting our personal cellphones to conduct county business. I would like to reframe from this and correspond through email. Stephens stated that it is just more convenient to text and can see the issue, but will respect any decision that you choose. Stephens stated we can look at some email option to read a text. Mortazavi stated I would just like to remind everyone the proposed handbook is the same as the old handbook that is in place, it merely just had law updates on marijuana, cdl, drug and alcohol testing. Warner addressed a few concerns with the language in the nepotism and education leave. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #20: Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2023-135** directing the Creek County Treasurer to credit the Creek County Commissioners General Fund 0001-1-2300-1222/R4 with checks received from Benefit Resources, Inc. on a continuing basis during the 2023/2024 fiscal year, 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 #21: Motion was made by Warner and seconded by Whitehouse to approve Utility Permit from Randy B Owens per County Specs for water line by digging using 16" bucket, size of line 5/8", to cross W. 71st St. S. at the S. 225th W. Avenue Jct. approximately 0 miles s of S. 225th and W. 71st, further described as 250' S.W. of Section 3, T18N, R10E in District #2. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #22: Discussion and possible action regarding the American Recovery Plan 2021 funds directed to Creek County by the federal government. Goforth stated there has been an additional interim ruling sent out last week, we will wait for the final ruling with the possible new projects and new expenditure categories. (1) No Road or Bridge projects at this time.

Public Comment: Stephens stated the Pay it Forward Scholarship Poker Run that was scheduled back in April had to be rescheduled and it will be

held on 9-16-23 at the Courthouse Parking Lot. It will begin at Central Tech and wrap up here.

Adjournment: Motion was made by Stephens and seconded by Whitehouse at 10:45 a.m. to adjourn and meet again 8-28-23. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.