

July 15, 2024

The Board of County Commissioners of Creek County (BOCC) met in Regular Session on Monday, July 15, 2024 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 present.

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

Item #3: Commissioner Warner led the Pledge of Allegiance and Invocation led by Whitehouse.

Item #4: Motion was made by Warner and seconded by Whitehouse to approve the minutes of July 08, 2024. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #5: Motion was made by Whitehouse and seconded by Warner to approve June Monthly Report from OSU Extension Services and Court Clerk; Transfers \$50,000.00 from 1214-4-4700-2005 Rental Fairgrounds FY2023-2024 to 1214-4-4700-2005 Rental Fairgrounds FY2025; \$41,949.78 from 1321-2-8210-2005 Olive VFD M&O County Clerk FY2023-2024 to 1321-2-8210-4110 Olive VFD Capital Outlay County Clerk FY2025; Blanket Purchase Orders #729 - 749; Purchase Orders # 2023-2024 911 Phone Dispatch office supplies 6577 Amazon Capital Services 44.00; ARPA 2021 ROAD MATERIALS 5757 APAC CENTRAL INC 108727.90; 5858 APAC CENTRAL INC 127509.41; CBRI CONCRETE 6304 REMPEL'S ROCK N READY MIX INC 945.00; Drug Court DRUG COURT ADMIN SERVICES 34 HUMAN SKILLS & RESOURCES INC 7322.92; Drug Court Misdemeanor 30 HUMAN SKILLS & RESOURCES INC 7916.68; Fair Board UTILITIES 6346 O N G 182.16; General AIR FRESHENERS 5011 Simply Scentsational 36.00; BOCC MINUTES 6579 SAPULPA DAILY HERALD 231.90; BOTTLED WATER 5033 CULLIGAN OF TULSA 31.50; DRUG TESTING 6276 Evident 296.06; Furniture 6378 MERRIFIELD OFFICE SUPPLIES 3391.96; LODGING 3636 VISA/AMERICAN HERITAGE BANK 1068.20; Maintenance 5144 AIR COMFORT INC 4275.48; PARTS AND LABOR 4342 AIR COMFORT INC 1815.56; PARTS & SUPPLIES 6248 WESTLAKE ACE HARDWARE OK-020 102.81; SERVICE AGREEMENT 5521 Standley Systems 38.95; Supplies 6157 WESTLAKE ACE HARDWARE OK-020 100.68; 6168 WESTLAKE ACE HARDWARE OK-020 34.18; 6606 MERRIFIELD OFFICE SUPPLIES 167.65; TRAVEL 6089 Myers, Randi 437.31; TSHIRTS 6347 AMERICAN T'S 341.07; Vehicle Upfit 3606 LIGHT EM UP EMERGENCY EQUIPMENT 10728.00; 3610 LIGHT EM UP EMERGENCY EQUIPMENT 10728.00; 3612 LIGHT EM UP EMERGENCY EQUIPMENT 10728.00; 3615 LIGHT EM UP EMERGENCY EQUIPMENT 10728.00; Health CERTIFICATIONS 6265 SafeKids Worldwide 55.00; SUPPLIES 6376 UNIPRO BUSINESS RESOURCES 500.00; Utilities 5354 O G & E 351.63; 5921 O N G 170.23; 5941 VIP Voice Services 835.00; Highway DIESEL FUEL/GAS 6329 COMDATA INC 265.60; DRUG TESTING 5233 GLOBAL 7 TESTING SOLUTIONS OKLAHOMA, LLC 55.00; PARTS & SUPPLIES 6597 P&K EQUIPMENT 1623.57; PARTS/SUPPLIES 5912 P&K EQUIPMENT 1193.14; 5947 WESTLAKE ACE HARDWARE OK-020 324.68; PAYMENT 6237 OKLA DEPT OF TRANSPORTATION 2831.96; SERVICE 6206 A T & T MOBILITY 269.59; SUPPLIES 6192 VARNERS EQUIPMENT & HARDWARE 232.24; Utilities 6209 A T & T MOBILITY 288.72; 6228 A T & T 757.51; UTILITY 6226 O G & E 31.55; Hwy-ST PARTS & SUPPLIES 3132 O'REILLY AUTO PARTS 119.70; 4345 AMERICAN WELDING SUPPLY INC 293.45; 4632 ECONOMY SUPPLY CO 844.35; 6194 Stewart Martin Equipment 458.23; 6211 STANDARD AUTO PARTS 502.71; TIRES & REPAIRS 6236 Sellers Tire Inc 150.00; Jail-ST FURNITURE/JAIL 6112 BOB BARKER CO INC 620.84; Juv Dent-ST JUVENILE DETENTION 5797 BRANCHCOMB ASPHALT 13000.00; PAINT 6535 OK STANDARD STRIPING LLC 650.00; Resale AIR FRESHENERS 5403 SCENTS PLUS LLC 32.00; SEARCH ENGINE 5399 LEXISNEXIS RISK SOLUTIONS 180.00; TAX WARRANT SERVICE 5402 CREEK COUNTY SHERIFF 800.00; SH Svc Fee FOOD FOR INMATES 5508 BENCHMARK GOVERNMENT SOLUTIONS LLC 16899.98; **2024-2025** 911 Phone CELL PHONE SERVICE 721 A T & T MOBILITY 254.89; Court Clerk Preservation Fund SOFTWARE 1 KELLPRO COMPUTER SOLUTIONS 19533.00; General 40 BROOKS JEFFREY MARKETING INC 3105.00; AIR FRESHENERS 91 Simply Scentsational 36.00; ANNUAL DUES 347 ACCO 7500.00; Boarding 670 K9 UNLIMITED 150.00; BOCC MINUTES 710 SAPULPA DAILY HERALD 687.00; BRAKES 686 BRISTOW TIRE & AUTO SERVICE 186.29; CELL PHONE SERVICE 722 A T & T MOBILITY 3143.06; CONTRACT SERVICES 452 OTIS ELEVATOR COMPANY 2832.84; 453 OTIS ELEVATOR COMPANY 2763.60; 456 OTIS ELEVATOR COMPANY 2864.16; COPIER CONTRACT 31 ADVANCED COPIER SYSTEMS LLC 294.78; FEES - ANNUAL 399 TM CONSULTING INC 280.00; LANDSCAPING SERV 24 THREE AMIGOS LAWN AND LAND SERVICES LLC 625.00; MAINTENANCE AGREEMENT 55 XEROX BUSINESS SOLUTIONS SOUTHWEST 50.00; Network Services 674 COX BUSINESS 244.35; 707 COX BUSINESS 1148.36; PARTS & SUPPLIES 10 CROW BURLINGAME CO. 83.63; PEST CONTROL 44 EMCO TERMITE & PEST CONTROL INC 100.00; 76 EMCO TERMITE & PEST CONTROL INC 35.00; 95 EMCO TERMITE & PEST CONTROL INC 15.00; 334 EMCO TERMITE & PEST CONTROL INC 305.00; Professional Service 406 Dirt Road Data 2016.00; PROFESSIONAL SERVICES 352 USDA-APHIS WILDLIFE SERVICES 2400.00; REGISTRATION 675 COUNTY ASSESSORS ASSOCIATION 500.00; SERVICE 626 CINTAS CORPORATION NO 2 15.00; 643 KELLPRO COMPUTER SOLUTIONS 435.00; SERVICE AGREEMENT 676 Flock Safety 22000.00; SOFTWARE 103 GLADSTONE INC 650.00; 454 AF3 TECHNICAL SOLUTIONS 400.00; 457 JUST APPRAISED 19000.00; 665 KELLPRO COMPUTER SOLUTIONS 870.00; SUBSCRIPTION 672 THOMSON-WEST 251.66; SUPPLIES 444 Amazon Capital Services 39.49; TIRE REPAIRS 12 BRISTOW TIRE & AUTO SERVICE 169.97; Utilities 709 O N G 202.56; UTILITIES GAS SERVICES 693 O N G 183.31; UTILITIES WATER 687 CITY OF SAPULPA 113.09; UTILITY 668 O G & E 310.82; 671 O G & E 638.07; 673 O G & E 485.40; WATER 677 FIZZ-O WATER COMPANY 42.25; WEB DOMAIN 104 EDJE WEB DESIGN LLC 1000.00; Health POSTAGE MACHINE FEE 410 Quadiant Leasing USA Inc 177.45; REGISTRATION 683 SAPULPA MAIN STREET 25.00; SOFTWARE 403 KELLPRO COMPUTER SOLUTIONS 870.00; Highway CONTRACT SERVICES 455 KELLPRO COMPUTER SOLUTIONS 6039.00; COPIER CHARGES 679 B & C BUSINESS PRODUCTS INC 930.58; LEGAL FEES 667 LOEFFLER ALLEN & HAM 645.00; PARTS & SUPPLIES 662 Amazon Capital Services 48.91; PARTS/SUPPLIES 269 PREMIER TRUCK GROUP 1373.05; UTILITY 247 O G & E 394.77; Hwy-ST Tires 443 DIRECT DISCOUNT TIRE 686.02; Jail-ST CELL PHONE SERVICE 719 A T & T MOBILITY 532.40; CYLINDER RENTAL 446 Lampton Welding Supply 26.24; FEES 450 CREEK CO PUBLIC FACILITIES 813.84; Network Services 692 COX BUSINESS 2184.86; Tires 447 BRISTOW TIRE & AUTO SERVICE 584.96; WINDOWS 426 DISCOUNT MOBILE GLASS 325.00; WINDOW TINT 420 AUTO ENHANCERS 130.00; Juv Dent-ST CELL PHONE SERVICE 718 A T & T MOBILITY 226.52; FEES 445 CREEK CO PUBLIC FACILITIES 406.92; JUVENILE DETENTION 421 General Parts LLC 1071.20; 694 MERRIFIELD OFFICE SUPPLIES 753.89; MONITOR FEE 703 ENDEX 240.00; REFRIGERATOR 448 AIRCO SERVICE INC 430.00; UTILITIES ELECTRIC SERVICE 704 O G & E 2655.77; ML Fee SUPPLIES 205 MERRIFIELD OFFICE SUPPLIES 10.23; Planning/Zoning LEASE PYMT 336 Quadiant Leasing USA Inc 167.11; SUPPLIES 439 MERRIFIELD OFFICE SUPPLIES 115.67; 440 MERRIFIELD OFFICE SUPPLIES 81.49; Resale IT Support 311 TM CONSULTING INC 3732.00; MEMBERSHIP DUES 327 County Treasurer Association 450.00; Supplies 317 POSTER COMPLIANCE CENTER 69.95; 395 MERRIFIELD OFFICE SUPPLIES 558.56; 396 MERRIFIELD OFFICE SUPPLIES 69.95; 697 MERRIFIELD OFFICE SUPPLIES 276.38; RFD-ST BANK PAYMENT 524 AMERICAN HERITAGE BANK 2743.14; SH Svc Fee FOOD FOR INMATES 265 BENCHMARK GOVERNMENT SOLUTIONS LLC 8122.32; TRASH SERVICE 449 AMERICAN WASTE CONTROL INC 457.00; TRAVEL 691 VISA/AMERICAN HERITAGE BANK 114.06; Tax Refunds TAX CORRECTION 1 Lereta LLC 1197.00. 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 Stephens and seconded by Whitehouse for the Allocation of Beverage Tax to be distributed as follows Bristow \$4,080.28; Depew \$394.77; Drumright \$2,458.93; Kellyville \$978.77; Kiefer \$2,100.65;

Lawrence Creek \$116.22; Mannford \$3,133.21; Mounds \$895.20; Oilton \$850.06; Sapulpa \$21,063.22; Slick \$145.04. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #8: Motion was made by Warner and seconded by Whitehouse to sign contract with Cintas and Creek County Highway District #2. Warner stated we are replacing Unifirst services with Cintas Services and could not get the contract over before the 7/1/24 deadline. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #9: Motion was made by Stephens and seconded by Whitehouse to sign **Resolution#2024-116** surplussing ADEMCO alarm system control panel and entry key pad Serial#3286042 for the Sheriff's Office and **Resolution#2024-116A** disposing of the same to be junked. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #10: Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2024-117** approving the selection of Guy Engineering Services, Inc. as consulting engineer for bridge and approaches on N3697 (AKA Mehagen Rd) over Cottonwood Bridge#9 &12 JP#36113(04), in District #2. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #11: Motion was made by Warner and seconded by Whitehouse to approve using the Highway-ALL Account 1102-6-4000-2005 for a Lake Access Grant Project Stroud Lake, which will be reimbursed by the grant, in the amount of \$252,252.00. Warner stated we received a grant from ODOT, in the amount of \$255,000.00 for the Stroud Lake access, this will be a 3" overlay on S. 251st W. Avenue approximately 5,280 LF x 20 LF. There was discussion of adding this fund to the monitoring of accounts, since Warner will not succeed himself. Warner stated that he doesn't want to put a strain on his other accounts, since there is no timeline as to when the monies will be repaid. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #12: Motion was made by Warner and seconded by Whitehouse to sign **Resolution#2024-118** declaring certain property as not needed for courthouse and/or jail purposes and transferring the same to the City of Drumright by Quitclaim Deed. Subject Property is described as Lots 11 and 12, Blk 18, Broadway Addition to the City of Drumright. The property address is 115 Federal St. Drumright, OK 74030. Warner stated this is a property adjacent to the school, this will get cleaned up and the city will then transfer to the school. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #13: Motion was made by Warner and seconded by Whitehouse to establish a policy for Workman's Compensation Claims and set a per claim amount \$0.00 as the responsibility of the departments, the TPA Self-Insured Fund will cover each claim up to \$2,000.00. All claims will be submitted to Dana Logsdon, Deputy Commissioner and Jennifer Mortazavi, County Clerk. There was a lot of discussion of the process and how much if any should be placed on the department for smaller claims, to help improve our EMOD rating on Workman's Comp. Mortazavi stated our Work Comp deductible is \$2,000.00, our TPA will monitor the claims whether they are just FYI or a full claim and produce quarterly reports. Mortazavi stated our goal is to get our EMOD number down, so that we can save on our premiums. There have been multiple meetings on how this could be done, with Stephens, Logsdon, Mortazavi, Jon Lafavers and Andy Soares, Insurica Representatives. The Board choose to monitor this for six months and see if adjustments are needed. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #14: Motion was made by Warner and seconded by Whitehouse to establish a policy for Auto and Inland Marine (Equipment) claims and set a \$0.00 up to \$2,000.00, as the responsibility of the department filing claim, \$2,000.00 up to \$10,000.00 for Inland Marine and \$2,000.00 up to \$15,000.00 for Auto claims, will be covered by the Self-Insured Fund with the TPA. Anything over the \$10,000.00 will be handled by our insurance deductible. There was a lot of discussion on how the county could save on our insurance premium and put more accountability on the departments utilizing the self-insured deductible fund for smaller claims. Our TPA will monitor all claims and provide a quarterly report for the County to review. Mortazavi stated again our goal is to get our insurance cost down. Stephens stated this allows us all to place some reality on the cost increases the county has seen over the past years on utilizing the self-insured deductible fund to cover everything. The county ended up taking a big hit each year having to replenish the deductible fund due to small claims being filed. Bret Bowling, Sheriff and Rick Engleman, Treasurer briefly spoke to the board about the possible impact to their departments to cover the unfunded amounts. There was discussion of how much the county departments have wasted by filing these small claims, we all have to evaluate where there may be an issue and have accountability of that issue and try and see how we can improve that issue as well. There was discussion of the training that is offered by Insurica for all departments to help cut down on our claims in general. There was discussion of the county hitting our \$90,000.00 self-insured fund last year with ACCO, Stephens stated we have never in the past utilized all of our deductible fund. There was a presentation from ACCO that I think created a

lot of confusion on filing everything as claims, when I think the intent was just to file as FYI on some to create internal data for repair costs, etc. Stephens stated we will review the information on claims and adjust if needed. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #15: Motion was made by Warner and seconded by Whitehouse to approve \$100,000.00, as a one-time amount to be placed in the Self-Insured Deductible Fund with Paramount Claims, to be paid from Use Tax 1301-1-0800-2005. There was discussion if the county would like to set up an additional Self-Insured Deductible Fund with the 1237 Fund, but this was not approved by the Board. The Board stated we will just have the one fund and run it like we did with ACCO. This fund will pay all Workman's Compensation Claims under deductible, \$0.00 up to \$10,000.00 on Inland Marine (Equipment), and \$0.00 up to \$15,000.00 on Auto claims. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

Item #16: Motion was made by Warner and seconded by Whitehouse to sign the Creek County Treasurer's Financial Statement for Fiscal Year ending June 30, 2024. Stephens stated that the available funds of the county is roughly 10,000,000.00 in general fund and \$23,000,000.00, in restricted county funds. Engleman stated that is correct. There was discussion of the school and ambulance funds not being reported within this financial statement. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye.

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

Public Comment: NONE

Adjournment: Motion was made by Stephens and seconded by Whitehouse at 10:46 a.m. to adjourn and meet again 7-22-24. Vote as follows: Stephens - Aye, Warner - Aye, Whitehouse - Aye