

June 30, 2025
REGULAR MEETING
MINUTES

The Muskogee Board of County Commissioners met in session at 8:15 a.m. Members present were: Chairman, Ken Doke; Vice-Chairman, Member Kenny Payne; and Muskogee County Clerk, Polly Irving.

1: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved to Open the meeting at 8:50 a.m. The motion was unanimous.

2: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved the Purchase Orders. The motion was unanimous.

3: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved the Monthly reports. The motion was unanimous.

4: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved Regular meeting minutes for 6/23/2025. The motion was unanimous.

5: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved Special meeting minutes for 6/26/2025. The motion was unanimous.

6: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a Plat and the Use Restriction Agreement for Southern Ridge Development with the understanding that the County will not be accepting the roads as part of the Plat, that is a separate process. The motion was unanimous.

7: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved Officers for District 1 according to SB 148. The motion was unanimous.

8: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved the FY 25/26 Officer List for the County Clerk's Office. The motion was unanimous.

9: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved the FY 25/26 Disaster Recovery Plan for the County Clerk's Office. The motion was unanimous.

10: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved the FY 25/26 Inventory List for the County Clerk's Office. The motion was unanimous.

11: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Disaster Recovery Plan for the Court Clerk's Office. The motion was unanimous.

12: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Studie Office Systems Contract number MCDCCC3536-2 for Copystar CS-1815, Serial number XQF4802461 in the Court Clerk's Office. The motion was unanimous.

13: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Studie Office Systems Contract number MCDCC2526-3 for Copystar CS-1815, Serial number XQF4802329 in the Court Clerk's Office. The motion was unanimous.

14: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Studie Office Systems Contract number MCDCC2526-4 for Kycera M2040dn, Serial number VCE2909743 in the Court Clerk's Office. The motion was unanimous.

15: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Studie Office Systems Contract number MCDCC2526-5 for Kycera M2535dn, Serial number LV25Y27139 in the Court Clerk's Office. The motion was unanimous.

16: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Studie Office Systems Contract number MCDCC2526-6 for Copystar CS-6002i, Serial number VFA8902067 in the Court Clerk's Office. The motion was unanimous.

17: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Studie Office Systems Contract number MCDCC2526-7 for Brother Intellafax 4100e, Serial number BROM2J421435 in the Court Clerk's Office. The motion was unanimous.

18: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved an Agreement with Stericycle Shred It and the Court Clerk's Office. The motion was unanimous.

19: No Action

No action was taken regarding a LEAF contract for a Kyocera TA-5004 copier.

20: No Action

No action was taken regarding an OMECORP GENESIS Maintenance Agreement for a Kycera TA-5004i.

21: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a One Source Water Rental Agreement. The motion was unanimous.

22: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Quadient Leasing USA Lease for USPS postage meter rental hardware and maintenance. The motion was unanimous.

23: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved the FY 25/26 Officer List for District 3. The motion was unanimous.

24: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved an Amended FY 25/26 Officer List for General Government which replaces Derrick Apple with Brandon Sanders. The motion was unanimous.

25: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved the 2025 Disaster Recovery Plan for General Government. The motion was unanimous.

26: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a KellPro Software and Service Agreement for the Election Board. The motion was unanimous.

27: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a KellPro Software and Service Agreement for the Assessor's Office. The motion was unanimous.

28: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a KellPro Software and Service Agreement for the District 2. The motion was unanimous.

29: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a KellPro Software and Service Agreement for the General Government. The motion was unanimous.

30: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a KellPro Software and Service Agreement for the District 1. The motion was unanimous.

31: No Action

No action was taken regarding a Declaration of Surplus for District 2.

32: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved an ACCO-SIG 2025-2026 Property & Liability Renewal for Option A to make full payment in the amount of \$822,907 utilizing the General Government Insurance Fund (0001-1-2000-1222). The motion was unanimous.

33: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a FY26 Software Lease Maintenance Agreement between TM Consulting Inc and the Treasurer. The motion was unanimous.

34: No Action

No action was taken regarding a Continued Cost per Image Agreement and a Continued Guaranteed Maintenance Service Agreement for FY26 between JD Young Company and the Treasurer.

35: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a FY26 Disaster Recovery Plan for the Treasurer's Office. The motion was unanimous.

36: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a FY26 Kellpro Software & Service Agreement for the Treasurer's Office. The motion was unanimous.

37: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a FY26 Professional Package for on-site support and tax processing between OMECorp Genesis and the Treasurer's Office. The motion was unanimous.

38: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a FY26 Government Product Lease Agreement for mailing system with scales between Quadiant Leasing and the Treasurer's Office. The motion was unanimous.

39: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a FY26 Lease Agreement for station folder inserter between Quadient Leasing and the Treasurer's Office. The motion was unanimous.

40: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Resale Property Fund Financial Statement for the Treasurer's Office. The motion was unanimous.

41: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a FY26 Inventory Report for the Treasurer's Office. The motion was unanimous.

42: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved an Officer/Deputy Position Letter for the Treasurer's Office. The motion was unanimous.

43: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a FY26 County Depository Resolution presented by the Treasurer. The motion was unanimous.

44: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a FY26 Investment Policy presented by the Treasurer. The motion was unanimous.

45: Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a FY26 Investment Resolution presented by the Treasurer. The motion was unanimous.

46: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a Resolution for Disposing Equipment for District 2. The motion was unanimous.

47: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved the Amended 6-months Bid Summary that corrected the amounts that were entered incorrectly on the previous summary. The motion was unanimous.

48: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved the Lease with Purchase Agreement Option for Road and Machinery or Equipment for District 1. The motion was unanimous.

49: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Lease with Purchase Agreement Option for Road and Machinery or Equipment for District 3. The motion was unanimous.

50: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved the Muskogee County Volunteer Fire Dept Review Committee to include all Title 19 Muskogee County Fire Departments. The motion was unanimous.

51: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved the FY26 submission of a bid for the mowing of county owned properties initiated by the Treasurer. The motion was unanimous.

52: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved a Juvenile Detention Services Agreement by and between Oklahoma Juvenile Justice Services Inc and the Board of County Commissioners. The motion was unanimous.

53: Motion

Commissioner Doke made a motion and it was seconded by Commissioner Payne, approved a Resolution of Appreciation which was read by Commissioner Doke as: "To all who shall see these presents, presents and greetings, whereas Deputy Derek Apple, of the Muskogee County Sheriff's Office, has honorably served the public through years of dedication in law enforcement. Whereas it is the desire of the Board of County Commissioners to recognize and honor sheriff's deputies who retire in good standing from the Muskogee County Sheriff's Office after years of honorable service. Whereas Title 19 of Oklahoma State Statute, Section 554, authorizes the Board of County Commissioners to permit the county sheriff to award the custody and possession of the badge and sidearm of any sheriff's deputy who retires from Muskogee County Sheriff's Office with honor. Now, therefore, be it resolved by the Board of County Commissioners of Muskogee County as follows. The Board of County Commissioners does hereby extend to Deputy Derek Apple, Muskogee County Sheriff's Office, their personal thanks and sincere appreciation of grateful public service for your contribution of honorable service to all the citizens of Muskogee County. You have helped maintain public peace and order in this county with a devotion to duty and a spirit of sacrifice, which is keeping with the proud tradition of law enforcement. We honor your service and respect the commitment and loyalty you have displayed over the years. As you open the next chapter of your life, the Board of County Commissioners hopes you will continue to find ways to invest in Muskogee County". The motion was unanimous.

54: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved to Enter into Executive Session at 9:36 a.m. to receive confidential information between the public body and its attorney regarding a pending investigation, litigation, or proceeding regarding Keefeton Volunteer Fire Department vs Board of County Commissioners (case number CV-23-185 & 123106). The motion was unanimous.

55: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Doke, approved to Exit the Executive Session and resume Regular meeting at 9:54 a.m. with no action being taken regarding cases CV-23-185 and 123106. The motion was unanimous.

NEW BUSINESS:

None

ADJOURN:

Motion was made by Commissioner Payne and seconded by Commissioner Doke, approved to adjourn the meeting at 9:54 a.m. The motion was unanimous.

9th day of July 2025
Chairman _____
Member _____
Member _____
Attest _____
County Clerk

