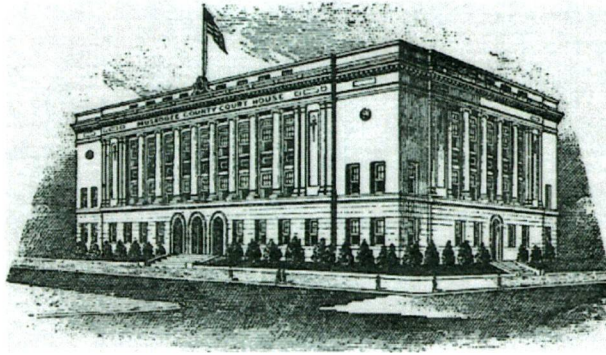


KEN DOKE
MUSKOGEE CO. DISTRICT 1

KEITH HYSLOP
MUSKOGEE CO. DISTRICT 2

KENNY PAYNE
MUSKOGEE CO. DISTRICT 3



POLLY IRVING
COUNTY CLERK



MELISSA LEE
BOCC Executive Assistant

MUSKOGEE BOARD OF COUNTY COMMISSIONERS

P.O. BOX 2307 MUSKOGEE, OK 74402-2307 * PHONE (918)682-9601 * FAX (918) 684-1697

Email: bocc@readymuskogee.org - Website: www.muskogeecountygov.com

RESOLUTION NO. 2026-13

SUBJECT: County Longevity Pay Program

WHEREAS, 19 OS § 339 charges the Board of County Commissioners with general financial supervision of county government finances;

WHEREAS, the Board of County Commissioners desires to establish a longevity pay program for county employees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MUSKOGEE COUNTY AS FOLLOWS:

SECTION 1. POLICY.

- A. A longevity pay plan is hereby adopted for all departments and offices of the county government. This plan applies to all county employees, excluding elected officials.
- B. To be eligible for longevity pay under this Resolution, employees must have been continuously employed in the service of the county government for a minimum of two (2) years in full-time status or in part-time status working more than one thousand (1,000) hours a year. For purposes of this section, a break in service of thirty (30) calendar days or less shall not be considered an interruption of continuous service; a break in service of more than thirty (30) calendar days shall mark an end to continuous service.
- C.
1. Longevity pay for the first twenty (20) years of service shall be determined pursuant to the following schedule:

Years of Service	Annual Longevity Payment
At least 2 years but less than 4 years	\$375.00
At least 4 years but less than 6 years	\$639.00
At least 6 years but less than 8 years	\$939.99

At least 8 years but less than 10 years	\$1,275.00
At least 10 years but less than 12 years	\$1,593.00
At least 12 years but less than 14 years	\$1,875.00
At least 14 years but less than 16 years	\$2,250.00
At least 16 years but less than 18 years	\$2,532.00
At least 18 years but less than 20 years	\$2,850.00
At least 20 years	\$3,000.00

2. For each additional two (2) years of service after the first twenty (20) years an additional Three Hundred Dollars (\$300.00) shall be added to the amount stated above for twenty (20) years of service.
 3. The total amount of the annual longevity payment made to an employee by any and all county departments and offices in any year shall not exceed the amount shown on the table corresponding to that employee's years of service with the county. Further, no employee shall receive duplicating longevity payments for the same periods of service with any and all county departments and offices.
- D. To determine years of service, cumulative periods of full-time employment or part-time employment working more than one hundred fifty (150) hours per month with the county government excluding service as specified in this subsection are applicable. Part-time employment, working one hundred fifty (150) hours per month or less for the county government, excluding service as specified in this subsection, shall be counted only if:
1. The period of employment was continuous for at least five (5) months; and
 2.
 - i. The person worked more than two-fifths (2/5) time.

Other employment shall not be counted as service for purposes of longevity payments. Further, no period of employment with the county government, whether with one or more than one department or office, shall be counted as more than full-time service.
 - ii. For purposes of the computation required by this subsection, any service performed by a person during which the person received compensation for duties performed for the county government shall be counted if payment for such service was made using county fiscal resources.
- E. Years of service shall be certified through the current employing department or office by the appointing authority on a form approved by the County Clerk. The form shall be completed and posted as directed by the County Clerk by the current employing department or office when the employee initially enters on duty with the agency and thereafter whenever the employee's anniversary date is changed.
- A. Eligible employees shall receive one (1) lump-sum annual payment, in the amount provided on the preceding schedule, in accordance with the schedule established by their appointing authority, provided, at a minimum, to receive longevity pay an employee must be in pay status on or after his or her anniversary date. Funding to

support such longevity pay shall be paid out of any funds lawfully available to the appointing authority to support such purpose.

- F. Periods of leave without pay taken on account of illness or injury arising out of and sustained in the course of his or her employment with the county government, and for which workers' compensation benefits have been filed, shall be counted as service. Other periods of nonpaid leave status in excess of thirty (30) calendar days shall not mark a break in service; however, they shall:
1. Not be used in calculating total months of service for longevity pay purposes; and
 2. Extend the anniversary date for longevity pay by the total period of time on nonpaid leave status except as provided in subsection H of this section for employees whose conditions of employment include regular periods of leave without pay.
- G. The Board of County Commissioners reserves the right to make such adjustments, changes, or alterations to this Resolution **at any time and without notice**. An employee shall not be entitled to retroactive longevity payments as a result of amendments to this Resolution unless specifically authorized by the Board of County Commissioners.

SECTION 2. IMPLEMENTATION. All departments, officers, and employees of the county government shall take all appropriate measures within their authority to implement this resolution. Nothing in this resolution shall be construed to impair or otherwise affect the authority granted by law to a county department or officer. This resolution shall be implemented consistently with applicable law and subject to the availability of appropriations. This resolution is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the county, its departments, officers, employees, or agents, or any other person.

SECTION 3. REPEALER. All other resolutions and parts of other resolutions inconsistent or conflicting with any part of this resolution are hereby repealed to the extent of such inconsistency or conflict.

SECTION 4. SEVERABILITY. If any provision, paragraph, word, section of article of this resolution is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections and chapters shall not be affected and shall continue in full force and effect.

SECTION 5. EFFECTIVE DATE. This resolution shall take effect immediately upon execution and shall remain in effect until amended or repealed.

PASSED AND APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF MUSKOGEE COUNTY THIS _____ DAY OF _____, 20_____.



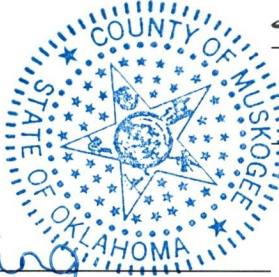
Ken Doke, Commissioner – District 1



Keith Hyslop, Commissioner – District 2



Kenny Payne, Commissioner – District 3

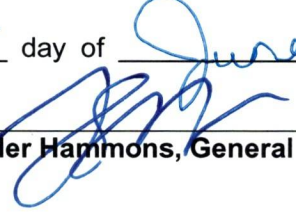


ATTEST:



Polly Irving, County Clerk

APPROVED AS TO FORM AND LEGALITY this 8th day of June, 2026.



John Tyler Hammons, General Counsel