

June 9, 2025
REGULAR MEETING
MINUTES

16th day of June 2025
Chairman [Signature]
Member [Signature]
Member [Signature]
Attest: [Signature] County Clerk

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

1: Motion

Commissioner Hyslop made a motion and it was seconded by Commissioner Payne, approved to Open the meeting at 8:38 a.m. The motion was unanimous.

2: Motion

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

3: Motion

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

4: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved Regular meeting minutes for June 2, 2025. The motion was unanimous.

5: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved Special meeting minutes for May 30, 2025. The motion was unanimous.

6: No Action

No action was taken regarding a Lease and/or Rental of Equipment for a Ricoh IM C3010 copy/fax machine with maintenance for the OSU Extension.

7: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved and accepted the quote from Muskogee Power Sports on the purchase of a Side by Side with a 6-foot bed in the amount of \$24,996 on behalf of Buckhorn Fire Department utilizing Buckhorn Fire Department funds. There wasn't any supporting documentation signed for this motion. The motion was unanimous.

8: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved the Officer List for FY25-26 from District 2. The motion was unanimous.

9: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved Council Hill Fire Department to purchase land in the amount of \$90,000 (lots 1-24, block 17, lots 1-6, lots 19-24, block 18) to build a new fire department. The motion was unanimous.

10: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved an incomplete Form CERF-100 which is an Updated/Revised Resolution for County Road Machinery and Equipment Revolving Fund for District 3 to purchase a 100-HP tractor 4WD in the amount of \$132,350. The motion was unanimous.

11: Motion

Commissioner Hyslop made a motion and it was seconded by Commissioner Payne, approved an ODOT SA&I Form 100 for the County Road and Machinery Equipment Revolving Fund in the amount of \$238,000 from District 1 for a 2025 oil distributor. The motion was unanimous.

12: Motion

Commissioner Hyslop made a motion and it was seconded by Commissioner Payne, approved an ODOT S.A.I form 100 for the County Road and Machinery and Equipment Revolving Fund purchase contract of a 2025 Kubota 4WD Tractor for District 3 in the amount of \$132,350. The motion was unanimous.

13: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved to establish a Review Committee for Keefeton Fire Department after General Counsel John Tyler Hammons stated: "Mr. Chairman, members of the board, under Title 19, Section 351, Paragraph BD3, the Board of County Commissioners has the authority to appoint members of all county fire departments in Muskogee County. As we discussed in our most recent board meeting, the district court has determined that Keefeton Volunteer Fire Department to be a Title 19 county fire department, and thus this board is responsible for appointing the five-member board. This will establish a review committee to take applications and make recommendations to the Board of County Commissioners. Those review committee meetings themselves will be subject to the Meeting Act, and they will make recommendations to this board for appointment. Anyone who wishes to apply to that board can submit an application to the Commissioner's office, and this committee will review them." The motion was unanimous.

14: Motion

Commissioner Hyslop made a motion and it was seconded by Commissioner Payne, approved to appoint Jerri Stoutermire, Tim Thompson, and to strike Ron Morton as members of the Review Committee for Keefeton Fire Department. The motion was unanimous.

15: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved a Resolution to allow the Election Board to reimburse the budget accounts for election related expenses, once payment has been made to the Election Board. The motion was unanimous.

16: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved an Inventory List from the Election Board for FY 24-25. The motion was unanimous.

17: No Action

No action was taken regarding an Application for Temporary Appropriations for FY ending June 30, 2025.

18: Motion

Commissioner Hyslop made a motion and it was seconded by Commissioner Payne, approved an Inventory List from General Government Environmental Officer. The motion was unanimous.

19: No Action

No action was taken regarding the Updated Muskogee County Travel Policy.

20: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved a Resolution for a Lease Purchase Program through the State of Oklahoma which the County has seven (7) of and the motion supported the Annual Renewal of those with ODOT. The motion was unanimous.

21: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved a Yearly Contract with DataScout which provides websites, public side mapping on ACT Data

Scout, mapping software, mapping splits, combines, etc. in the amount of \$13,111.76 utilizing the Assessor funds. The motion was unanimous.

22: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved a Professional Legal Services Contract between Tisdal & O'Hara PLLC, the Board of County Commissioners and the County Assessor. This group represents 40-50 county centers across Oklahoma in the oil and gas. There was not any change in the fee schedule from last year. The motion was unanimous.

23: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved the Health Department to proceed with the bid process for Janitorial Services. The motion was unanimous.

24: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved a Declaration of Surplus from the Sheriff's Office consisting of a couple of drones and a Cellebrite machine. The motion was unanimous.

25: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved an Inventory List from the Sheriff's Office. The motion was unanimous.

26: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved an Inventory List from the County Jail. The motion was unanimous.

27: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved a Contract between Quadient Leasing USA Inc and the Assessor's Office for the postage and envelope inserting of annual tax statements at the anticipated cost of \$20,070. The motion was unanimous.

28: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved to Enter into Executive Session at 9:16 a.m. regarding the confidential communications between the public body and its attorney concerning a pending litigation in case number CV-23-185 and case number 12306, Keefeton Volunteer Fire Department vs. Board of County Commissioners. The motion was unanimous.

29: Motion

Commissioner Payne made a motion and it was seconded by Commissioner Hyslop, approved to adjourn the Executive Session and resume the Regular meeting at 9:34 a.m. with no action being taken regarding the discussions in Executive Session. The motion was unanimous.

NEW BUSINESS:

None

ADJOURN:

Motion was made by Commissioner Payne and seconded by Commissioner Hyslop, approved to adjourn the meeting at 9:37 a.m. The motion was unanimous.