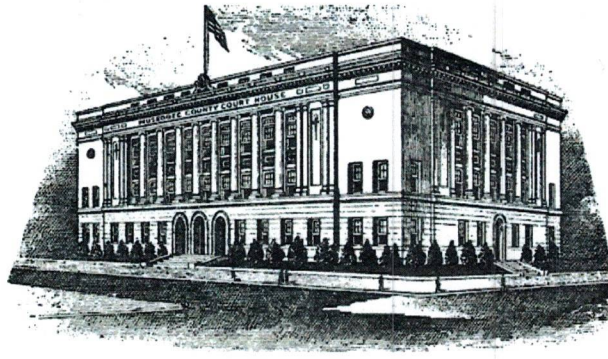


**KEN DOKE**  
MUSKOGEE CO. DISTRICT 1

**KEITH HYSLOP**  
MUSKOGEE CO. DISTRICT 2

**KENNY PAYNE**  
MUSKOGEE CO. DISTRICT 3



**POLLY IRVING**  
COUNTY CLERK



**SHEILA SHAMBLIN**  
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](mailto:bocc@readymuskogee.org) - Website: [www.muskogeecountygov.com](http://www.muskogeecountygov.com)

### RESOLUTION NO. 2024-06

**SUBJECT: Designating Purchasing Officials for the Oktaha Area County Fire Department**

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

**WHEREAS**, the County Central Purchasing Act (19 OS § 1500 *et seq.*) describes the process the county must use for the purchase of goods and services for the operation of the county government;

**WHEREAS**, 19 OS §§ 1501 and 1504 requires all purchasing officials be approved by the Board of County Commissioners.

**WHEREAS**, the appointment of non-employees of the County government to serve as purchasing officials for county fire department requires such non-employees to demonstrate bond coverage in amount at least equal to that which the County government maintains for its own employees to protect the County government against the misappropriation of public funds and/or property.

**WHEREAS**, the Oktaha Area County Fire Department, as required of all county fire departments under Title 19 of the Oklahoma Statutes, has demonstrated the proposed non-employees of the County government possess such required bond coverage

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

**SECTION 1.** The following individuals are hereby designated as purchasing officials for the Oktaha Area County Fire Department:

**Requesting Officer(s):** Sally Walker

**Receiving Officer(s):** Levi Hill  
Jodi Hammons

Chad Duke

As of the effective date of this Resolution, County Emergency Management Director Jeff Smith shall have no authority to sign purchase orders on behalf of the Oktaha Area County Fire Department.

**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 consistent 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** 5 **DAY OF** Aug **, 20** 24.

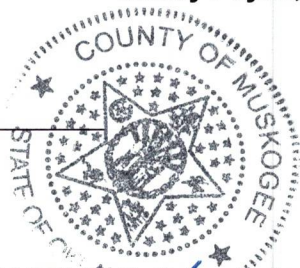
  
\_\_\_\_\_  
**Ken Doke, Commissioner – District 1**

  
\_\_\_\_\_  
**Keith Hyslop, Commissioner – District 2**


  
\_\_\_\_\_  
**Kenny Payne, Commissioner – District 3**

**ATTEST:**

  
\_\_\_\_\_  
**Polly Irving, County Clerk**



APPROVED AS TO FORM AND LEGALITY this 5<sup>th</sup> day of Aug, 2024.

  
\_\_\_\_\_  
**John Tyler Hammons, General Counsel**

STATE OF OKLAHOMA  
MUSKOGEE COUNTY  
FILED OR RECORDED

OKTAHA AREA COUNTY FIRE DEPARTMENT  
PO BOX 335  
215 MAIN STREET  
OKTAHA, OK 74450

2024 APR 26 PM 1:15

POLLY IRVING  
COUNTY CLERK

OKTAHA AREA COUNTY FIRE DEPARTMENT REPRESENTATIVES & OFFICER'S INCLUDING ALTERNATES:

REPRESENTATIVE:  
NAME: JOE LILLIS (CAPTAIN)  
Signature: [Signature]  
Address: 31 Beman St  
Telephone: 321 330 5354

ALTERNATE #1: LEVLHILL (Chief)  
Signature: [Signature]  
Address: 6100 W 123rd St S  
Phone: 918-577-0687

ALTERNATE #2: JOSH HARRIS  
Signature: [Signature]  
Address: 8535 S 84th St W  
Phone: 918 577 5142

ALTERNATE #3: JODI HAMMONS  
Signature: [Signature]  
Address: PO Box 185 OKTaha, OK 74450  
Phone: 918-913-5399

REQUESTING OFFICER:  
NAME: SALLY WALKER (TREASURER)  
Signature: [Signature]  
Address: PO Box 274 OKTaha OK 74450  
Phone: (918) 351-8371

ALTERNATE: LEVI HILL

Signature: [Signature]  
Address: 6100 W 123rd St S  
Phone: 918-577-0687

RECEIVING OFFICER:  
NAME: JODI HAMMONS  
Signature: [Signature]  
Address: PO Box 185 OKTaha, OK 74450  
Phone: 918-913-5399

ALTERNATE: CHAD DUKE

Signature: [Signature]  
Address: 2459 W 113th St S OKTaha OK 744  
Phone: (918) 616-1949

INVENTORY:  
NAME: JESSE HILL  
Signature: [Signature]  
Address: 6117 W 123rd St S  
Phone: 918-516-9110

ALTERNATE: CODY GRITTS

Signature: [Signature]  
Address: 405 S. South St  
Phone: 918-441-1798

SAFETY:  
NAME: LEVI HILL  
Signature: [Signature]  
Address: 6100 W 123rd St S  
Phone: 918-577-0687

ALTERNATE: JOSH HARRIS

Signature: [Signature]  
Address: 8535 S 84th St W  
Phone: 918 577 5142



29th day of April 2024  
Chairman [Signature]  
Member [Signature]  
Member [Signature]  
Attest [Signature]  
County Clerk

**E-MAILED**

4/29 11:46

[Signature]



Policy Number  
VFNU-TR-0024948-03/000

SCHEDULE OF FORMS AND ENDORSEMENTS

Named Insured OKTAHA AREA VOLUNTEER FIRE  
DEPARTMENT

Effective Date: 11-14-23  
12:01 A.M., Standard Time

Agency Name VFIS

COMMON POLICY FORMS AND ENDORSEMENTS

89644	06-13	ECONOMIC SANCTIONS ENDORSEMENT
VCO300	01-20	COMMON POLICY CONDITIONS
CG 21 70	01-15	CAP ON LOSSES FROM CERTIFIED ACTS OF TER
IL 00 21	09-08	NUCLEAR ENERGY LIABILITY EXCLUSION ENDT
IL 09 52	01-15	CAP ON LOSSES FROM CERT ACTS/TERRORISM
IL 01 77	10-10	OK CHANGES-CONCEALMENT, MISREP OR FRAUD
IL 01 93	09-07	OK EXCLUSION OF TRUSTOR AS NAMED INSURED
IL 02 36	09-07	OKLAHOMA CHANGES-CANC & NONRENL
VCOOK1	01-20	OKLAHOMA CHANGES - CANCELLATION AND NON
VCOOK2	01-20	OKLAHOMA FRAUD WARNING
VCOOK3	01-20	OKLAHOMA CHANGES - APPRAISAL

PROPERTY FORMS AND ENDORSEMENTS

VPR101	11-23	EMERGENCY SERVICE ORGANIZATION PROPERTY
VPR319	01-20	CRISIS INCIDENT RESPONSE COVERAGE
VPR322	01-20	AMENDATORY ENDORSEMENT
VPROK1	01-20	OKLAHOMA CHANGES

CRIME FORMS AND ENDORSEMENTS

VCR105	01-20	EMPLOYEE DISHONESTY COVERAGE FORM (COVER
VCR300	01-20	CRIME GENERAL PROVISIONS
VCROK1	01-20	OKLAHOMA CHANGES
VCR109	01-20	ADDITIONAL COVERAGES COMPUTER AND FUNDS
VCR110	01-20	IDENTITY FRAUD EXPENSE COVERAGE FORM
VCR304	01-20	SPECIFIC EXCESS LIMIT OF INSURANCE - POS

PORTABLE EQUIPMENT FORMS AND ENDORSEMENTS

CP 00 90	07-88	COMMERCIAL PROPERTY CONDITIONS
PE1001	11-23	EMERGENCY SERVICE ORGANIZATION PORTABLE
PE1003	01-20	WATERCRAFT EXTENSION

AUTOMOBILE FORMS AND ENDORSEMENTS

AU1001	11-23	AUTO PHYSICAL DAMAGE EXTENSION ENDORSEME
AU1002	11-23	AGREED VALUE ENDORSEMENT
AU1005	01-20	WAIVER OF GOVERNMENTAL OR CHARITABLE IMM
AU1006	01-20	CARE, CUSTODY OR CONTROL EXCLUSION ENDOR
AU1007	01-20	COMMANDEERED AUTO DEFINITION ENDORSEMENT
AU1009	01-20	INCIDENTAL GARAGE OPERATIONS
AU1017	11-23	AUTO PHYSICAL DAMAGE EXTENSION ENDORSEME
AU1023	01-20	AUTO LIABILITY EXTENSION ENDORSEMENT EME
AU1034	11-23	CLAIM-FREE DEDUCTIBLE WAIVER - AUTO PHYS
CA 00 01	10-13	BUSINESS AUTO COVERAGE FORM
CA 20 01	10-13	ADDL INSD-LESSOR
CA 01 32	10-13	OKLAHOMA CHANGES
CA 20 02	10-13	SOUND RECEIVING EQUIP COVG -FIRE, POLICE
CA 20 18	10-13	PROFESSIONAL SERVICES NOT COVERED
CA 28 03	09-22	ABUSE OR MOLESTATION EXCLUSION FOR COVER
CA 99 42	10-13	SPLIT LIAB LTS FOR GOV'T SUBDIVISIONS OK
CA 99 48	10-13	POLLUTION LIAB BROAD COV FOR COV AUTO

GENERAL LIABILITY FORMS AND ENDORSEMENTS

VGL101	11-23	EMERGENCY SERVICE ORGANIZATION GENERAL L
VGL212	01-20	EXCLUSION ELECTRONIC INFORMATION SECURIT

**Policy Number**  
**VFNU-TR-0024948-03/000**

**INSTALLMENT SCHEDULE**

Named Insured            OKTAHA AREA VOLUNTEER FIRE DEPARTMENT

Effective Date: 11-14-23  
12:01 A.M., Standard Time

Agency Name            VFIS

**IT IS HEREBY AGREED AND UNDERSTOOD THAT THIS POLICY IS  
PAYABLE ON INSTALLMENTS AS FOLLOWS:**

	<b>DUE</b>	<b>PREMIUM</b>	<b>SURCHARGE</b>	<b>REVISED INSTALLMENT TOTAL</b>
DEPOSIT	11/14/2023	\$2,983.00		\$2,983.00
INSTALLMENT	02/14/2024	\$2,983.00		\$2,983.00
INSTALLMENT	05/14/2024	\$2,983.00		\$2,983.00
INSTALLMENT	08/14/2024	\$2,983.00		\$2,983.00

Failure to pay the Installment Premium by the Date Due shown shall constitute non-payment of premium for which we may cancel this policy.

**Policy Number**  
**VFNU-TR-0024948-03/001**

**THIS ENDORSEMENT CHANGES THE POLICY.** Policy Period: From 11-14-2023  
**PLEASE READ IT CAREFULLY.** To 11-14-2024  
**COMMON POLICY CHANGE ENDORSEMENT**

Named Insured OKTAHA AREA VOLUNTEER FIRE  
DEPARTMENT

Effective Date: 11-20-23  
12:01 A.M., Standard Time

Agency Name VFIS

This endorsement will not be used to decrease coverages, increase rates or deductibles or alter any terms or conditions of coverage unless at the sole request of the insured.

**COVERAGE PART INFORMATION – Coverage parts affected by this change as indicated by  below.**

- Property -\$1,317.00
- Crime
- Portable Equipment
- Auto
- General Liability
- Management Liability
- 

The following item(s):

- |  |   |
|--|---|
| <input type="checkbox"/> Insured's Name                        | <input type="checkbox"/> Insured's Mailing Address                  |
| <input type="checkbox"/> Policy Number                         | <input type="checkbox"/> Company                                    |
| <input type="checkbox"/> Effective/Expiration Date             | <input type="checkbox"/> Insured's Legal Status/Business of Insured |
| <input type="checkbox"/> Payment Plan                          | <input type="checkbox"/> Premium Determination                      |
| <input type="checkbox"/> Additional Interested Parties         | <input type="checkbox"/> Coverage Forms and Endorsements            |
| <input type="checkbox"/> Limits/Exposures                      | <input type="checkbox"/> Deductibles                                |
| <input type="checkbox"/> Covered Property/Location Description | <input type="checkbox"/> Classification/Class Codes                 |
| <input type="checkbox"/> Rates                                 | <input type="checkbox"/> Underlying Exposure/Insurance              |

is (are) changed to read **{See Additional Page(s)}**

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

The above amendments result in a change in the premium as follows:

**This premium does not include taxes and surcharges.**

<input type="checkbox"/> No changes	<input type="checkbox"/> To be Adjusted at Audit	Additional	Return -\$1,317.00
-------------------------------------	--	------------	--------------------

**Tax and Surcharge Changes**

For New York, Tax and Surcharges do not apply.  
For New York, the NY Motor Vehicle Law Enforcement Fee and/ or NY Fire Fee may be included.

Additional

Return

Countersigned By:

  
\_\_\_\_\_  
AUTHORIZED AGENT

Policy Number  
VFNU-TR-0024948-03/001

SCHEDULE OF ADDITIONAL INTEREST(S)

Named Insured OKTAHA AREA VOLUNTEER FIRE  
DEPARTMENT

Effective Date: 11-20-23  
12:01 A.M., Standard Time

Agency Name VFIS

Mortgagee  
ARMSTRONG BANK  
1215 W OKMULGEE ST  
MUSKOGEE, OK 74401  
DESCRIPTION APPLIES TO PREMISES #1 ITEM #1

Addl Insured Lessor  
ARMSTRONG BANK  
PO BOX 188  
MUSKOGEE, OK 74402  
DESCRIPTION APPLIES TO VEHICLE 10



**Policy Number**  
**VFNU-TR-0024948-03/001**

**THIS ENDORSEMENT CHANGES THE POLICY. Policy Period: From 11-14-2023**  
**PLEASE READ IT CAREFULLY. To 11-14-2024**  
**COMMON POLICY CHANGE ENDORSEMENT**

Named Insured OKTAHA AREA VOLUNTEER FIRE  
DEPARTMENT

Effective Date: 11-20-23  
12:01 A.M., Standard Time

Agency Name VFIS

This endorsement will not be used to decrease coverages, increase rates or deductibles or alter any terms or conditions of coverage unless at the sole request of the insured.

**COVERAGE PART INFORMATION – Coverage parts affected by this change as indicated by  below.**

- Property -\$1,317.00
- Crime
- Portable Equipment
- Auto
- General Liability
- Management Liability
- 

The following item(s):

- Insured's Name
- Insured's Mailing Address
- Policy Number
- Company
- Effective/Expiration Date
- Insured's Legal Status/Business of Insured
- Payment Plan
- Premium Determination
- Additional Interested Parties
- Coverage Forms and Endorsements
- Limits/Exposures
- Deductibles
- Covered Property/Location Description
- Classification/Class Codes
- Rates
- Underlying Exposure/Insurance

is (are) changed to read {See Additional Page(s)}

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<input type="checkbox"/> No changes	<input type="checkbox"/> To be Adjusted at Audit	Additional	Return -\$1,317.00
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**Tax and Surcharge Changes**

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For New York, the NY Motor Vehicle Law Enforcement Fee and/ or NY Fire Fee may be included.

Additional

Return

Countersigned By:

  
\_\_\_\_\_  
AUTHORIZED AGENT

Policy Number  
VFNU-TR-0024948-03/001

SCHEDULE OF ADDITIONAL INTEREST(S)

Named Insured OKTAHA AREA VOLUNTEER FIRE  
DEPARTMENT  
Agency Name VFIS

Effective Date: 11-20-23  
12:01 A.M., Standard Time

Mortgagee  
ARMSTRONG BANK  
1215 W OKMULGEE ST  
MUSKOGEE, OK 74401  
DESCRIPTION APPLIES TO PREMISES #1 ITEM #1

Addl Insured Lessor  
ARMSTRONG BANK  
PO BOX 188  
MUSKOGEE, OK 74402  
DESCRIPTION APPLIES TO VEHICLE 10

**CRIME**

Insurer: National Union Fire Insurance Company of Pittsburgh, Pa.

VFIS offers a broad range of fidelity coverages which are customized to meet the needs of emergency service organizations including the following.

- **Employee Dishonesty** provides reimbursement for the loss of your organization's money or other property resulting from dishonest acts of your volunteers or employees.
- **Computer and Funds Transfer Fraud** will pay for loss the insured sustains arising directly out of the loss of or damage to money, securities, and property other than money and securities. This loss must result directly from the use of any computer to fraudulently cause transfer of that property from inside the premises or banking premises to a person outside those premises, or to a place outside those premises.
- **Fraudulent Impersonation** will pay for loss the insured sustains arising directly from having, in good faith, transferred money, securities or other properties in reliance upon a transfer instruction purportedly issued by an employee, customer or vendor, but which proves to have been fraudulently issued by an imposter.
- **Identity Fraud Expense** is the compensation of expense sustained that was incurred by the insured or any employee as a result directly from identity fraud.

Your selections are indicated below.

**Covered Entity**

OKTAHA AREA VOLUNTEER FIRE DEPARTMENT

**Employee Dishonesty – Blanket**

	<u>Limit</u>	<u>Deductible</u>	<u>Faithful Performance</u>
	\$50,000	None	No
<b><u>Specific Excess Position Schedule</u></b>	<b><u>Number in Position</u></b>		<b><u>Faithful Performance</u></b>
CHAIRMAN OKTAHA AREA VOLUNTEER FIRE DEPARTMENT	1 \$50,000		No
TREASURER-RECEIVING OFFICER OKTAHA AREA VOLUNTEER FIRE DEPARTMENT	1 \$50,000		No
CHIEF/REQUISITION OFFICER OKTAHA AREA VOLUNTEER FIRE DEPARTMENT	1 \$50,000		No
ASSIST CHIEF-REQUISITION OFFICE OKTAHA AREA VOLUNTEER FIRE DEPARTMENT	1 \$50,000		No

**Computer and Funds Transfer Fraud**

<u>Limit</u>	<u>Deductible</u>
\$10,000	None

**Fraudulent Impersonation**

<u>Limit</u>	<u>Deductible</u>
\$10,000	None

**Identity Fraud Expense**

<u>Limit</u>	<u>Deductible</u>
\$10,000	None