

June 24, 2024

MINUTES

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 was made by Commissioner Hyslop, approved to Open the meeting. The motion was seconded by Commissioner Payne and was announced unanimously by Commissioner Doke.

2:

Motion was made by Commissioner Hyslop, approved all Purchase Orders. The motion was seconded by Commissioner Payne and was announced unanimously by Commissioner Doke.

3:

Motion was made by Commissioner Hyslop, approved all Monthly reports. The motion was seconded by Commissioner Payne and was announced unanimously by Commissioner Doke.

4:

Motion was made by Commissioner Hyslop, approved Regular meeting minutes for June 17, 2024. The motion was seconded by Commissioner Payne and was announced unanimously by Commissioner Doke.

5:

No action was taken at this time.

6:

No action was taken at this time.

7:

No action was taken at this time.

8:

No action was taken at this time.

9:

No action was taken at this time.

10:

No action was taken at this time.

11:

No action was taken at this time.

12:

No action was taken at this time.

13:

No action was taken at this time.

14:

Motion was made by Commissioner Payne, approved a FY25 Investment Policy for Muskogee County for the purpose of authorizing and directing the Muskogee County Treasurer as to the investment of county monies in his/her custody. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

15:

Motion was made by Commissioner Payne, approved a FY25 Resolution Designating County Depository Banks. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

16:

Motion was made by Commissioner Payne, approved a Resale Property Fund Financial Statement as of June 19, 2024 from the County Treasurer's Office. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

17:

Motion was made by Commissioner Hyslop, approved a FY25 Kellpro Software and Service Agreement between Kellpro, Inc and the County Treasurer's Office in the amount of \$2,160 annually. The motion was seconded by Commissioner Payne and was announced unanimously by Commissioner Doke.

18:

Motion was made by Commissioner Hyslop, approved a FY25 Government Product Lease Agreement between Quadient Leasing and the County Treasurer's Office for an IX 7 Series mailing system with Dynamic scale and WP30 in the amount of \$484.32 per month. The motion was seconded by Commissioner Payne and was announced unanimously by Commissioner Doke.

19:

Motion was made by Commissioner Payne, approved a FY25 NASPO-Purchase Order-Lease on Oklahoma State Contract SW1008N between Quadient Leasing USA Inc and the County Treasurer's Office for a 2-station folder inserter and software in the amount of \$20,889 per year. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

20:

Motion was made by Commissioner Payne, approved a FY25 Software Lease & Maintenance Agreement between the County Treasurer's Office and TM Consulting, Inc in the amount of \$2,038 per month or \$24,456 annually and \$95 per hour for customization or additional programming as requested. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

21:

Motion was made by Commissioner Payne, approved a FY25 Continued Guaranteed Maintenance Service Agreement and Image Agreement between JD Young Technologies and the Treasurer's Office in the amount of \$1,043.61 per month. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

22:

Motion was made by Commissioner Payne, approved a Plat of Lopp Ranch-Phase 1 legally described as: A TRACT OF LAND LOCATED WITHIN THE SE QTR OF THE NE QTR (SE/4 NE/4) OF SECTION 36, TOWNSHIP 16 N, RANGE 15 E OF THE INDIAN MERIDIAN, A SUBDIVISION WITHIN MUSKOGEE COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, SAID TRACT BEING MORE PARTICULARLY DESCRIBED ON PLAT. Commissioner Doke explains that, Muskogee County, in the acceptance of the Plat does not necessarily accept the roads to which was understood by the representative in attendance of the meeting. Commissioner Payne add to the motion no guarantee of any kind presently or in the future accepts the roads that is pending inspection by one or at least two parties and if the roads are up to specs of Muskogee County, then the next process of acceptance could move forward for final approval through the Board of County Commissioners. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

23:

Motion was made by Commissioner Payne, approved a Resolution to pay claim #VAAC076675 in the amount of \$4,592.81 for damages to a 2016 Ford Explorer, Vin# 1FM5K8AT8GGA37317, of the Sheriff's Office utilizing the Deductible Fund. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

24:

Motion was made by Commissioner Payne, approved an ARPA Expenditure from Dist. 3 in the amount of \$46,500 for a road project on 214th St from Duncan Rd to Haskell Lake Rd. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

25:

Motion was made by Commissioner Hyslop, approved a Declaration of Surplus from the Health Dept for (1) Exam bed – ID# 509.014. The motion was seconded by Commissioner Payne and was announced unanimously by Commissioner Doke.

26:

Motion was made by Commissioner Payne, approved a Declaration of Surplus from District 3 for (1) office desk with credenza – ID# D205-8 and (1) office desk with credenza – no ID#. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

27:

Motion was made by Commissioner Payne, approved a Resolution 2024-05 – Designation of Insurance Broker/Agent which appoints Lucht Insurance Service to be the exclusive broker/agent of record with respect to all insurance contracts issued on behalf of Muskogee County. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

28:

Motion was made by Commissioner Payne, approved a Resolution approving the Muskogee County Environmental Officer authorization to purchase a 2024 Chevrolet 2500HD Silverado, Vin# 2GC1YLE78R1194878, in the amount of \$46,500 utilizing the General Government/RDHO account (0001-1-2000-2999). The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

29:

Motion was made by Commissioner Payne, approved a Detention Services Agreement between the BOCC and the Creek County Juvenile Justice Center for the temporary custody of juveniles in a juvenile detention facility certified by the Office of Juvenile Affairs in the amount of \$85 per day, per juvenile. The motion was seconded by Commissioner Hyslop and was announced unanimously by Commissioner Doke.

30:

No action was taken at this time.

31:

No action was taken at this time.

NEW BUSINESS:

None

RECESS:

Motion was made by Commissioner Hyslop, approved to recess the meeting. The motion was seconded by Commissioner Payne and was announced unanimously by Commissioner Doke.