

Monday, November 20, 2023  
Newkirk, Oklahoma

The Board of County Commissioners (BOCC) of Kay County, Oklahoma, met in regular session at 9:00 o'clock a.m. on Monday, November 20, 2023, the meeting was posted for public information on November 17, 2023, at 8:50 a.m. at the Commissioners Room, west entrance of the Kay County Administration Building in Newkirk, Oklahoma, and on the Kay County Website.

Chairman Shane Jones called the meeting to order: Commissioners: Jason Shanks, Member, present; Jeff Kreger, Member, present. Others present were as follows: Brian Hermanson, Kay County District Attorney (DA); Rhonda Stephens, Kay County Treasurer; Stacy Belair, Kay County First Deputy Assessor; Steve Kelley, Kay County Sheriff; Daniel Hesson, Emergency Management Director; Skyler Mathews and Paul Stokesberry, Kaw Nation; Claude Williams, Taxpayers for Transparency; Tammy Reese, Secretary/Kay County Clerk.

Chairman Shane Jones led the flag salute.

Motion was made by Kreger and seconded by Jones approving the regular meeting minutes of November 13, 2023. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Alternative Compliance Engagement (ACE) form: Clerk Reese said this form is basically stating Kay County is eligible for the ACE audit rather than the full single audit for ARPA. Reese also noted other federal award funds expended (not including ARPA award funds) are less than \$750,000 for the FY 2023.

Motion was made by Shanks and seconded by Kreger approving the County Eligibility for Alternative Compliance Examination Engagement for FYE June 30, 2023. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Payroll Claim Form changes: Clerk Reese said changes to the current payroll claim form are under way and she told the BOCC the changes have been approved by auditor's. Reese said Jennifer Harp, Payroll Clerk, would explain in detail. Harp presented the new form to the BOCC and other officers in attendance and went over the changes and additions made to the form that is currently used. Reese said the "change form" that has been used in the past will no longer need to be used or attached to the payroll claim form, and now everything would be on one page.

Motion was made by Shanks and seconded by Kreger approving changing the current Payroll Claim form used by the county. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Sheriff Kelley asked when the new payroll claim form would be effective; Reese said January 1, 2024.

Motion was made by Kreger and seconded by Shanks approving the distribution of Ambulance Tax Disbursements for October 2023 for the following: Blackwell, Newkirk, and Ponca City. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Motion was made by Shanks and seconded by Kreger approving Agreements between the BOCC and the following to have remote terminal capabilities with the Assessor's office: VMG Health. DA Hermanson approved as to form. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Item No. 9 on Agenda: "Consideration, discussion, and possible action on Kay County and the School Districts therein due to the Additional Homesteads allowed for the year 2023. This claim is made in accordance with the provisions of Title 62 Section 193 of the Oklahoma Statutes." DA Hermanson said the item needed more clarification. Reese said Kay County is seeking reimbursement; First Deputy Assessor Staci Belair said the county has not received any type of reimbursement since 2002, however, the county applies each year. No action was taken and the item will be put on next week's agenda with clearer explanation.

Road and Bridge Projects/Circuit Engineering District (CED) No. 8 Road and Bridge Projects: Commissioner Jones said crews cleaned sand out of a ditch on County Line Rd., got deicing salt and mixed it with sand to be prepared for winter, patched holes on asphalt roads, graded roads, mowed, boom mowed district wide.

Commissioner Shanks said his crew will be working in the shop.

Commissioner Kreger said crews hauled shale and sand to the roads, graded, pushed sand at the pit, filled asphalt potholes on Hubbard and North Ave., old Hwy. 60, repaired road signs, dug shale and pushed sand at the pit.

Monday, November 20, 2023  
Newkirk, Oklahoma

Motion was made by Shanks and seconded by Jones approving to purchase communication equipment for the Emergency Management Director and District No. 1 and 3 off the state contract, SW1053K in the amount of \$2,479.33, to be paid out of general government. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Motion was made by Kreger and seconded by Shanks approving the County Treasurer's Summary of Collections for the month of October 2023. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Motion was made by Shanks and seconded by Kreger approving the following Kay County Monthly Reports for October 2023: Election Board. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Motion was made by Kreger and seconded by Shanks approving the following Resolution to dispose of equipment: Res#23, 24-57, Hwy. Dist#3-Mobile/base auto scanner, junked; Res#23, 24-61, Sheriff-Glock 17 Gen. 5 – 9X19, retired – K3; Res#23, 24-62, Sheriff-HP Desktop computer, junked; Res#23, 24-63, Sheriff-Vortex Kaibab Binoculars 18x56, SN 0101788, junked; Res#23, 24-64, Sheriff-Vortex Kaibab Binoculars 18x56, SN 0101727, junked. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Motion was made by Kreger and seconded by Shanks approving the following Resolutions to deposit funds: Res#23, 24-58, Hwy. Dist#2-\$698.70, sale of unprepared metals; Res#23, 24-59, Hwy. Dist#1-\$13,150.05, sale of Asphalt-Hubbs Estates. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

Motion was made by Shanks and seconded by Jones approving the following Resolutions declaring surplus: Res#23, 24-60, Sheriff's Department, 2015 Ford Police Interceptor Sedan - Black and associated emergency equipment, auctioning on Purple Wave. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

**New Business [As per 1991 O.S. 25§311. A.9- 'New Business', as used herein, shall mean any matter not known about or which could not have been reasonably foreseen prior to the time of posting.] None.**

DA Hermanson left the meeting to attend court.

Moved to Item 19, 20, and 21 on the agenda to wait until 10:00 to open bids.

There were no payroll claims submitted to be approved.

Motion was made by Jones and seconded by Kreger approving Maintenance & Operation Claims, and Blanket Purchase Orders. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

**FY 2023-2024 PURCHASE ORDER:**

ARPA 2021 Radios 1470 Total Com Inc. 11970.69; Assr Rev Fee Supplies 1775 Amazon Capital Services 243.88; Drug Court Incentives 1833 Blueneck Creations 115.00; Testing 1236 Averhealth 2476.75; Family Drug Court Incentives 1831 Roquemore, Carmon Chastine 75.00; Plaques 1834 A+Printing 25.00; Supplies 1227 HAC Inc 65.55; Testing 1238 Averhealth 241.00; General Contractual Services 1605 Oklahoma State University 13605.05; Detention 1127 CommunityWorks 3458.00; FUEL 1468 Fuelman 1622.66; Ink 1773 Redlands Office Solutions LLC 157.86; Lawn Care 815 Ultimate Pest Management LLC 933.00; Lease 4 Quadient Leasing USA Inc 1155.00; Maintenance Agree. 1761 Standley Systems Inc 18.30; Paper 1772 Redlands Office Solutions LLC 234.95; Payroll 1861 DA Council 57375.00; Pest Control 993 Ultimate Pest Management LLC 96.00; 1576 Ultimate Pest Management LLC 96.00; Phone 1556 AT&T 60.31; 1559 Alliance Business Services 940.60; Promotional Products 1818 Creative Product Sourcing DDA Dare Catalog 747.84; Reimbursement 1823 Leaming, Janell M. 47.37; Storage 1631 Newkirk Mini-Storage 83.00; Supplies 1825 Redlands Office Solutions LLC 259.58; Training 1106 Pioneer Technology Center 80.00; 1107 Pioneer Technology Center 80.00; Travel 1603 Mallory, Shannon 174.03; Uniforms 1750 Safe Life Defense 179.44; Vehicle Maintenance 1718 Burkes Auto Body & Restoration 530.00; Water 396 Quality Water Service 339.50; 755 Quality Water Service 399.75; 998 Quality Water Service 557.25; 1567 Quality Water Service 326.75; Health travel 1787 Stevens, Ashley 331.25; Highway Asphalt 1808 Evans & Associates 9186.33; ASPHALT 1391 KERNS ASPHALT COMPANY INC 1591.06; 1830 Evans & Associates 4845.03; Billing 1253 City of Blackwell 544.42; Culvert 1816 Core & Main LP 704.00; Materials 1882 Railroad Yard 4676.25; Parts 1362 P & K Equipment 452.11; 1785 Yellowhouse Machinery Co 3364.53; Pipe 1864 Century Products 522.42; Registration 1186 Northwest District CODA 45.00; Rental 1562 Stolhand-Wells Group 91.50; Repairs 1789 MHC Kenworth 4085.06; 1827 Precision Fluid Power Inc. 1481.00; Salt 1814 CENTRAL SALT, LLC 2197.56; Sand 1516 Bonewell, Dennis J. 1502.00; Service 1771 Direct TV 44.24; supplies 883 Atwoods Distributing 115.96; Supplies 1804 Farha Wholesale Co. 77.03; 1811 Redlands Office Solutions

Monday, November 20, 2023  
Newkirk, Oklahoma

LLC 257.33; Tarps 374 GREAT WESTERN TRAILERS 496.26; Tires 1822 OXFORD TIRE 2187.94; Training 1225 Pioneer Technology Center 40.00; 1254 Pioneer Technology Center 40.00; Mental Health Incentives 1832 Blueneck Creations 115.00; Testing 1233 Averhealth 2403.00; Rural Fire-ST Alignment 1876 Take Ten Tire 392.88; Supplies 1417 Galls 977.68; 1877 Lowes Companies Inc. 164.17; SH Svc Fee Books 1519 Law Enforcement System Inc. 1336.00; Office Supplies 1354 Redlands Office Solutions LLC 271.12; Supplies 669 Sirchie 77.69; Training 1596 Street Cop Training 225.00; Uniforms 1434 Galls 221.19; Vehicle Maintenance 1471 Bumper To Bumper 3.40; Use-ST Tires 1853 G & B Auto Service Inc 5627.68

Details' concerning the above-listed purchase orders/claims are available in the County Clerk's Office. All records are open to the public, and any person may examine the same during regular office hours.

Skyler Mathews, Kaw Nation, told the BOCC about upcoming projects and said he would schedule meetings with each District next week.

Daniel Hesson, Emergency Management Director, mentioned an explosion that happened in the county about two weeks ago.

10:00 a.m. - Opened Bid#2023-10 Digital Imaging Services & Access Software Solutions, County Clerk as follows: Mid-West Printing Company scanning portion of the job with high-speed scanner-\$120,310.08/large format scanner-\$151,728.64, Mid-West did not bid the QuickLink portion of the bid. Kofile Technologies, Inc. scanning portion of the job onsite-\$437,719.98/offsite-\$229,428.30/QuickLink portion of the bid-\$136,681.60. This project will require Preservation Image Processing of 17 original deed index books (11 of these books that were bound have already been scanned) and 294 deed books.

Motion was made by Shanks and seconded by Kreger tabling Bid#2023-10 Digital Imaging Services & Access Software Solutions, County Clerk for further review. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

There being no other business, motion was made by Jones and seconded by Kreger to adjourn at 9:55 a.m. Motion carried: Kreger, aye; Jones, aye; Shanks, aye.

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Approved this 27<sup>th</sup> day of November 2023.

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SHANE JONES, DIST#1, CHAIRMAN

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JASON SHANKS, DIST#2, MEMBER

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JEFF KREGER, DIST#3, MEMBER

ATTEST:

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TAMMY REESE, COUNTY CLERK  
COUNTY OF KAY, STATE OF OKLAHOMA  
SECRETARY, BOARD OF COUNTY COMMISSIONERS  
(SEAL)

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