

Monday, June 26, 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, June 26, 2023, the meeting was posted for public information on June 23, 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, absent; Jeff Kreger, Member, present. Others present were as follows: Brian Hermanson, Kay County District Attorney (DA); Steve Kelley, Kay County Sheriff; Christy Kennedy, Kay County Treasurer; Rhonda Stephens, Kay County Treasurer-Elect; Janell Leaming, Kay County Assessor; Marilee Thornton, Kay County Court Clerk; Carol Leaming, Kay County Election Board Secretary; Brenda Medlock, OSU Extension; Dennis Bonewell, Emergency Management Director; Dan Hesson, Citizen; Everett Brazil, Newkirk Herald Journal; 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 June 20, 2023. Motion carried: Kreger, aye; Jones, aye.

DA Hermanson asked the BOCC to table the Oklahoma State Department of Health Business Associate Agreements by and between the Kay County Health Department and Brianna's Cleaning Company, LLC, to provide janitorial services, to allow him time to speak with the Health Department regarding some questions he has about the agreement.

Motion was made by Jones and seconded by Kreger tabling the Oklahoma State Department of Health Business Associate Agreements by and between the Kay County Health Department and Brianna's Cleaning Company, LLC, to provide janitorial services. Motion carried: Kreger, aye; Jones, aye.

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

Motion was made by Kreger and seconded by Jones approving the KellPro Software and Service Agreement by and between KellPro, Inc. and Kay County as follows: District #1, District #2, and District #3. DA Hermanson brought it to the attention of the BOCC that the agreement stated payment for products and services constitutes acceptance of this agreement, meaning after your first payment. He said he didn't believe he had ever seen this in an agreement before, but DA Hermanson approved as to form. Motion carried: Kreger, aye; Jones, aye.

Motion was made by Jones and seconded by Kreger approving reimbursement from the State for the Election Board Secretary's Salary for the month of April 2023. Motion carried: Kreger, aye; Jones, aye.

Contribution rates for the Oklahoma Public Employees Retirement System (OPERS): Clerk Reese said she put this item on the agenda. She said in the past OPERS sends the county the Employee & Employer contribution rates for the new fiscal year; she stated she had not received them. Reese said if the county does not make any changes and does not notify OPERS by July 1st then OPERS automatically will leave the rates the same as the previous year. She said the county (employer) has paid 16.50% and the employee 3.5% for the past several years. Reese stated she wanted the BOCC decision regarding this matter.

Motion was made by Kreger and seconded by Jones approving that no changes be made to the Employer/Employee contribution rates for the Oklahoma Public Employees Retirement System (OPERS) for FY 2023-2024. Motion carried: Kreger, aye; Jones, aye.

Motion was made by Jones and seconded by Kreger approving Detention Transportation Claims for April 2023-\$2,122.29 and May 2023-\$2,783.35. Motion carried: Kreger, aye; Jones, aye.

Road and Bridge Projects/Circuit Engineering District (CED) No. 8 Road and Bridge Projects:
Commissioner Jones said crews cleaned out a ditch on Tower Rd. east of Enterprise and hauled material, cleaned out a culvert on Riverview Place, fixed a bridge on Pecan north of Coleman Rd., put rip rap around a culvert on Prospect east of LA Cann, and bladed roads.

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Commissioner Kreger said crews hauled rock and shale to the roads and the graded roads, hauled rock from Burbank and Dolese to the yard and the roads, hauled asphalt to the yard, and are cleaning out culverts and replacing culverts.

Motion was made by Kreger and seconded by Jones approving the following Resolution for Disposing of Equipment: Res#22, 23-139, Assessor's Office, 4-drawer cabinet transferred to Dist#2, HP Laserjet Printer & Dell Optiplex CPU, junked. Motion carried: Kreger, aye; Jones, aye.

Motion was made by Jones and seconded by Kreger approving the following Kay County Monthly Reports for May 2023: Court Clerk. Motion carried: Kreger, aye; Jones, aye.

Motion was made by Jones and seconded by Kreger approving the following Transfer of Appropriations: Visual Inspection Professional Services-\$4,000.00 to Capital Outlay. Motion carried: Kreger, aye; Jones, 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.

Motion was made by Jones and seconded by Kreger approving Maintenance & Operation Claims, Blanket Purchase Orders, and Blanket Purchase Orders to be effective on the first working day in July 2023. Motion carried: Kreger, aye; Jones, aye.

FY 2022/2023 PURCHASE ORDER:

ARPA 2021 Tractor 4265 P & K Equipment 24499.00; Assr Rev Fee Service 4249 Locke Auto Parts 104.02; Drug Court Contract Labor 4005 Butler, Kristopher 941.07; Internet 3851 Ponca City Utility Authority 26.00; Family Drug Court Internet 3845 Ponca City Utility Authority 26.00; Plaques 4237 A+Printing 25.00; Supplies 4215 HAC Inc 94.69; 4238 HAC Inc 73.42; General Reimbursement 4250 Stuart, Nicolas H. 8.21; Renewal 4150 Secretary of State 20.00; Supplies 4186 Amazon Capital Services 87.84; Wheel 4225 Amazon Capital Services 125.00; Health Internet 4128 Get Real Fiber 50.00; Maintenance 3292 B & C Business Products 70.28; Payroll 3843 Oklahoma State Dept of Health 41184.44; Service 3836 OK Natural Gas 176.58; Travel 3283 Sigrid Krause 55.00; Highway null 3962 T & C Asphalt Materials LLC 1300.00; 4212 Security State Bank 3341.55; 4232 P & K Equipment 526.80; 4233 Cross Oil 18895.50; 4234 Century Products 551.23; Asphalt 3643 Evans & Associates 3124.17; 4264 Lowes Companies Inc. 182.50; Blades 4214 Warren Power And Machinery 2550.00; Bridge decking 4247 Railroad Yard 229.40; Chemicals 4221 Two Rivers Coop 614.00; Drug Test 3540 AMC Urgent Care PlusLLC 82.00; Fuel 3893 Kelle Oil Company 1193.46; Parts 4254 P & K Equipment 160.52; Phone 4111 Lingo Communications 146.68; Repairs 3231 Fleetpride Heavy Duty Parts & Service 1172.97; 4183 C Johnstone LLC 225.00; Service 3702 Dish Network 17.10; 3937 Rolling Prairie 168.80; 4203 Direct TV 37.99; Signs 1833 Circuit Engineering District #8 368.00; supplies 3489 Kelle Oil Company 272.00; Supplies 4159 Circuit Engineering District #8 750.00; 4256 Redlands Office Solutions LLC 170.53; Tire 4188 Blackwell Tire Service 1332.00; Training 4115 Pioneer Technology Center 40.00; Uniforms 3892 Cintas Corporation Loc 1909.29; Utilities 4100 City of Blackwell 487.99; Mental Health Contract Labor 4018 Bouton, Lonna Anne 354.64; Internet 3972 Ponca City Utility Authority 26.00; Labor 4020 Herren, Brian 353.25; Plaques 4015 A+Printing 67.50; Travel 4178 Roquemore, Carmon Chastine 55.02; Resale Ink Cartridge 4235 Redlands Office Solutions LLC 116.99

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.

Motion was made by Jones and seconded by Kreger approving and authorizing Requisitioning Officer (RO), Receiving Agent (RA), and Inventory Clerks (IC) in the General Fund and Cash Accounts for FY 2023-2024 as follows: OSU Extension Center, RO-Brenda Medlock, RA-Carole Stephens/Cassidy Payne, IC-Carole Stephens; CBRI 105C, RO-Commissioners D#1/D#2/D#3, RA-Jill Copelin/Debi Merhoff/Teena Tucker; Abuse Prevention Fund, RO- Commissioners D#1/D#2/D#3, RA-Tammy Reese/Patsy Leyva; Home Finance Authority, RO- Commissioners D#1/D#2/D#3, RA-Tammy Reese/Patsy Leyva, IC-Tammy Reese/Patsy Leyva; CSSP Fund, RO- Commissioners D#1/D#2/D#3, RA-Tammy Reese/Patsy Leyva; Emergency Management, RO- Commissioners D#1/D#2/D#3, RA-Dennis Bonewell/Patsy Leyva, IC-Tammy Reese/Patsy Leyva/Dennis Bonewell; Commissioners, RO- Commissioners D#1/D#2/D#3, RA-Tammy Reese/Patsy Leyva, IC-Patsy Leyva; General Government, RO- Commissioners D#1/D#2/D#3, RA-Patsy Leyva/Terri Pameticky/Crystal Meadows, IC-Tammy Reese/Terri Pameticky/Crystal Meadows; Excise Board, RO-Tammy Reese/Patsy Leyva, RA-Jennifer Harp/Holly Cline; Insurance/Benefits, RO-

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Commissioners D#1/D#2/D#3/Tammy Reese, RA-Patsy Leyva/Holly Cline/Jennifer Harp, IC-Patsy Leyva; Charity, RO-Commissioners D#1/D#2/D#3, RA-Tammy Reese/Patsy Leyva/Holly Cline; ETR, RO-Commissioners D#1/D#2/D#3, RA-Jill Copelin/Debi Merhoff/Teena Tucker/Tammy Reese/Patsy Leyva; Audit Expense, RO-Commissioners D#1/D#2/D#3, RA-Tammy Reese/Patsy Leyva/Holly Cline; JAIBG Trash Cop, RO-Tammy Reese/Steve Kelley, RA-Patsy Leyva/Jessica Wathor, IC- Patsy Leyva/Jessica Wathor; Open Dump Reward, RO-Commissioners D#1/D#2/D#3, RA-Jessica Wathor/Tammy Reese/Holly Cline; County Sales Tax-Jail Debt, RO-Steve Kelley/Don Jones/Jason Shanks/Shane Jones, RA-Tammy Reese/Kaleen Hughs/Patsy Leyva; Estray Animal, RO-Commissioners D#1/D#2/D#3, RA-Patsy Leyva/Jessica Wathor; PBA Gross Revenue, RO-Commissioners D#1/D#2/D#3, RA-Tammy Reese/Patsy Leyva; Use Tax, RO-Commissioners D#1/D#2/D#3, RA-Tammy Reese/Patsy Leyva; ARPA, RO-Commissioners D#1/D#2/D#3, RA-Tammy Reese/Patsy Leyva/Jill Copelin/Debi Merhoff/Teena Tucker; District #1, RO-Shane Jones/William J. McAllaster/Michael Kelly, RA-Jill Copelin/Shawn Putnam, IC-William J. McAllaster; Juvenile Shelter, RO-Steve Kelley/Sean Grigsba/Jessica Wathor, RA-Jodi Harp/Vickie Schmidt, IC-Bill Grose; Sheriff, RO-Steve Kelley/Sean Grigsba/Jessica Wathor, RA-Jodi Harp/Vickie Schmidt, IC-Bill Grose; Sheriff Service Fee-RO-Steve Kelley/Sean Grigsba/Jessica Wathor, RA-Jodi Harp/Vickie Schmidt, IC-Bill Grose; Sheriff Service-Courthouse Security Fund-RO-Steve Kelley/Sean Grigsba/Jessica Wathor, RA-Jodi Harp/Vickie Schmidt, IC-Bill Grose; Sheriff Training Fund-RO-Steve Kelley/Sean Grigsba/Jessica Wathor, RA-Jodi Harp/Vickie Schmidt, IC-Bill Grose; Sheriff Grant Fund, RO-Steve Kelley/Sean Grigsba/Jessica Wathor, RA-Jodi Harp/Vickie Schmidt, IC-Bill Grose; Courthouse Security Fund-RO-Steve Kelley/Sean Grigsba/Jessica Wathor, RA-Jodi Harp/Vickie Schmidt, IC-Bill Grose; Federal JAG Grant, RO-Steve Kelley/Sean Grigsba/Jessica Wathor, RA-Jodi Harp/Vickie Schmidt, IC-Bill Grose; Sheriff Donations, RO-Steve Kelley/Sean Grigsba/Jessica Wathor, RA-Jodi Harp/Vickie Schmidt, IC-Bill Grose; District Attorney, RO-Brian Hermanson, RA-Julie Vap/Gail Brookshire, IC-Audrey Stone/Carla Duroy; County Clerk Lien Fee, RO-Tammy Reese/Patsy Leyva, RA-Holly Cline/Mary Ann Kirkendall, IC-Holly Cline/Mary Ann Kirkendall; Records Management & Preservation, RO- Tammy Reese/Patsy Leyva, RA-Holly Cline/Mary Ann Kirkendall, IC-Holly Cline/Mary Ann Kirkendall; Purchasing, RO-Tammy Reese/Patsy Leyva, RA-Holly Cline/Mary Ann Kirkendall, IC-Holly Cline/Mary Ann Kirkendall; Information Technology, RO-Tammy Reese/Patsy Leyva, RA-Holly Cline/Mary Ann Kirkendall, IC-Holly Cline/Mary Ann Kirkendall; County Clerk, RO-Tammy Reese/Patsy Leyva, RA-Holly Cline/Mary Ann Kirkendall, IC-Holly Cline/Mary Ann Kirkendall; Election Board, RO-Carol Leaming/Lacie Holman, RA-Maribeth Ratliff, IC-Maribeth Ratliff; Assessor, RO-Janell Leaming/Staci Belair/Amber Boyer, RA-Chandice Lawhon/Samantha Lewis, IC-Samantha Lewis; Visual Inspection, RO-Janell Leaming/Staci Belair/Amber Boyer, RA-Chandice Lawhon/Samantha Lewis, IC-Samantha Lewis; Visual Inspection Reimbursement, RO-Janell Leaming/Staci Belair/Amber Boyer, RA-Chandice Lawhon/Samantha Lewis, IC-Samantha Lewis; Treasurer, RO-Rhonda Stephens, RA-John Shwayat/Leah Stieber/Christie Hudson, IC-Christie Hudson; Resale, RO-Rhonda Stephens, RA-John Shwayat/Leah Stieber/Christie Hudson, IC-Christie Hudson; Mortgage Certification Fee, RO-Rhonda Stephens, RA-John Shwayat/Leah Stieber/Christie Hudson, IC-Christie Hudson; Kildare Fire Department, RO-Commissioners D#1/D#2/D#3/Tammy Reese, RA-Travis Harris/Bo Elam, IC-Charlie Brandon/Tommy Talkington. Motion carried: Kreger, aye; Jones, aye.

Motion was made by Kreger and seconded by Jones approving the following Resolutions for FY 2023-2024: Res#23, 24-1, Ponca City News being designated as the legal newspaper for publishing all legal notices and publications of Kay County; Res#23, 24-2, Renewing All Lease-Purchase Agreements; Res#23, 24-3, Workers' Compensation Premiums; Res#23, 24-4, Tort Liability and Automobile Insurance Premiums; Res#23, 24-5, Insurance Premiums; Res#23, 24-6, Court Fund Salaries; Res#23, 24-7, Overtime Work for City/School Elections; Res#23, 24-8, Building, Zoning, Safety, and Health Ordinances; Res#23, 24-9, County Sales Tax, JFA/PBA; Res#23, 24-10, Drug Court Transactions; Res#23, 24-11, Use Tax Funds, DA Hermanson questioned the percentage rate that was being used, it was stated the rate that was being used was from the Oklahoma Tax Commission; Res#23, 24-12, Zoning Ordinances; Res#23, 24-13, County Bridge and Road Funding; Res#23, 24-14, Cigarette Tax; Res#23, 24-15, Kay County Home Finance Authority Transactions; Res#23, 24-16, Telephone quote for purchases \$2,500.00-\$25,000.00; Res#23, 24-17, ARPA Funds; Res#23, 24-18, LATCF Funds; Res#23, 24-19, Opioid Settlement Funds. DA Hermanson approved as to form. Motion carried: Kreger, aye; Jones, aye.

Motion was made by Kreger and seconded by Jones approving the following Cash Fund Estimate of Needs and Request for Appropriations (Lapsed Balances 2023-2024): Highway-\$968,750.71, D#1-\$433,185.23, D#2-\$267,399.55, \$268,165.93; Highway-\$400,493.30, D#1-\$43,865.34, D#2-\$117,556.07, D#3-\$239,071.89; American Rescue Plan Act-\$4,290,660.33; Opioid Settlement-\$68,488.45; LATCF Grant-\$125,838.13; CBRI 105C-\$504,690.43; Treasurer's Mortgage Certification Fee-\$81,271.61; Treasurer's Resale-\$986,112.42; Visual Assessor Revolving-\$67,171.78; Sheriff Training-\$363.23; County Donation-\$15,118.69; Sheriff Grant-\$8,237.53; Sheriff Forfeiture-\$55,356.28; Sheriff Service Fee-\$142,530.31; County Clerk Records Management & Preservation Fee-\$287,280.97; County

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Clerk Lien Fee-\$118,062.37; Use Tax-\$5,384,170.18; Home Finance Authority-\$3,965.44; LEPC Grant-\$4,224.86; JAIBG Trash-\$3,014.94; Open Dump Reward-\$6,791.16; Adult Drug Court-\$46,082.75; Family Drug Court-\$92,419.31; Mental Health Court-\$68,586.73; Child Abuse Prevention-\$29,402.13; CSSP-\$1,230.72. Motion carried: Kreger, aye; Jones, aye.

The repeated (on the agenda) New Business item was not opened because it was opened on Item No. 15.

Motion was made by Jones and seconded by Kreger to recess (10:12 a.m.) until 11 a.m. Motion carried: Kreger, aye; Jones, aye.

Joint session with the Kay County Excise Board.

Chairman Jones read Resolution No. 22, 23-141, a resolution commending Kay County Treasurer Christy Kennedy for her 25 years of service in the Kay County Treasurer's office, nine years as an employee, and sixteen years as the Treasurer. The resolution also stated her accomplishments on the state level and her positions of leadership in local organizations. Officers thanked her for being a great leader for Kay County; she received a round of applause.

Motion was made by Kreger and seconded by Jones approving Resolution No. 22, 23-141 expressing gratitude to Kay County Treasurer Christy Kennedy for her distinguished and outstanding public service to Kay County. Motion carried: Kreger, aye; Jones, aye.

Motion was made by Kreger and seconded by Jones approving Resolution No. 22, 23-140 county officers' travel allowance as set forth in Senate Bill No. 951, to be effective July 1, 2023. Clerk Reese presented both boards with the Resolution and Senate Bill No. 951 language; she stated this was a law that was passed this past session, this was not something the county officers asked for. Motion carried: Kreger, aye; Jones, aye.

Kay County Applications for Temporary Appropriations for FY2023-2024: Each officer presented their estimate of needs to both boards. All officers requested a \$100 monthly increase for their employees, for officers, and the additional travel allowance (SB 951). Sheriff Kelley, Assessor Leaming, and Court Clerk Thornton stated they included in their estimate of needs for new hires. Treasurer-Elect Stephens said she asked for a significant increase in Maintenance because of restrictions on the use of funds in Treasurer Resale. (Note: The Estimate of Needs for 2023-2024 was heard, but not approved at this time).

DA Hermanson left the meeting to attend court.

Motion was made by Jones and seconded by Kreger approving Kay County Applications for Temporary Appropriations for FY2023-2024 approving 50% of last year's final approved budget on Kay County accounts and 100% on the following accounts: Insurance/Benefits, Assessor-Visual Inspection, Kay County Clerk Maintenance, and Kay County Free Fair. Motion carried: Kreger, aye; Jones, aye.

Motion was made by Jones and seconded by Kreger approving Financial Statement Resale Property Fund, June 30, 2023. Treasurer-Elect Stephens said the Treasurer's office is very conservative with these funds and she noted they are reserved and used for any unforeseen matters. Motion carried: Kreger, aye; Jones, aye.

There being no other business, motion was made by Jones and seconded by Kreger to adjourn at 11:38 a.m. Motion carried: Kreger, aye; Jones, aye.

Approved this 3rd day of July 2023.

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SHANE JONES, DIST#1, MEMBER

JASON SHANKS, DIST#2, MEMBER

JEFF KREGER, DIST#3, MEMBER

ATTEST:

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