

NOTICE OF REGULAR MEETING

BOARD OF COUNTY COMMISSIONER'S FOR ROGERS COUNTY, OKLAHOMA

PLACE: Rogers County Courthouse, 219 South Missouri, Room 1-109, Claremore, Oklahoma

DATE & TIME: Monday, July 19, 2010, at 9:00 O'clock A.M.

MINUTES

ITEM 1: CALL TO ORDER:

Chairman Kirt Thacker called the meeting to order at 9:01 A.M.

ITEM 2: ROLL CALL TO ESTABLISH QUORUM:

Determine that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act.

Chairman Kirt Thacker, Commissioner Dan DeLozier and Commissioner Mike Helm were present and quorum established.

ITEM 3: FLAG SALUTE:

Commissioner DeLozier led the salute and Pledge of Allegiance to the American Flag.

ITEM 4: PRAYER:

Commissioner Helm said a prayer.

ITEM 5: APPROVAL OF MINUTES: July 12, 2010

Commissioner DeLozier made a motion to approve the minutes from July 12, 2010, as presented with Commissioner Helm seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

ITEM 6: UNFINISHED BUSINESS: None presented.

ITEM 7: ZONING: None presented.

ITEM 8: PLATS:

1. Discussion with possible action on Approval/Disapproval of Final Plat of Greystone at Stone Canyon Phase I, being located in the S/2 of Section 36, Township 21 North, Range 14 East of the I.B.&M., Rogers County, according to the U.S. Government Survey, thereof – Developer: C.A.B.O. Development Co., LLC – District #2 - ***NOTE***this item was tabled from July 6, 2010, meeting***

No action taken.

ITEM 9: ROADS AND BRIDGES:

1. Discussion with possible action regarding Approval/Disapproval of Resolution #2010-65 the Board of County Commissioners direct that CBRI 105 funds from this account shall only be expended in accordance with Senate Bill 2713 for expenses relating to and for county bridges and roads; to include engineering, right-of-way acquisition, utility locations, bridge inspections, bridge repairs, bridge replacements, roadway repairs, roadway rehabilitation and roadway reconstruction – (Clerk)

Chairman Thacker explained SB 2173 became effective July 1, 2010, which transfers CBRI funds from ODOT to County Commissioners and changes how the money is distributed to the various counties of the state for deposit into the County Bridge and Road Improvement Fund, which is a new fund the Treasurer's Office will have to establish. Chairman Thacker made a motion to approve with Commissioner DeLozier seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

ITEM 10: CASH FUND ESTIMATE OF NEEDS AND REQUEST FOR APPROPRIATIONS:
None presented.

ITEM 11: TRANSFER OF FUNDS: None presented.

ITEM 12: UTILITY PERMITS:

1. Rural Water District #8, Rogers County – boring county road EW/530 east of Highway 88 in Section 36, Township 21 North, Range 16 East of the I.B.&M., Rogers County, Oklahoma, in District #3 – (D#3)

Chairman Thacker made a motion to approve with Commissioner Helm seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

ITEM 13: CLAIMS:

1. Salaries – Charidy Michalski – Rogers County Sheriff's Office - \$576.00 & \$351.60 – (Sheriff/Clerk)

Chairman Thacker made a motion to approve with Commissioner DeLozier seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

2. Attendant Care – None presented.

ITEM 14: BLANKET PURCHASE ORDERS:

1. Materials, Supplies, Parts, Groceries & Prescriptions –

District #3: Unifirst Holdings, Inc., \$400.00 – Chairman Thacker made a motion to approve with Commissioner Helm seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

2. Orders Exceeding Amount of Issuance – None presented.

ITEM 15: AGENDA ITEMS:

1. Discussion with possible action regarding Approval/Disapproval of Lease Purchase Agreement for Equipment (S.A.&I. 120-B(2001) by and between Board of County Commissioners of Rogers County, lessee and Keystone Equipment Company, Inc., lessor, through Welch State Bank on one John Deere 872G Motor Grader, serial #1DW872GXCA0630618, unit price \$241,063.00; Lease-Purchase price, \$262,851.60 with interest rate of \$3.41%; monthly payments = \$4,380.86 for District #3 – (Clerk)

Chairman Thacker reminded the county cannot go into debt, it is against the law; in order to buy equipment and free up the money to be able to use on the roads, bridges and project, the legislature has made it to where counties can lease-purchase equipment or rent it. Chairman Thacker made a motion to approve with Commissioner Helm seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

2. Open & Award Bid #537 – 2011 Truck Chassis & Cab – District #3 – (Clerk)

30 bid packets were mailed with 2 being returned undeliverable and 4 responses as follows: “No Bid” from Bob Hurley Ford; Jack Kisse Ford, Inc., \$76,998.00; Bob Hurley Ford, \$76,407.00; Jim Norton Ford, \$76,775.00 – Chairman Thacker made a motion to table awarding of this bid for one week (July 26th) to allow time to review all bids submitted with Commissioner Helm seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

3. Discussion with possible action regarding Survey for Rogers County Courthouse with estimates from Guy Engineering Services, Inc., and Payne Surveying Service, P.C. – (D#1)

Commissioner DeLozier reported he and Kim Reeve with BKL, Inc., met with Payne Surveying Service, Inc., about giving a quote on doing a survey for the new courthouse; and also with Guy Engineering Services, Inc.; Payne Surveying's quote is \$12,000.00 and Guy Engineering's quote is \$19,500.00.

Reeve explained both companies were provided with a scope-of-work; is familiar with Guy Engineering, has done several projects with them; not familiar with Payne Surveying, have not worked with them; scope-of-work is to survey the county property for the courthouse project and includes going into the storm sewers, because that is still uncertain on that issue; will also include coming back after the buildings are demolished and doing additional work, it is a 3-part survey; Payne Surveying does not have some of the software BKL operates with, which will require us to do a little additional work by technicians to put the information in the format we can use, which will not be an over-whelming issue, one to two days work for formatting; this is not something we will make an issue out of; Payne Surveying has a good reputation around the county and we believe he can perform the survey.

Chairman Thacker made a motion to hire Payne Surveying Service, P.C. with Commissioner DeLozier seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

Commissioner Helm inquired of Kim Reeve with BKL, Inc., now we are going to come back and have a survey done for the E911 Center? Reeve answered, they have always been two separate projects, because they are two separate locations and will require two separate surveys.

Assistant District Attorney, Barry Farbro, stated he has not seen the proposals submitted by Payne Surveying and recommends the county enter into an Independent Contractor's Agreement; our hiring today is subject to Payne Surveying entering into the county Independent Contractor's Agreement and Chairman Thacker agreed.

4. Discussion with possible action regarding adoption of job description and/or qualifications for the position of an E911 Administrator for Rogers County E911 Center **and** to amend advertisement originally approved on June 21, 2010, to be published – (D#1)

Commissioner DeLozier stated we need to amend the publication of the advertisement that was originally approved on June 21, 2010, to change the date applications must be completed and submitted no later than 4:30 PM CST on July 16, 2010, **to August 20, 2010**; the packet consists of the job description/qualifications and application; persons interested in applying should submit a resume and cover letter to the Rogers County Clerk's Office, 219 South Missouri, Room 1-104, Claremore, Ok 74017, or online at: www.rogerscounty.org. no later than 4:30 PM CST on August 20, 2010; the submittals will be looked over by the E911 committee members and the

committee will make a recommendation to the Board of County Commissioners the top three candidates; and the Board of County Commissioners will make the final decision; publication will be in the Claremore Daily Progress; county web site; web site addresses Kelly Deal has and Stan Brown has.

Commissioner DeLozier made a motion to approve with Chairman Thacker seconding the motion.

Commissioner Helm inquired of Mickey Perry, Claremore Police Chief, where will be put a E911 Administrator if they are hired, we have no place to put them. Perry replied, we have not decided on a place, yet; we have talked to Claremore Industrial Development Authority, look at land located at the Health Department and some other sites, but we need to determine a E911 Administrator so they can be working out the details with BKL on the building itself; develop Standing Operating Procedures; etc., it will be a ground-floor position, such as running a new business; hiring personnel, sight design; etc. Perry continued from his perspective and everything he has been told by the City of Claremore administration, we are in, there are some things about the retirement system and employees that we are going to have to work out when we are talking about 911 money, plus each entity possibly doing an Interlocal Cooperation Agreement.

Farbro questioned about which job description is the Board planning on using, the one Stan Brown is the sole author of; or the one that Stan Brown and Kelly Deal are co-authors of? Commissioner DeLozier replied, the one Stan Brown authored, except under qualifications, we are changing it to Bachelor's Degree and 5 years experience in emergency services communications (911 Center Operations) are preferred for this position; and eliminating preferred Masters Degree.

Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

5. Discussion with possible action regarding Approval/Disapproval of Authorization and Certificate of Authorized Representative of Authority and Form of Requisition to be sent to RCB Bank for payment to Claremore Daily Progress for publication costs of Notice of Presentation of Ordinance to close a portion of Missouri Street in the amount of \$123.90 – (DA/Clerk)

Commissioner DeLozier made a motion to approve with Chairman Thacker seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

6. Discussion with possible action regarding Approval/Disapproval of KellPro Software License and Maintenance Agreements for use of Inventory Tracking System Site with 1st Station, from July 1, 2010, to June 30, 2011, in the amount of \$1150.00 for District #1; District #2; District #3 and Rogers County Sheriff – (Clerk)

Commissioner DeLozier made a motion to approve with Chairman Thacker seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

7. Discussion with possible action regarding Rogers County Sheriff's Office policy regarding Use of Fuel Cards – (Sheriff)

Chairman Thacker stated Johnny O'Mara with the Sheriff's Office completed this policy request and Sheriff Walton signed off on. Commissioner Helm stated the Board asked for a policy on the use of the fuel cards, because we call them a credit card; and we asked for a policy preference of county barn to fuel card purchases. Commissioner Helm made a motion to approve the policy presented with Commissioner DeLozier seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

8. Discussion with possible action regarding Approval/Disapproval of Equitable Sharing Agreement and Certification fiscal year ending June 30, 2010 – (Sheriff)

Pam Rue with the Sheriff's Office explained this is required at the end of every fiscal year showing if we shared any monies with any other entities and we have not. Commissioner Helm made a motion to approve with Commissioner DeLozier seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

9. Acknowledgement for public record receipt of check #1377 from Grand Gateway Economic Development Association E-911 Services Fees for May 2010, collections in the amount of \$24,509.84 – (Clerk) – Acknowledged for public record only, no action taken.

10. Discussion with possible action regarding Approval/Disapproval of Reimbursement Form as per Resolution #2010-34 directing County Treasurer to deposit funds from Rogers County Assessor's Office in the amount of \$380.23; and Rogers County Sheriff's Office in the amount of \$6,488.99 for fuel reimbursement into District #3 one-cent sales tax fund for distribution – (Comm. Office)

Chairman Thacker made a motion to approve with Commissioner Helm seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

11. Discussion with possible action regarding Approval/Disapproval of Reimbursement Form as per Resolution #2010-34 directing County Treasurer to deposit funds from Rogers County Assessor's Office in the amount of \$72.27 for fuel reimbursement into District #1 one-cent sales tax fund for distribution – (Comm. Office)

Commissioner DeLozier made a motion to approve with Commissioner Helm seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

12. Acknowledgement for public record receipt of June, 2010, Activity Report for Rogers County Industrial Development Authority – (Clerk) – Acknowledged for public record only, no action taken.

ITEM 16: PUBLIC COMMENTS AND RESPONSES FROM BOARD MEMBERS: Limited to specific items on the Agenda that are listed and discussed at this meeting and limited in duration at the discretion of the Chairman -

Zack Stoycoff with the Claremore Daily Progress inquired about Item 15
Agenda Items #3.

ITEM 17: ANNOUNCEMENTS: None presented.

ITEM 18: NEW BUSINESS:

1. Consideration and possible action with respect to any other matters not know about or which could not have been reasonably foreseen prior to posting the agenda -
None presented.

ITEM 19: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:

(Materials, Supplies, Parts, Groceries & Prescriptions)***NOTE***see attached list of all claims that were approved for payment on Monday, July 19, 2010***Chairman Thacker made a motion to approve of all purchase orders presented from all departments with the exception of purchase order #100331 issued to Radio Shack for \$324.87 and request the County Clerk to ask for a explanation of the purchase and why, with Commissioner Helm seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

ITEM 20: RECESS OR ADJOURNMENT:

Commissioner DeLozier made a motion to adjourn the meeting with Chairman Thacker seconding the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried and the meeting adjourned at 10:29 A.M.

BOARD OF COUNTY COMMISSIONERS
ROGERS COUNTY, OKLAHOMA

By: _____
Peggy Armstrong, Rogers County Clerk

(SEAL)

Notice of said meeting was filed in the Office of the County Clerk on Thursday, July 15, 2010 , at 3:47 P.M. and posted on the Courthouse Bulletin Board; Outside the Commissioner's Meeting Room; on the Exterior Window at the Southeast Entrance and Front Door Entrances to the Courthouse; on the wheelchair ramp door; and on the county web site.