

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, June 20, 2011, at 9:00 O'clock A.M.

MINUTES

ITEM 1: CALL TO ORDER:

Chairman Dan DeLozier 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 Dan DeLozier, Commissioner Mike Helm and Commissioner Kirt Thacker were present and quorum established and determined that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act.

ITEM 3: FLAG SALUTE:

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

ITEM 4: PRAYER:

Commissioner Thacker said a prayer.

ITEM 5: APPROVAL OF MINUTES: June 13, 2011

Commissioner Helm made a motion to approve the minutes from June 13, 2011, as presented with Chairman DeLozier seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 6: UNFINISHED BUSINESS:

1. Discussion with possible action concerning request for the Rogers County Election Board to establish a separate web site which will be A.D.A. compliant – (D#3 Thacker/Election Board) - ***NOTE***this item was discussed at June 6, 2011, meeting***

Brett Williston, IT Director, reported according to the research he has done, and there are tools on-line to help you test to see if you are ADA Compliant; he has made the necessary changes to the images and we are complaint with 508; PDF files are also able to be read by a screen-reader; next step is to contact the local chapter of Blindness Foundation in Tulsa and ask for assistance; is still a work in progress. Discussion only, no action taken.

2. Discussion with possible action regarding Approval/Disapproval of Resolution #2011-34 to allow Rogers County Clerk's Office to continue microfilming Land Records as per Bid #404 awarded July 28, 2003, as per the bid contract until completion of project, renewal for the fiscal year 2011-2012 – (Clerk) - ***NOTE***this item was tabled from June 13, 2011, meeting***

Peggy Armstrong, Rogers County Clerk, requested this item be tabled until further notice to allow time for the vendor to review a contract that was drafted regarding Bid #404 on microfilming. Commissioner Thacker made a motion to table this item until further notice with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 7: ZONING:

1. Discussion with possible action regarding Approval/Disapproval of Re-Appointment of Dan Johnston to the Rogers County Board of Adjustment for a 3-year term from June 20, 2011 to June 20, 2014 – (D#2 Helm/Planning Commission) ***NOTE***see Item 2 for Board action.

2. Discussion with possible action regarding Approval/Disapproval of Re-Appointment of Lynn Vandeventer to the Rogers County Board of Adjustment for a 3-year term from June 20, 2011, to June 20, 2014 – (D#2 Helm/Planning Commission)

Commissioner Helm reported Magan Green, Planning Commission Director, contacted him regarding re-appointment of Dan Johnston & Lynn Vandeventer to the Rogers County Board of Adjustment for a 3-year term; both members are willing to serve again and have been assets to the Board.

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

ITEM 8: PLATS: None presented.

ITEM 9: ROADS AND BRIDGES:

1. Discussion with possible action regarding Approval/Disapproval of Resolution #2011-48, whereas, Rogers County Board of County Commissioners have entered into a Contract Agreement(s) with the Oklahoma Cooperative Circuit Engineering Districts Board for certain road and bridge construction projects, and the expiration date of the Contract Agreement(s) is the 30th day of June, 2011, unless it is renewed in the manner provided in said Contract Agreement(s), and it is the desire of the Board of County Commissioners to extend the Contract Agreement(s) until the 30th day of June, 2012, for the following described project(s) and reasons(s):

- Project Number: ETRCB1-66-2(02)10
- Project Number: ETRCB1-66-2(03)10
- Project Number: ETRCB1-66-2(04)10
- Reasons for renewal: the budget will be finalized after October 31, 2011

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

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

ITEM 11: TRANSFER OF FUNDS:

1. Sheriff's Jail Account: part-time salaries \$1,973.26; travel \$597.04; Board of Prisoners \$5,000.00; Medical expenses \$15,000.00; vehicle maintenance \$2,400.00 and capital outlay \$2,656.78 to salaries - \$27,627.08 –

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

2. Health Department salaries to M&O - \$70,286.05

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

Commissioner Helm inquired of David Iski, Assistant District Attorney, if he had researched whether or not the Board of County Commissioners should be approving documents from the Rogers County Health Department, since they have their own authority? Iski replied he was still researching.

ITEM 12: UTILITY PERMITS:

1. Chelsea Gas Authority – boring NS/4200 county road approximately 795 feet North of intersection of EW/420 county road lying between Sections 5 & 6 of Township 22 North, Range 17 East of the I.B.&M., Rogers County – (D#1 DeLozier)

Chairman DeLozier stated he reviewed the utility permit and made a motion to approve with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

2. A T & T – trenching & boring starting at the NW/4 of Section 2, Township 20 North, Range 16 East, set Electronic cabinet and place fiber optic, trench and bore North in SE/4 of Section 34, Township 21 North, Range 16 East of the I.B.&M., to existing fiber handhole located off Peterson Road and NS/4170 county road in District #3 – (D#3 Thacker)

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

3. TDS Telecom, 525 Junction Drive, Madison, WI 53717 – trenching, pushing, & boring parallel to county road NS/4210 located within Sections 16, 21, 28 & 29 of Township 19 North, Range 17 East of the I.B.&M., Rogers County, in District #3 – (D#3 Thacker) ***NOTE*** This item was tabled from May 31, 2011, meeting***

Commissioner Thacker reported District #3 determined on June 13, 2011, the utility permit needed to be declined because a sewer line was being installed in the exact location; tried to contact applicant several times by phone; left a voice mail informing them the utility permit would be declined.

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

Commissioner Helm requested Iski draft a letter to all utility permit companies and/or applicants regarding the county's permitting process; Iski stated that would be a letter the Board could draft on their own letterhead.

ITEM 13: CLAIMS:

1. Salaries – None presented.
2. Attendant Care – None presented.
3. Detention Transportation Claim to State of Oklahoma Office of Juvenile

Affairs for May 2011 in the amount of \$1958.52 –

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

ITEM 14: BLANKET PURCHASE ORDERS:

1. Materials, Supplies, Parts, Groceries & Prescriptions –
2. Orders Exceeding Amount of Issuance –

District #3: Tri Star Roll-Offs - \$1,800.00 – Commissioner Thacker made a motion to approve the blanket purchase order as presented with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 15: GRANTS: None presented.

ITEM 16: AGENDA ITEMS:

1. Discussion with possible action regarding Travelers Insurance Policy for fiscal year 2011-2012 – (A.D.A. Iski)

Dave Burrows with The Burrows Agency presented an insurance proposal through Travelers Companies; \$342,011.00 quote with terrorism coverage included; \$340,076.00 quote without terrorism coverage; the \$340,076.00 does include coverage for Criminal Justice Authority property/liability/vehicle \$26,211.00; discussed some methods of helping minimize potential losses as recommendations.

Commissioner Helm made a motion to approve Traveler's Insurance Policy for fiscal year 2011-2012 without terrorism coverage of \$340,076.00 with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

2. Discussion with possible action regarding Presentation by Brock Abercrombie with Standley Systems – (D#3 Thacker) –

Brock Abercrombie, Account Manager with Standley Systems, with an office located 433 East Will Rogers Blvd, Claremore, Ok and 111 West 5th Street, Suite 110, Tulsa, Ok, reminded the Board Standley Systems was chosen by the Oklahoma State Department of Central Services as the major vendor for copiers and multifunction equipment for the State of Oklahoma; discussion only, no action taken.

3. Open & Award Bid #547 – Jail SOMS Software – (record keeping)

5 bid packets were mailed with 3 being returned as follows:

- M & M Micro Systems, Inc. - \$33,375.00
- Blu Horse - \$46,500.00
- PTS Solutions, Inc. - see bid for complete list of pricing

Pam Rue, deputy Sheriff's Office requested the Board to table awarding of this bid for one week to allow Sheriff to review bids submitted.

Commissioner Thacker made a motion to table awarding of Bid #547 for one week (June 27, 2011) to allow for review of bids submitted with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

4. Open & Award Bid #548 – New Guardrail Cable with installation –

15 bid packets were mailed with 4 responses received as follows:

- Action Safety Supply Co. - \$11.00 per linear foot - \$2,400.00 each terminal anchor section –
- MidState Traffic Control, Inc. - \$20.00 per linear foot - \$3,000.00 each terminal anchor section –
- Time Striping, Inc. - \$25.00 per linear foot - \$2,500.00 each terminal anchor section-
- JLT Contracting, LLC - \$35.00 per linear foot - \$4,500.00 each terminal anchor section –

Chairman DeLozier made a motion to accept the low bid of Action Safety Supply Co. with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

5. Open & Award Bid #549 – New Guardrail -

15 bids packets were mailed with 4 responses received as follows:

- Time Striping, Inc. - \$21.00 per linear foot –
- MidState Traffic Control, Inc. - \$25.25 per linear foot - \$50.00 each type 1 end shoes-
- Action Safety Supply Co. - \$22.50 per linear foot - \$61.00 each type 1 end shoes –
- JLT Contracting, LLC - \$32.50 per linear foot - \$100.00 type 1 end shoes –

Commissioner Thacker made a motion to accept the low bid of Time Striping, Inc. with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

6. Discussion with possible action regarding publication of Commissioners Proceedings for fiscal year 2011-2012 – (D#1 DeLozier)

Peggy Armstrong, Rogers County Clerk, reported publishing in two newspapers each monthly was costly the county roughly \$40,000.00; Armstrong received a phone call from Martha Brock with Inola Independent requesting the county keep publishing in two newspapers the Commissioner's proceedings; discussion was held regarding pros and cons.

Commissioner Helm made a motion to publish the Commissioner's proceedings in the Claremore Daily Progress only with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

7. Discussion with possible action regarding Approval/Disapproval of Authorization and Certificate of Authorized Representative Authority and Form of Requisition to be sent to RCB Bank for payment request on Invoice No. Thirteen (13) from BKL, Inc., for bidding and contract award phase in connection with the Rogers County Courthouse and E911 Facility, Claremore, Oklahoma, in accordance with Agreement dated January 19, 2010, BKL Project No. 533,

in the amount of \$28,200.00 – (Comm. Office)

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

8. Discussion with possible action regarding Approval/Disapproval of Renewal of Cooperative Agreement between U. S. Department of Agriculture APHIS-Wildlife Services, Oklahoma Department of Agriculture, Food & Forestry and Board of County Commissioners for fiscal year 2011-2012 in the amount of \$2,400.00 – (D#1 DeLozier)

Chairman DeLozier reported District #1 has used these trapper services several time during the year and felt it was very beneficial to Rogers County; Commissioner Helm and Commissioner Thacker agreed.

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

9. Discussion with possible action regarding Approval/Disapproval of Juvenile Contract between Western Plains Youth & Family Services, Inc., and Rogers County for services at Beckham County Regional Juvenile Detention Center for fiscal year 2011-2012 in the amount of \$29.35 – (Comm. Office) –

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

10. Discussion with possible action regarding Approval/Disapproval of Resolution #2011-45 and Reimbursement Form directing County Treasurer to deposit funds from ACME Brick Company in the amount of \$3,000.00 into One-Cent Sales Tax Fund for distribution for District #2 – (Comm. Office)

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

Commissioner Helm rescinded his motion to approve with Chairman DeLozier rescinding his seconding of the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

Needed to be deposited into T-Highway account new sub account instead of One-Cent Sales Tax Fund

11. Discussion with possible action regarding Approval/Disapproval of Resolution #2011-46 and Reimbursement Form directing County Treasurer to deposit funds from Mike Graham Auctioneers in the amount of \$49,611.00 into One-Cent Sales Tax Fund for distribution for District #1 – (Comm. Office)

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

12. Discussion with possible action regarding Approval/Disapproval of Reimbursement Forms per Resolution #2010-34 directing County Treasurer to deposit funds from Sheriff's Office for fuel reimbursement in the amount of \$2,610.80 into One-Cent Sales Tax Fund for distribution for District #1 and the amount of \$762.69 for District #2 – (Comm. Office)

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

13. Discussion with possible action regarding Approval/Disapproval of Reimbursement Form as per Resolution #2010-36 directing County Treasurer to deposit funds from Town of Oologah in the amount of \$1,272.33 and Oologah Municipal Authority in the amount of \$73.13 into One-Cent Sales Tax Fund for distribution for District #2 – (Comm. Office)

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

14. Discussion with possible action regarding Approval/Disapproval of Resolution #2011-47 designating County Depository Banks for fiscal year 2011-2012 – (Treas.)

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

15. Discussion with possible action regarding Approval/Disapproval of Lease Purchase Agreement for Equipment by and between Board of County Commissioners and Kirby-Smith on 2011 Komatsu WA25-6 Loader, sn#KM11749 with unit price of \$166,935.00; lease-purchase price of \$183,459.00; monthly payments of \$3,057.57 as per Bid #542 for District #3 through Welch State Bank – (D#3 Thacker)

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

ITEM 17: 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 – None presented.\

ITEM 18: ANNOUNCEMENTS:

Commissioner Thacker announced he would have an agenda item next week regarding appointment of Dean Tyler to the Rogers County Board of Adjustment for a 3-year term.

ITEM 19: 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 20: 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, June 20, 2011***Commissioner Thacker
made a motion to approve payment of all purchase orders submitted for payment from all departments
with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye.
Motion carried.

ITEM 21: RECESS OR ADJOURNMENT:
Chairman DeLozier made a motion to adjourn the meeting with
Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye.
Motion carried and meeting adjourned at 11:20 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, June 16, 2011, at 3:48 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.