

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: Tuesday, July 5, 2011, at 9:00 O'clock A.M.

MINUTES

ITEM 1: CALL TO ORDER:

Chairman Dan DeLozier called the meeting to order at 9:00 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 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 27, 2011 and June 30, 2011

Commissioner Helm made a motion to approve the minutes from June 27, 2011 and June 30, 2011, as presented with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 6: UNFINISHED BUSINESS:

1. Award Bid #350 – Janitorial Services for Rogers County Health Dept.

NOTEBid was opened on June 27, 2011***

Letter presented from Mary Beth Murray, Director of Rogers County Health Department recommended accepting bid from Crossroads Commercial Cleaning Corporation as the lowest bidder.

Commissioner Helm made a motion to accept the low bid of Crossroads Commercial Cleaning Corporation for \$1,165/monthly per recommendation of the Rogers County Health Department with Chairman DeLozier seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 7: ZONING: None presented.

ITEM 8: PLATS:

1. Discussion and possible action of a request by Conine Realty Advisor, Inc., construction project to be known as Claremore Village Senior Citizens Affordable project for a Resolution #2011-58 of local support pursuant to OK ADC 330:36-4-2(b) (4) –(ADA Iski)

Attorney Mack Greever along with Kent Conine, developer and builders Ken Kline and Lynn Freeman were present at the meeting.

Assistant District Attorney, David Iski, explained Oklahoma Housing Finance Authority (OHFA) requires under Administrative Procedures Act for the Claremore Village Senior Citizens Affordable project to seek a resolution of approval from the Board of County Commissioners; applicants must provide documentation of official local support for the development by the jurisdiction within which the proposed development is located at the time of application; the required documentation must be in the form of a resolution duly adopted by the local governing body and must be in a form that shall be subject to approval by OHFA; if there are any conditions in the resolution, OHFA may exercise its discretion to contact the governing body to ascertain the potential impact of the conditions. Greever concurred.

Conine, Kline & Freeman gave a brief description of their plans of the development.

Commissioner Helm expressed concerns over local government agency being in support of affordable housing and development; but final decision for tax credits comes from Oklahoma Housing Finance Authority; discussions continued regarding tax credits.

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

Commissioner Thacker stated he has concerns over this particular area where the development is to take place; concerns over traffic; does not feel is the highest and best use of the land; citizens in area are not liking the development in their area; getting plat through is going to be a lot tougher.

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

NOTECommissioner Helm stated under Item 17 Public Comments, that while he was a member of the City of Owasso City Council, he never voted in favor of giving tax credits and did not want to start now***

ITEM 9: ROADS AND BRIDGES:

1. Discussion with possible action regarding Federal Project Agreement Project No. BRO-166D(139)CI Bridge and Approach over Dog Creek (aka Panther Creek) approximately 0.6 miles south and 3.2 miles east of State Highway 20 and I-44 Junction – (D#3 Thacker)

John Blickensderfer with Guy Engineering explained Oklahoma Department of Transportation sent documents showing the funding breakdown as discussed in the CIRB meeting, the Circuit Engineering District is awarding District #3 some CIRB funds to this project; overall project cost is \$502,482.00; with BR funding being \$175,869.00 and CIRB funds of which the CED District agreed to \$112,876.00 ; which leaves a balance of local funds \$214,022.00; in accordance with the county's 5-year plan and the agreement between the Commissioner's on rotating the money each year, that money would come out of your CBRI 105 account.

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

2. Discussion with possible action regarding Guy Engineering Services proposing to provide on-call engineering services for Rogers County for the period July 1, 2011 thru June 30, 2012, for a not-to-exceed fee of \$9,500.00 – (Comm. Office)

John Blickensderfer with Guy Engineering, reminded the Circuit Engineering District has removed on-call services from their contract; numerous counties have expressed interest in having an engineering company on an on-call basis; will bill by the hour; counties needs the expertise of an engineer when needed; this letter is regarding this process.

Iski had not reviewed the letter and recommended Guy Engineering present a contract with a breakdown of their hourly costs.

Commissioner Helm made a motion to table this item until further notice 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: None presented.

ITEM 12: UTILITY PERMITS: None presented.

ITEM 13: CLAIMS:
1. Salaries – None presented.
2. Attendant Care – None presented.

ITEM 14: BLANKET PURCHASE ORDERS:

1. Materials, Supplies, Parts, Groceries & Prescriptions –
Assessor: District #3 Warehouse, \$400.00; Route 66 Car Wash, \$100.00; Speed Lube, \$150.00; and Imperial Coffee, \$250.00 – District #1: R & S Auto Parts, \$600.00; O'Reilly Auto Parts, \$600.00; County Building Center, \$100.00; and Tri-Star Roll-Offs, \$1,050.00 – E911 Addressing: Froman Oil, \$200.00 – Emergency Management: Froman Oil, \$200.00 and Comdata Mastercard, \$300.00 – District #3: R & S Auto Parts, \$500.00; Tri-Star Roll-Offs, \$1,800.00; and Lowes, \$300.00 – Sheriff: Speedy Lube, \$500.00; Froman Oil, \$1,000.00; Comdata Mastercard, \$14,000.00; District #2 Warehouse, \$1,000.00; District #1 Warehouse, \$3,000.00; Medical Compliance Specialty, Inc. \$400.00; St. Francis Lab, \$1,200.00; PHS Mobile X-Ray, \$600.00; Diamond Medical Supply, \$500.00; Diamond Drugs, Inc., \$6,000.00; Correctional Dental Services, \$2,000.00; Sysco Foods, \$7,000.00; Bimbo Bakeries, \$1,400.00; Farmers Bros. Coffee, \$300.00; Warehouse Market, \$350.00; Sysco Foods, \$3,200.00 – Commissioner Helm made a motion to approve the blanket purchase orders as presented with Chairman DeLozier seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

2. Orders Exceeding Amount of Issuance – None presented.

ITEM 15: GRANTS: None presented.

ITEM 16: AGENDA ITEMS:

1. Discussion with possible action regarding builders risk policy insurance for Courthouse Building Project – (D#1 DeLozier)

Chairman DeLozier reported Burrows Agency had been contacted to get quotes regarding builders risk insurance.

Dave Burrows with Burrows Agency presented three (3) renewal comparison policies for term of June 2011 through February 2012 (20 month premiums); comparisons from Hartford; Travelers and Zurich were presented; discussions on deductibles and premiums from each

company; Burrows recommended Hartford because of premium price; reminded Traveler's is familiar with Rogers County's operation already.

Commissioner Helm made a motion to accept Travelers with Commissioner Thacker seconding the motion.

Discussions held regarding whether or not the premiums included the E911 Center.

Commissioner Helm made a motion to rescind his motion to accept Travelers with Commissioner Thacker rescinding his seconding of the motion.

Chairman DeLozier made a motion to table for one week (July 11, 2011) with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

2. Discussion with possible action regarding acquiring engineering report on temporary courthouse parking – (D#1 DeLozier)

Chairman DeLozier reported the City of Claremore has a requirement for an engineering study/report on drainage to be done on the temporary courthouse parking lots; DeLozier has contacted Brian Kellogg with Kellogg Engineering and Valerie Rogers; both have worked with the City of Claremore on several different projects and are familiar with what they require; costs are unknown at this time; still gathering information.

Commissioner Helm made a motion to authorize Chairman DeLozier to negotiate for an engineering study/report with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

3. Discussion with possible action regarding Invoice # One (1) from BKL, Inc. in the amount of \$19,800.00 for professional services provided for Architect and Engineering Design of the Geothermal System for the new Rogers County Courthouse – (D#2 Helm)

Commissioner Helm explained this invoice was sent to Rogers County by Billy C Knowles, AIA, NCARB with BKL, Inc., regarding Energy Efficiency & Conservation Block Grants in the amount of \$339,000.00 for geothermal systems for the new Rogers County courthouse project; invoice is to be presented to U. S. Department of Energy for payment; total architectural & engineering fees is \$33,000.00; 60% completed of \$33,000.00 is \$19,800.00 of which is the invoice amount due; monies are to be paid out of grant.

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

4. Discussion with possible action regarding Service Agreement by and between KellPro, Inc. and the Board of County Commissioners of Rogers County on behalf of Rogers County Clerk's Office for the creation and maintenance of a web site for the purpose of publishing the County Clerk's Office data records, watermarked images and images for fiscal year 2011-2012 – (Clerk)

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

5. Discussion with possible action regarding Renewal of Agreement between CERTIFIED Water and Energy Program and Board of County Commissioners of Rogers County for fiscal year 2011-2012 – (Comm. Office)

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

6. Discussion with possible action regarding Approval/Disapproval of Maintenance/Service Agreements by and between Owasso Copier Services and Rogers County on behalf of OSU Extension; Treasurer's Office; County Clerk's Office; District #1 County Warehouse; District #2 County Warehouse; District #3 County Warehouse; Assessor's Office; Commissioners Office; Planning Commission, for fiscal year 2011-2012 – (Clerk)

Chairman DeLozier made a motion to approve 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 KellPro Software License and Service Agreement by and between KellPro, Inc., and Rogers County District #1 and Rogers County District #3 for fiscal year 2011-2012 – (D#1 DeLozier & D#3 Thacker)

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 Rental Agreement JD Young/Think Health Systems and Board of County Commissioners on behalf of Rogers County Assessor's Office for water purification machine for fiscal year 2011-2012 – (Assessor Marsh)

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 Detention Services Agreement by and between Cleveland County Regional Juvenile Detention Center, operated by Communityworks and Board of County Commissioners for fiscal year 2011-2012 in the amount of \$21.54 a day per child – (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.

10. Discussion with possible action regarding Approval/Disapproval of County Clerk's Cash Book and Summary Report for June, 2011 – (Clerk)

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

11. Discussion with possible action regarding Financial Statement of Resale Property Fund within County Treasurer's Office pursuant to Title 68 O.S. § 3137 – (Treasurer)

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

12. Discussion with possible action regarding Independent Contractor Agreements by and between Board of County Commissioners of Rogers County and Darryl Reed; Lynn Robinson; Robyn Harris; Celene Windle; Fran Hrdlicka; Jo Ann Ramirez; Charles McCaskey (C & M Landscape) on behalf of Rogers County Health Department for fiscal year 2011-2012 – (H.D.)

Commissioner Thacker 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 Proposal by Morrow Mechanical, Inc., for necessary labor and materials needed for repairs to courthouse cooling system – (Maint.)

Earl Hensley, Maintenance Director, reported he had acquired a proposal from Morrow Mechanical, Inc., to replace a 3-way water valve and actuator which controls the cooling system for the north side of the 2nd floor; and repairing air lines on two controls air veins on air handler; work will be conducted after hours because air handler cannot be in use at time of repair.

Commissioner Helm made a motion to approve with Commissioner Thacker 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 -

Commissioner Helm commented regarding Item 8 Plats, while serving on the City of Owasso City Council, he never supported tax credits and never will; that is why he voted no on approval of resolution.

ITEM 18: ANNOUNCEMENTS: None presented.

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***Commissioner Thacker made a motion to approve payment of all purchase orders from all departments as submitted with the exception of purchase order #'s 108637; 108639; 108633; 108773; 109163; 108870; 108871; and 108875 to be sent back to officers/departments for further explanations 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 30, 2011, at 3:56 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.