

**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 11, 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: July 5, 2011

Commissioner Thacker made a motion to approve the minutes from July 5, 2011, as presented with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 6: UNFINISHED BUSINESS:

1. Discussion with possible action regarding builders risk policy insurance for Courthouse Building Project – (D#1 DeLozier) - \*\*\*NOTE\*\*\*this item was tabled from July 5, 2011, meeting\*\*\*

Assistant District Attorney, David Iski, explained Dave Burrows with Burrows Agency was taking another look at the \$ numbers and to see if the quotes included the Courthouse project and E911 Center together or was this a quote for just the Courthouse project; Flintco has expressed it is common-place for them to do a project one at a time, then when another project starts you add a rider to the original policy; each project has its own time period also.

Commissioner Helm made a motion to accept the Traveler's premium based upon their history and past experiences with Rogers County without terrorism \$31,166.00 with deductible \$5,000/\$10,000. Commissioner Thacker seconded the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 7: ZONING: None presented.

ITEM 8: PLATS: None presented.

ITEM 9: ROADS AND BRIDGES: None presented.

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

ITEM 11: TRANSFER OF FUNDS:

1. District #3 Unrestricted Highway M&O to capital outlay - \$10,000.00
2. District #3 Unrestricted Highway M&O to employee travel - \$1,500.00

Commissioner Thacker made a motion to approve Items 1 & 2 under Transfer of Funds as presented with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

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 –  
District #3: Lowe's, \$300.00 and Health Dept.: Claremore Physicians Immediate Care, \$400.00 – Chairman DeLozier made a motion to approve the blanket purchase

orders as presented with Commissioner Thacker 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 presentation by consultation management firms for E911 Center – (D#2 Helm)

- AECOM
- Kimball Group

Nathan D. McClure, ENP, Associate Technology Solutions with AECOM stated he would be the project lead and Mike Dye, would be project manager; discussed experience, project approach, project process, managing the project, design issues, project results.

Commissioner Helm inquired if AECOM had experience with an architect already in place and McClure answered, yes, Ingham County, MI, is in progress now.

Commissioner Helm asked, how do you define a price for your services? McClure answered, we will draft a scope-of-work based on our understanding of what you want us to do and discuss the issue until it is where you want it to be; then we will figure a price based upon that.

Iski recommended using an Independent Contract Agreement and setting the limits of the project; is still researching where funds can be used from to pay for a consultant, there are several different E911 funds to look at; general fund is an option also.

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

2. Discussion and possible action giving one Commissioner authority to decide day-to-day construction activity dealing with the building of the new Rogers County Courthouse – (D#1 DeLozier/Iski)

Iski reported there is an Owner's meeting every Thursday at 10:00 a.m. with Flintco; Flintco and Kim Reeve, architect, mentioned there are different points in the project where they need a go, no go, answer from the owner; from past experiences, they are requesting a designated go-to person on a day-to-day basis to avoid having to call a meeting every single time.

Commissioner Helm made a motion to designate Chairman DeLozier and give him authority to decide day-to-day construction activity dealing with the building of the new Rogers County Courthouse with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

3. Presentation by Program Management Group for management service for new Courthouse Project – (D#1 DeLozier/Iski)

Kirby Crowe, Owner/Managing Director and Bill Savage, Director of Business Development were present at the meeting; Crowe discussed Program Management Groups team, experience, and references; have previous work experience with Flintco; are absolutely independent and represent the owners, the County Commissioners.

Commissioner Helm asked, how soon could you get a contract together for the Board to consider and price? Crowe answered, by next Monday; and price depends on what services you need; typically we work on an hourly basis not to exceed; can do a retainer, but prefers not too; likes to become familiar with the project in advance.

Discussion only, no action taken.

4. Discussion with possible action regarding Approval/Disapproval of Membership Fees for Grand Gateway Annual Membership for fiscal year 2011-2012 in the amount of \$4,000.00 – (D#2 Helm)

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

5. Discussion with possible action regarding Approval/Disapproval of KellPro Software License and Service Agreement by and between KellPro, Inc., and Rogers County District #2 for fiscal year 2011-2012 – (D#2 Helm)

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

6. Discussion with possible action regarding Detention Services Agreement by and between Craig County Detention Center and Board of County Commissioners for fiscal year – (Comm. Office)

Iski stated this item was placed on the agenda in error and requested striking from the agenda. Item stricken.

7. Discussion with possible action to enter Executive Session for the purpose of discussing the purchase of real property, as authorized by Title 25 O.S. § 307 (D) – (D#1 DeLozier)

Chairman DeLozier made a motion to enter Executive Session and adjourn Regular Session with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried and the Board adjourned Regular Session and entered Executive Session at 9:51 a.m. with Assistant District Attorney, David Iski; County Clerk, Peggy Armstrong and Jeanne Heidlage, District #1 Commissioner's Assistant.

8. Motion and vote to adjourn Executive Session and enter Regular Session –

Chairman DeLozier made a motion to adjourn Executive Session and enter Regular Session with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried and the Board adjourned Executive Session and entered Regular Session at 10:06 a.m.

9. Discussion with possible action regarding the purchase of real property, as authorized by Title 25 O.S. § 307 (D) –

Commissioner Thacker made a motion to authorize Commissioner DeLozier to negotiate price up to dollar amount as discussed in Executive Session 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: 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 -

Bob Anderson, Emergency Management Director, provided the Board with information regarding deteriorating weather circumstances and based upon actions that are being considered by other counties adopting burn bans; Anderson will contact the entities involved and go through a checklist and see if the criteria is there to make the determination to call for a burn ban in Rogers County.

Commissioner Helm made a motion to authorize Chairman DeLozier to decide if Rogers County needs to call for a burn ban based upon the information provided to him by Emergency Management Director with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 20: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:  
(Materials, Supplies, Parts, Groceries & Prescriptions)\*\*\*NOTE\*\*\*see attached list of claims paid for Monday, July 11, 2011\*\*\*

Ron Burrows with the Rogers County Fair Board answered questions of the Board regarding purchase order #'s 108870 and 108871 to Claremore Convention & Visitors Bureau for \$427.09 and \$3,750.00 and 108875 issued to Reasor's for \$113.39.

Jerry Smittle, Sheriff Administrative Assistant, explained purchase order 108773 issued to Pafford EMS for \$852.00 and Claremore Regional Hospital for \$2,000.00 have a claim reported to Worker's Comp, but Sheriff was trying to keep workers comp costs down and decided to pay these two claims from the Sheriff's budget instead of turning into Worker's Comp; Purchase order 109163 to Valley View Regional Hospital for \$599.95 also has a claim filed with Worker's Comp, but Sheriff decided to pay claim also.

Commissioner Thacker made a motion to approve payment of all purchase orders submitted from all departments for payment with the exception of purchase order #109163 issued to Valley View Regional Hospital for \$599.95 and claim be sent to Worker's Comp for payment since it involved an elbow of a deputy 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 11:27 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 7, 2011, at 3:29 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.*