

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

ITEM 3: PLEDGE OF ALLEGIANCE:

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

ITEM 4: INVOCATION:

Commissioner Helm said a prayer.

ITEM 5: APPROVE/DISAPPROVE MINUTES: July 11, 2011

Commissioner Helm made a motion to approve the minutes from July 11, 2011, as presented with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 6: UNFINISHED BUSINESS:

1. Discussion with possible action regarding proposal from Program Management Group with contract for program management services for Courthouse and E911 Projects – (D#1 DeLozier/Iski) ***NOTE***presentation was made regarding this item on July 11, 2011, meeting***

Kirby Crowe, Owner/Managing Director of Program Management Group, presented a proposal to the Board regarding three levels of owner's representative services for the completion of the project; Option A (as-needed); Option B (ongoing) and Option C (expanded) for Courthouse and E911 Projects; estimate of fees to review contract documents and become familiar with project \$8,700.00 and estimate of fees for remainder of Initial Eight Week Service Period \$17,000.00 on Courthouse Project. Estimate of fees for the Initial Eight Week Service Period \$6,300.00 on E911 Response Center; discussions held.

Commissioner Helm made a motion to approve Options A, B & C on proposal for Courthouse and E911 Projects as presented with Commissioner Thacker seconding 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:

1. Discussion with possible action regarding following items:

A. CED #1 (Circuit Engineering District) Materials Request Form on behalf of District #2 – (D#2 Helm)

Commissioner Helm reported this is just a request to get on the waiting-list; discussed whether the request could be on behalf of all of Rogers County since the CED is meeting next week. Commissioner Helm made a motion to approve with Chairman DeLozier seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

B. Independent Contractor Agreement with Guy Engineering Services, Inc., for Rogers County to acquire engineering services on an On-Call basis – (Comm. Office) ***NOTE***this item was tabled from July 5, 2011, meeting***

Discussions held regarding engineering services being exclusive by Guy Engineering Services, Inc., or could another engineer be used for different project, does this agreement exclusively hold Rogers County to Guy Engineering Services, Inc.

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

C. **Corrected** CED #1 (Circuit Engineering District) Used Beam Request Form and Steel Beam Transfer Form to replace Bridge 18 on EW32 Road over Pryor Creek in District #1 – (D#1 DeLozier) - ***NOTE***originally approved on February 28, 2011***

Chairman DeLozier reported when the beam request form and transfer form was approved by the Board on February 28, 2011, the wrong bridge number and beam depth was used; needs to be corrected.

Chairman DeLozier made a motion to approve the Corrected CED#1 Used Beam Request Form and Steel Beam Transfer Form as presented with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

D. Resolution #2011-60 Approving County Commissioner District Boundaries – (D#2 Helm)

Discussions held regarding Resolution #2011-60 approving County Commissioner District boundaries; resolution included the County Commissioner Districts having populations and meeting the criteria as listed on resolution; Resolution #2011-60 was not the correct resolution the Board needed to be acting upon; resolution needed to be approval by Board to redistrict County Commissioner's Districts based upon Current Census Data as per Title 19 O.S. § 321; Assistant District Attorney, David Iski, recommended the Board table for one week (July 25, 2011) for further review.

Commissioner Thacker made a motion to table this item for one week (July 25, 2011, with Chairman DeLozier 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. District #3 One Cent M&O to capital outlay - \$113,000.00

Commissioner Thacker reported this transfer was to purchase a boom axe for District #3 and made a motion to approve with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 12: UTILITY PERMITS:

1. A T & T – trenching & boring – starting approximately 1330 feet north of the SE/corner of Section 14, Township 21 North, Range 15 East; bore from Section 14 into Section 13, Township 21 North, Range 15 East; thence south approximately 70 feet; then east into The Woodlands at Westin Park in District #3 – (D#3 Thacker)

Discussions held regarding the location of The Woodlands at Westin Park and if a preliminary plat had been discussed and approved by the Board.

Commissioner Thacker made a motion to table this item for one week (July 25, 2011) with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

2. Rural Water District #3, Rogers County – boring county road EW/390 Road being a part of the W/2 of the SW/4 of Section 19, Township 23 North, Range 17 East of the I.B.&M., Rogers County, in District #1 – (D#1 DeLozier)

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

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 June 2011, in the amount of \$1,714.89 –

Commissioner Thacker made a motion to approve #3 under claims as presented 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 –
District #3: Lowe's, \$300.00 and Tri Star Roll Offs, \$1,800.00 –

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

2. Orders Exceeding Amount of Issuance – None presented.

ITEM 15: GRANTS:

Item 16 Agenda Items B – Resolution #2011-62 Authorizing Application for Financial Assistance from the Rural Economic Action Plan Fund for Rural Water District #16, Rogers County – (D#1 DeLozier)

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

ITEM 16: AGENDA ITEMS:

1. Consider, Discuss and take Appropriate Action on the following:

A. Resolution #2011-61 ratifying and affirming a Projects Agreement relating to indebtedness of the Rogers County Industrial Development Authority – (Clerk)
Discussions regarding additional Courthouse funds needed on project.

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

B. Resolution #2011-62 Authorizing Application for Financial Assistance from the Rural Economic Action Plan Fund for Rural Water District #16, Rogers County – (D#1 DeLozier)

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

C. Renewal of Commercial Lease Agreement between William and Cheryl Higgins and Board of County Commissioners for fiscal year 2011-2012 – (Iski)

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

D. Revised Detention Services Agreement by and between ROCMND Area Youth Services, Inc., operating the Craig County Juvenile Detention Center and Board of County Commissioners at the rate of \$17.02 a day per child for fiscal year 2011-2012 – (Clerk/Iski)

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

E. Detention Services Agreement by and between Oklahoma Juvenile Justice Services, Inc., operating the Garfield County Regional Juvenile Detention Center and Board of County Commissioners at the rate of \$23.26 per day per child for fiscal year 2011-2012 – (Clerk/Iski)

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

F. KellPro Software License and Service Agreement between KellPro, Inc., and Board of County Commissioners on behalf of County Commissioners Office regarding purchasing/payroll additional view only station – (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.

G. Resolution #2011-59 and Reimbursement Form directing County Treasurer to deposit funds from County of Ottawa in the amount of \$328.13 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.

H. Reimbursement Form as per Resolution #2011-36 directing County Treasurer to deposit funds from Assessor's Office for fuel reimbursement in the amount of \$186.98 into One-Cent Sales Tax Fund for distribution for District #3 – (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.

I. Monthly Reports of County Officers for June 2011 –

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:

Brian Kellogg with Kellogg Engineering, Inc., presented the Commissioner's with a list of the county's roadway inventory including road type/description; and approximate miles per district.

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, gave an update on 7-day forecast; discussions on possible burn ban in Rogers County; Rogers County has not met all the criteria to issue a burn ban; discussion on Governor's ban on outdoor burning per Executive Proclamation effective July 14, 2011, for counties under Governor declared ban. Discussion only, no action taken.

ITEM 20: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:

(Materials, Supplies, Parts, Groceries & Prescriptions)***NOTE***see attached list of claims paid for Monday, July 18, 2011***

Commissioner Thacker made a motion to approve payment of all purchase orders issued from all departments as presented with the exception of purchase order #108814 to Voice Products from Sheriff's account in the amount of \$875.00 and purchase order #200329 to Rural Water District #8 from District #3 in the amount of \$65,457.33 to be further researched and reviewed. Commissioner Helm seconded 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 10:56 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 14, 2011, at 3:11 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.