

## NOTICE OF SPECIAL MEETING

BOARD OF COUNTY COMMISSIONER'S FOR ROGERS COUNTY, OKLAHOMA

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

DATE & TIME: Friday, September 2, 2011, at 8:45 O'clock A.M.

### MINUTES

**ITEM 1: CALL TO ORDER:**

Chairman DeLozier called the meeting to order at 8:52 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: DISCUSSION WITH POSSIBLE ACTION REGARDING COMMERCIAL LEASE AGREEMENT BY AND BETWEEN THOMAS H. AND NEDRA WILLIAMS PROPERTIES, L.L.C., (Landlord) and BOARD OF COUNTY COMMISSIONERS OF ROGERS COUNTY, STATE OF OKLAHOMA, (Tenant)**

Discussions held regarding terms of agreement and county doing the work on the lots; would use county equipment and manpower. Chairman DeLozier made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

**ITEM 4: DISCUSSION WITH POSSIBLE ACTION REGARDING COMMERCIAL LEASE AGREEMENT BY AND BETWEEN TOM AND NEDRA WILLIAMS PROPERTIES, L.L.C., NEELY INSURANCE AGENCY, INC., AND TRACY G. ROW AND JOHN W. ROW, JR., husband & wife (Landlord), and THE BOARD OF COUNTY COMMISSIONERS OF ROGERS COUNTY, STATE OF OKLAHOMA, (Tenant)**

This item was stricken from the agenda. No action taken.

**ITEM 5: DISCUSSION WITH POSSIBLE ACTION REGARDING PRIVATE COUNSEL ENGAGEMENT CONTRACT BY AND BETWEEN BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY (Client) and MONAGHAN & ASSOCIATES, P.C. A MEMBER OF HOLLOWAY & MONAGHAN, P.L.L.C. (Attorney) –**

Discussions on what fund to pay for these services; Entry of Appearance has already been filed in case. Commissioner Thacker made a motion to approve with Chairman DeLozier seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

**ITEM 6: DETERMINING JOB DESCRIPTION ON HUMAN RESOURCES POSITION –**

Discussions regarding two (2) versions being drafted; discussions on minimum qualifications; version one (1) is more in depth. Chairman DeLozier made a motion to table this item until September 12, 2011, meeting with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

**ITEM 7: DISCUSSION AND POSSIBLE ACTION TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING THE EMPLOYMENT, HIRING, AND APPOINTMENT OF ANY INDIVIDUAL SALARIED PUBLIC OFFICER OR EMPLOYEE, AS AUTHORIZED BY TITLE 25 O.S. § 307(1), TO WIT:**

Conduct interviews and evaluate applicants for the position of E911 Administrator –

Chairman DeLozier made a motion to adjourn Regular Session and enter Executive Session with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried and the Board adjourned Regular Session and entered Executive Session at 9:02 a.m. with Assistant District Attorney, David Iski and County Clerk, Peggy Armstrong.

**ITEM 8: MOTION AND VOTE TO ADJOURN EXECUTIVE SESSION AND ENTER REGULAR SESSION –**

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

Regular Session at 2:47 p.m.

**ITEM 9:** DISCUSSION AND POSSIBLE ACTION WITH RESPECT TO THE EMPLOYMENT, HIRING, APPOINTMENT, INTERVIEWS AND EVALUATION OF APPLICANTS FOR THE POSITION OF E911 ADMINISTRATOR -

Commissioner Helm made a motion of conditional offer of employment upon successful completion of background check, credit check and successfully passing drug and alcohol test to Janet Hamilton with \$52,000.00 salary plus benefits with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

**ITEM 10:** 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 2:53 p.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 Tuesday, August 30, 2011, at 4:41 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.*