

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, September 19, 2011, at 9:00 O'clock A.M.

MINUTES

ITEM 1: CALL TO ORDER:

Vice-Chairman Mike Helm 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.

Vice-Chairman 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.

Chairman Dan DeLozier was absent.

ITEM 3: PLEDGE OF ALLEGIANCE:

Vice-Chairman Helm led the salute and Pledge of Allegiance to the American Flag.

ITEM 4: INVOCATION:

Commissioner Thacker said a prayer.

ITEM 5: APPROVE/DISAPPROVE MINUTES: September 12, 2011 and September 15, 2011 -

Commissioner Thacker made a motion to approve the minutes from September 12th and September 15, 2011, as presented with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

ITEM 6: UNFINISHED BUSINESS:

1. Award Bid #565 – New Truck Tractor Chassis – District #3

NOTEthis bid was opened on September 12, 2011, meeting***

Commissioner Thacker reported after reviewing all the bids submitted, made a motion to accept the low bid of \$74,419.27 from Frontier International Trucks, Inc., to be lease-purchased with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

2. Award Bid #350 – Janitorial Services – Health Department

NOTEthis bid was opened on September 12, 2011, meeting***

Rogers County Health Department reviewed all bids submitted; recommended the Board accept the low bid of City Wide Janitorial Services, Inc., in the amount of \$1,200.00 per month.

Commissioner Thacker made a motion to accept the low bid of City Wide Janitorial Services, Inc., in the amount of \$1,200.00 per month with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

ITEM 7: ZONING: None presented.

ITEM 8: PLATS: None presented.

ITEM 9: ROADS & BRIDGES:

1. Contract with Carl Day for fill-material for District #3 Road Project –

Commissioner Thacker reported District #3 is currently working on a bridge project in southern Rogers County; the county plans on replacing the truss bridge with tank cars, rather than building a bridge; there is a landowner who has shell not too far from the project; the county needs a lot of fill-material for this project; a Contract for Removal of Fill Material has been drafted; owner authorizes and agrees that County may remove fill dirt and other materials in amount not to exceed and shall not exceed 2,400 cubic yards of material removed; approximately 300 truck - loads.

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

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

ITEM 11: TRANSFER OF FUNDS: None presented.

ITEM 12: UTILITY PERMITS:

1. A T & T – Job #8446228 - starting at SW corner of Section 19, Township 21 North, Range 16 East, move existing buried cable 4 feet North at furthest point after exposing buried cable along King Road East of Southaven Road in preparation of widening of NE corner and storm sewer placement; this is part of the Claremore Public Schools New Elementary School located on King Road just West of Highway 66 in District #3 –

Commissioner Thacker reported although this permit lies within District #3; it is within the City limits of Claremore; Commissioner Thacker recommending contacting the City of Claremore. Item stricken from agenda. No action taken.

ITEM 13: CLAIMS:

1. Salaries – None presented.
2. Attendant Care – None presented.

ITEM 14: BLANKET PURCHASE ORDERS:

1. Material, Supplies, Parts, Groceries & Prescriptions –
Assessor's Office: Imperial Coffee, \$250.00; District #3: Lowe's, \$300.00 and District #2: ATC Freightliner, \$1,500.00 – Commissioner Thacker made a motion to approve the blanket purchase orders as presented with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

2. Orders Exceeding Amount of Issuance – None presented.

ITEM 15: GRANTS: None presented.

ITEM 16: PAYMENT REQUISITION – CONSTRUCTION FUND – RCB BANK, TRUSTEE: None presented.

ITEM 17: AGENDA ITEMS:

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

A. Update by Program Management Group, LLC (PMg) for Courthouse and E911 Center Projects –

Kirby Crowe with PMg gave an update on budget funding information, Courthouse costs, committed and uncommitted and E911 costs, committed and uncommitted. Basement wall waterproofing 90% complete; backfill of basement walls approximately 30% complete; temporary fencing and gravel installed at end of Missouri Street; temporary fencing installed at Courthouse overflow lot; construction look ahead for September 19, 2011, complete waterproofing and backfill of basement walls; shape building pad and removal of surplus material; pending changes. Discussion only, no action taken.

B. Request for Payment #1 on Contract Funds #14322 CDBG 10 for Rural Water District #3 in the amount of \$29,970.00 – (Andy Armstrong/D#1 DeLozier)

Andy Armstrong, consultant, reported Payment Request #1 was in regards to the Owalla Project at Rural Water District #3. Vice-Chairman made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

C. Bid #204 – Laid Asphalt – (Districts 1, 2 & 3)

12 bid packets were mailed with 0 being returned undeliverable and 4 responses received as follows: A & A Asphalt, Inc., in Broken Arrow; Apac-Central, Inc., in Dewey, Ok; Paragon Contractors, LLC, in Tulsa, Ok; and Tulsa Asphalt, LLC in Tulsa, Ok – (see copy of bids attached for complete pricing) Vice-Chairman Helm made a motion to accept all bids submitted based upon closest to work region and availability with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

D. Monthly Report of Officers for August 2011 – (Clerk)

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

E. Resolution for Disposing of Equipment for County Clerk: Gateway CPU Computer Tower, sn#1100138719 – to be junked – not cost effective to have repaired – (Clerk)

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

F. Resolution #2011-82 and Reimbursement Form directing County Treasurer to deposit funds for Cemetery Restitution Fund #9183 for District #1 in the amount of \$200.00 and \$60.00 – (Comm. Office)

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

G. Reimbursement Forms as per Resolution #2011-36 directing County Treasurer to deposit funds from Sheriff's Office for fuel reimbursement in the amount of \$2,184.84 for District #1 and \$223.67 for District #2 into One Cent Sales Tax Fund for distribution – (Comm. Office)

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

H. Motion and Vote 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: E911 Administrator –(D#1 DeLozier)

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

I. Motion and vote to Adjourn Executive Session and enter Regular Session-

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

J. Discussion and possible action with respect to the employment, hiring, appointment of any individual salaried public officer or employee, as authorized by Title 25 O.S. § 307 (1), to wit: E911 Administrator –

Vice-Chairman Helm made a motion to direct Assistant District Attorney, David Iski, to act on behalf of the Board of County Commissioners as discussed in Executive Session with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

ITEM 18: ACKNOWLEDGE RECEIPT OF THE FOLLOWING: None presented.

ITEM 19: 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 -

Zack Stoycoff with the Claremore Daily Progress commented on Item 17 Agenda Item J.

ITEM 20: ANNOUNCEMENTS:

Ron Burrows with the Claremore Expo gave a status on the Rogers County Fair held over the weekend; Premium Auction will be held tonight, September 19, 2011; RSU offers 4 Showmanship scholarships.

ITEM 21: 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 22: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:

(Materials, Supplies, Parts, Groceries & Prescriptions) ****NOTE***see attached list of all claims submitted for payment from all departments and approved for payment by the Board on Monday, September 19, 2011***Commissioner Thacker made a motion to approve payment of all purchase orders submitted for payment from all departments with the exception of purchase order #108859 issued by Rogers County Health Department to Oklahoma State Dept. of Health for \$83,772.00 and request an explanation from representative from the Rogers County Health Dept. on why the difference in encumbrance of \$83,772.00 and payment request of \$38,570.43 and request their presence at the next Commissioner's meeting on Monday, September 26, 2011, with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

ITEM 23: RECESS OR ADJOURNMENT:

Commissioner Thacker made a motion to adjourn the meeting with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried and meeting adjourned at 10:52 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, September 15, 2011, at 4:33 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.