

2ND AMENDED
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, October 17, 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: October 10, 2011 and October 11, 2011

Commissioner Thacker made a motion to approve the minutes from October 10, 2011 and October 11, 2011 as presented with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

ITEM 6: UNFINISHED BUSINESS:

Consider, Discuss and take Appropriate Action on the following:

1. Amend 2011-2012 Estimate of Needs (budget) and Financial Statement of fiscal year 2010-2011 –

Marilynn Gibson, 1st Deputy County Clerk, explained to the Board that the budget needed to be amended in order to correct Visual Inspection under Contract Appraisers, no additional funds were asked for on the request, but on the temporary appropriation \$5,500.00 has already been spent; recommends taking the funds from M&O within Visual Inspection and placing in Contract Appraisers, the bottom line stays the same on the budget; secondly Emergency Management requested travel, but was erroneously left off the budget (already spent \$179.00 in travel), funds will come from M&O, so bottom line will stay the same; also need \$1.00 placed in some accounts in order to keep the account open for the fiscal year, especially District #3 cemetery account for salaries.

Commissioner Thacker questioned why the requested appropriations and the approved appropriations for the County Clerk's Office, Treasurer and Assessor's Office were different? Gibson explained because the Board decided for each office to pay for their computer maintenance out of their budget, instead of it coming from Information Tech, since the County Clerk's Office and Treasurer's Office had gone out on their own computer system. Discussions continued.

Commissioner Thacker made a motion to table this item for one week (October 24, 2011) to allow time for him to visit with the budget-maker regarding these issues with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

2. Amend Affidavit of Publication for 2011-2012 Estimate of Needs (budget) and Financial Statement of fiscal year 2010-2011 –

Commissioner Thacker made a motion to table this item for one week

Discussions held regarding how the county receives appropriations from Department of Commerce; Assistant District Attorney, David Iski, recommended the Board not approve this item as presented and discuss further with Andy Armstrong, grant consultant.

Vice-Chairman Helm made a motion to table this item for one week (October 24, 2011) with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

ITEM 11: TRANSFER OF FUNDS:

1. General Fund Trapper to M&O - \$2,400.00
2. General Fund Wellness Project to General Fund Legal Counsel - \$250.00

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

ITEM 12: UTILITY PERMITS:

1. A T & T – replace broken pole addressed as 3698 East 450 Road (Harvey Road), which is 1056 feet West of Highway 88 (South 4140 Road) on South side of East 450 Road, being located within the SE/4 of Section 24, Township 22 North, Range 15 East of the I.B.&M., Rogers County, in District #2 – (D#2 Helm)
2. Windstream KDL, Inc. – aerial cable installation along Section line roads East 570, East 580 and East 590 between Sections 35 and 36 of Township 20 North, Range 15 East and between Sections 25 and 26 of Township 20 North, Range 15 East and a small portion of Section 24 Township 20 North, Range 15 East, Rogers County, in District #3 – (D#3 Thacker)
3. Oklahoma Natural Gas Company – crossing Hillcrest Drive approximately 1,450 feet West and 1,000 feet North of the SE/corner of the SE/4 of Section 36, Township 21 North, Range 15 East of the I.B.&M., Rogers County, in District #3 – (D#3 Thacker)

Commissioner Thacker made a motion to approve Items 1, 2 & 3 under utility permits as presented with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

ITEM 13: CLAIMS:

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

ITEM 14: BLANKET PURCHASE ORDERS:

1. Material, Supplies, Parts, Groceries & Prescriptions – District #3: R & S Auto Parts, \$500.00; Tri Star Roll-Off, \$1,200.00 and Lowe's, \$300.00 – 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 BKL, Inc., and Flintco regarding Courthouse and E911 Center Projects –

B. J. Fay with Flintco updated the Board on current job progress; next week job progress; project schedule; RFI & submittal logs and budget update/ pending changes; on schedule and under budget now.

Kim Reeve with BKL, Inc., gave an update on waiting on E911 Administrator to get here to give feedback on, currently no drawings for E911 Center.

Discussion only. no action taken.

space on the 2nd floor of the new Courthouse to be office space for the new Human Resources Director the Board will be hiring with Vice-Chairman seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

Commissioner Thacker made a motion to recess for five minutes with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried and Board recessed meeting at 10:01 a.m.

Vice-Chairman Helm called the meeting back to order at 10:11 a.m. with Commissioner Thacker present and quorum established.

D. Presentation by David Butler with Asset Safety Incorporated on GPS Asset Management & Telematics – (D#2 Helm)

David Butler with Asset Safety, Inc., presented a PowerPoint presentation on GPS Asset Management & Telematics regarding wireless vehicle management. Discussions continued regarding wireless vehicle management. Vice-Chairman Helm recommended Butler contact each Commissioner's district. Discussion only, no action taken.

E. Interlocal Cooperation Agreement by and between Rogers County Board of County Commissioners and Rogers County Rural Water District #3 on waterline replacement project activity described as 14796 CDBG 11 – (Andy Armstrong)

Discussions held with Andy Armstrong regarding agreement and Armstrong recommended approval by the Board. Commissioner Thacker made a motion to approve with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

F. Interlocal Cooperation Agreement by and between Rogers County Board of County Commissioners and Rogers County Rural Water District #3 on Owalla Road waterline extension project activity described as 14322 CDBG 10 – (Andy Armstrong)

Discussions held with Andy Armstrong regarding agreement and Armstrong recommended approval by the Board. Vice-Chairman Helm made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

G. Termination of U.S. Department of Energy Grant and return of funds already paid – (Iski)

Discussions held regarding U. S. Department of Energy receiving notification from the Board requesting to terminate the County's EECBG grant and inquiring how to return the funds already paid out.

Vice-Chairman Helm made a motion to encumber a purchase order in the amount of \$3,475.00 out of the Courthouse Building Fund to reimburse the U.S. Department of Energy concerning the grant with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

H. Open & Award Bid #568 – Audio Recording System – Sheriff
9 bid packets were mailed with 0 being returned undeliverable and 3 responses received as follows: Voice Products, Inc., \$14,560.00; Voice Products, Inc., \$26,148.00; (2 bids were received in one envelope) REVCORD, \$10,995.00 and \$9,995.00 –

Commissioner Thacker made a motion to table awarding of bid for one week (October 24, 2011) per recommendation from Jerry Smittle, Sheriff's deputy with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

I. Set Regularly Scheduled Meeting Dates for 2012 – (Clerk)
Pursuant to Title 25 O.S. § 311.A.1 of the Open Meeting Act, the Board of County Commissioners discussed scheduling their regular scheduled meetings for 2012 to be held every Monday, except for holidays, to be held at the Rogers County Courthouse, Commissioner's Meeting Room 1-109, 219 South Missouri, Claremore, Oklahoma 74017.

Vice-Chairman made a motion to set the 2012 regularly scheduled meeting dates as follows: January 2nd, 9th, 17th, 23rd & 30th; February 6th, 13th, 21st & 27th; March 5th, 12th, 19th & 26th; April 2nd, 9th, 16th, 23rd & 30th; May 2nd, 14th, 21st & 29th; June 4th, 11th, 18th & 25th; July 2nd, 9th, 16th, 23rd and 30th; August 6th, 13th, 20th & 27th; September 4th, 10th, 17th & 24th; October 1st, 9th, 15th, 22nd & 29th; November 5th, 13th, 19th & 26th; December 3rd, 10th, 17th & 26th with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

J. Resolution for Disposing of Equipment for District #3 as follows:
4 each 5000 Watt Troy-Bilt Portable Generators, sn#1015025576; sn#1015025570; sn#1015025584; and sn#1015025568 – to be transferred to Emergency Management – (D#3 Thacker)

One-Cent Sales Tax Fund for the following:

- a. District #1 – Assessor’s Office for fuel reimbursement - \$58.62
- b. District #2 – Town of Talala for fuel reimbursement - \$529.50
- c. District #2 – town of Oologah for fuel reimbursement - \$955.33 and Oologah

Municipal Authority for fuel reimbursement - \$312.15 – (Comm. Office)

Vice-Chairman Helm made a motion to approve Items a, b, & c as presented with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

M. Monthly Report of Officers for September 2011 – (Treasurer)

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

N. Motion and Vote to enter Executive Session pursuant to Oklahoma State Statutes Annotated Title 25 § 307 (4) for the purpose of confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest –

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 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.

O. Motion and Vote to adjourn Executive Session –

Commissioner Thacker made a motion to adjourn Executive Session and enter Regular Session with Vice-Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried and the Board adjourned Executive Session and entered Regular Session at 9:24 a.m.

P. Discussion with possible action regarding Executive Session –

Vice-Chairman Helm made a motion to authorize Commissioner Thacker to investigate the matter 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 - None presented.

ITEM 20: ANNOUNCEMENTS: None presented.

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, October 17, 2011***Commissioner Thacker made a motion to approve payment of all purchase orders submitted from all departments 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 the Board adjourned the meeting at 11:31 a.m.