

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, December 5, 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 that 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: November 28, 2011

Commissioner Helm made a motion to approve the minutes from November 28, 2011, as presented with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 6; UNFINISHED BUSINESS: None presented.

ITEM 7: ZONING: None presented.

ITEM 8: PLATS: None presented.

ITEM 9: ROADS & BRIDGES: None presented.

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

ITEM 11: TRANSFER OF FUNDS:

1. District #2 T-Highway Unrestricted Funds Travel to Capital Outlay \$10,000.00

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

ITEM 12: UTILITY PERMITS:

1. Oklahoma Natural Gas Company, A Division of ONEOK, Inc., - Crossing – E Pine Creek Street approximately 500' east of its intersection with North 273rd East Avenue located in the SW/4 Section 25 –Township 20 North – Range 15 East (District #3)

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

2. Rural Water District #1, Rogers County Oklahoma - 3" sewer-line running parallel along the east most boundary of 4110 Road (Franklin Road) located in the NW/4 NW/4 of Section 11 – Township 20 North – Range 15 East (District #3)

Commissioner Thacker 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

- Debra Raper – Rogers County Assessor's Office - \$418.80
- Logan Eller – Rogers County Sheriff's Office - \$100.00
- Michael Glover – Rogers County Sheriff's Office - \$576.00
- Tanner Hill – Rogers County Sheriff's Office - \$300.00
- Ronnie Roden – Rogers County Sheriff's Office - \$200.00

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

2. Attendant Care -None presented.

ITEM 14: BLANKET PURCHASE ORDERS:

1. Material, Supplies, Parts, Groceries & Prescriptions –
E911 Addressing: Froman Oil, \$200.00; Emergency Management: Froman Oil, \$200.00 & Comdata Mastercard, \$300.00; District #3: Lowe's, \$300.00; R & S Auto Parts, \$500.00; Tri Star Roll-Off, \$1,200.00; and District #1: County Building Center, \$100.00 –
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: PAYMENT REQUISITION – CONSTRUCTION FUND – RCB BANK, TRUSTEE: None presented.

ITEM 17: AGENDA ITEMS:

A. Consider, Discuss and take Appropriate Action on the following:
1. Update by BKL, Inc., and Flintco regarding Courthouse and E911 Center Projects –

B. J. Fay with Flintco reported Friday, (December 9th) they will be setting up crane and putting down pad for pre-cast walls and pillars.

Billy Knowles with BKL, Inc., reported a coordination meeting was held last week regarding the E911 Center between BKL, Flintco, electrical contractor & mechanical contractor to clear up several items from the transition of the geo-thermal system; on the E911 Center, have talked with Benchmark Surveying regarding specific specifications for what we need on that survey; regarding geotechnical, we are going to make a footprint of a building approximately 6500 square feet, so we can locate the holes.

Update only, no action taken.

2. Contract #14322 CDBG 10 Request for Payment of Contract #3 in the amount of \$31,990.00 for Rural Water District #3 – (Andy Armstrong)

Andy Armstrong reported request #3 was approved by the Board on November 7, 2011; claim just needs to be presented today for approval of payment. No action taken.

3. Notice of Explanation of Project Located in a Floodplain – State Highway 88 Waterline Replacement Project – (Andy Armstrong)

Andy Armstrong explained to the Board that the Notice of Explanation of Project Located in a floodplain and the improvements must be located in a floodplain because these improvements are needed to serve the existing and potential residential water customers outside of the 100-year floodplain; these proposed improvements cannot be undertaken in another location so, therefore, no practicable alternative is available; the proposed improvements will conform to all applicable state and local floodplain protection standards and the plans will also need to be approved by the Oklahoma Department of Environmental Quality prior to construction; Armstrong recommended the Board approve.

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

4. Contract for Sale of Land between Darla L. Elmore and the Board of County Commissioners for Rogers County, State of Oklahoma – Property Description – All that part E/2 SW SE lying W of Hwy & RR in Section 31 – Township 20 North – Range 17 East containing four and eight-seven hundredths (4.87) acres (District #3)

Commissioner Thacker reported this 4.87 acres joins District #3's satellite yard in Inola; need to use for stockpiling materials, equipment, etc.; Board gave authority in a previous meeting for negotiations to buy the land; an agreement has been reached with the land owner to purchase for \$60,000.00; discussions held regarding closing costs, closing agency, real estate commissions, etc.

Commissioner Thacker made a motion to approve obligating \$60,000.00 expenditure from District #3 to start the process with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

NOTEContract for Sale of Land was not signed by the Board until all terms have been reached***

5. Open & Award Bid #571 – New Chipper Dump Body – (D#1 DeLozier)
8 bid packets were mailed with 0 being returned undeliverable and 3 responses received as follows: Rush Truck Centers of Oklahoma, Inc.; Arrowhead and Southwest Trailers & Equipment. Chairman DeLozier made a motion to table awarding of bid for one week (December 12th) to allow time to review all bids submitted with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

6. Open & Award Bid #572 – Used Cab & Chassis – (D#1 DeLozier)
14 bids packets were mailed with 0 being returned undeliverable and 3 responses received as follows: Frontier International Trucks; Rush Truck Centers of Tulsa; and “No Bid” from Frontier Equipment; bids were reviewed. Chairman DeLozier made a motion to accept the low bid of Frontier International Trucks on 2001 International 4700 for \$17,300.00 with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

7. Open & Award Bid #573 – Microphones – (Sheriff’s Office)
5 bid packets were mailed with 0 being returned undeliverable and 2 responses received as follows: Holzberg Communications, Inc., and Troxell Communications, Inc. Captain Jerry Smittle with the Sheriff’s Office requested the bids be tabled for one week for review. Chairman DeLozier made a motion to table awarding of bid for one week (December 12th) to allow time to review all bids submitted with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

8. Open & Award Bid #574 – New Radios – (Sheriff’s Office)
5 bid packets were mailed with 0 being returned undeliverable and 1 response as follows: Wireless Technologies, Inc.; discussions held regarding specifications of bid. Chairman DeLozier made a motion to table awarding of bid for one week (December 12th) with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

9. Reimbursement Form as per Resolution #2011-36 directing County Treasurer to deposit funds from Sheriff’s Office for fuel reimbursement in the amount of \$34.75 into One Cent Sales Tax Fund for distribution for District #2 – (Comm. Office)

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

10. Resolution #2011-96 & Reimbursement Form directing County Treasurer to deposit funds from Rural Water District #4 for fuel reimbursement in the amount of \$977.59 into One Cent Sales Tax Fund for distribution for District #2– (Comm. Office)

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

11. Resolution for Disposing of Equipment for District #2 as follows: 2008 Chevy Silverado Pickup – VIN #3GCEK13328G277082 – to be traded to Nowata County, District #2 (District #2)

Commissioner Helm reported District 2 is trading Nowata County a 2008 Chevy Silverado pickup with over 100,000 miles on it and is out of warranty; acquired in May 2008 for \$28,581.57; Nowata County has an engine lathe that will be trading for. Commissioner Helm made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

12. Resolution for Disposing of Equipment for District #2 as follows: 2002 Cat 30 Portable Generator – Serial Number 114836-02 – to be traded to Nowata County, District #2 (District #2)

Commissioner Helm reported to buy an engine lathe it would cost approximately \$70,000.00; District #2 is trading Nowata County the 2002 Cat 30 portable generator that cost \$7,000.00 when purchased in March 2007. Commissioner Helm made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

13. County Clerk’s Cash Book & Summary Report for November 2011 –
Chairman DeLozier made a motion to approve with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

14. Motion and Vote to enter Executive Session for the purpose of discussing the employment, hiring and appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, as authorized by Title 25 O.S. § 307 (B) (1), to-wit: Human Resources Director – (D#2 Helm)

Commissioner Helm 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 9:28 a.m. with Assistant District Attorney, David Iski and County Clerk, Peggy Armstrong.

15. 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 Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried and the Board adjourned Executive Session and entered Regular Session at 9:53 a.m.

16. Discussion with possible action with respect to the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, as authorized by Title 25 O.S. § 307 (B) (1), to-wit: Human Resources Director

Discussions held regarding when to conduct interviews on applicants; determined interviews to be conducted on Tuesday, December 13, 2011, beginning at 8:00 a.m. in Executive Session.

ITEM 18: ACKNOWLEDGE RECEIPT OF THE FOLLOWING:

1. Grand Gateway Economic Development Association for November 2011 in the amount of \$23969.43 –

Acknowledged for public record only, no action taken.

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, December 5, 2011***Commissioner Thacker made a motion to approve payment of all purchase orders submitted with the exception of purchase order #203974 issued on 11-23-11 to Claremore Regional Hospital for \$537.11 by the Sheriff's Office to be sent back for further review and explanations with Commissioner Helm seconding the motion. Roll Call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 23: 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 10:58 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, December 1, 2011, at 3:18PM** 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.*