

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, January 2, 2012, at 9:00 O'clock A.M.

MINUTES

ITEM 1: CALL TO ORDER:

Chairman Dan DeLozier called the meeting to order at 9:03 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: APPOINTMENT OF 2012 CHAIRMAN:

Commissioner DeLozier made a motion to appoint Commissioner Mike Helm as 2012 Chairman with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 6: APPROVE/DISAPPROVE MINUTES: December 27, 2011

Commissioner Thacker made a motion to approve the minutes from December 27, 2011, as presented with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 7: UNFINISHED BUSINESS:

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

1. Award Bid #201 – Uniform Rental Services – Commissioners -

NOTEthe bid was opened on December 19, 2011, meeting***

Commissioner DeLozier reported due to the holidays, have not been able to contact all the vendors. Commissioner DeLozier made a motion to table awarding of bid for one more week (January 9, 2012) with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

2. Courthouse Maintenance – possible hiring of part-time employee – (D#3 Thacker) ***NOTE***this item was tabled from December 19, 2011, meeting***

Commissioner Thacker reported the maintenance department feels they need a full time employee; a full time employee that was terminated several months ago has not been replaced; those funds are still available; discussions held.

Commissioner Thacker made a motion to table this item for one week (January 9, 2012) with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

3. Independent Contractor Agreement by and between Board of County Commissioners on behalf of Rogers County Election Board and TWI Industries, dba Press Group - ***NOTE***this item was discussed in December 19, 2011, meeting***

Julie Dermody, Election Board Secretary, presented the Board with an original signed Independent Contractor's Agreement from Press Group; discussions held regarding information coming from the State Election Board being in a PDF file instead of Excel file; Press Group can only work with an Excel file; there was mapping issues and the number is down from approximately 30,000 to 14,350 to notify; still feels the costs will be under \$15,000.00; Press Group provided a production schedule to attach to ICA.

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

ITEM 8: ZONING: None presented.

ITEM 9: PLATS: None presented.

ITEM 10: ROADS & BRIDGES: None presented.

ITEM 11: CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS: None presented.

ITEM 12: TRANSFER OF FUNDS: None presented.

ITEM 13: UTILITY PERMITS:

1. Oklahoma Natural Gas Company, a division of ONEOK, Inc. – boring & crossing East 121st Place North for proposed ¾” natural gas pipeline North approximately 3,017 feet North and 1,665 feet West of the SE/corner of the SE/4 of Section 2, Township 21 North, Range 14 East of the I.B.&M., Rogers County, in District #2 – (D#2 Helm)

Chairman Helm made a motion to approve because request is for boring only and Oklahoma Natural Gas Company is required to put land back like they found it with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 14: CLAIMS:

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

ITEM 15: BLANKET PURCHASE ORDERS:

1. Material, Supplies, Parts, Groceries & Prescriptions –
E911 Addressing: Froman Oil, \$200.00; Emergency Management: Froman Oil, \$200.00; and Comdata MasterCard, \$300.00; District #3: Lowe’s, \$300.00 – Commissioner Thacker made a motion to approve the blanket purchase orders as presented with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

Assessor’s Office: District #3 Warehouse for fuel, \$400.00 – Lisa DeLozier, 1st Deputy Assessor, requested the Board to consider adding their blanket purchase order for approval. Commissioner Thacker made a motion to approve the blanket purchase order presented by the Assessor’ Office with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

2. Orders Exceeding Amount of Issuance – None presented.

ITEM 16: GRANTS: None presented.

ITEM 17: PAYMENT REQUISITION – CONSTRUCTION FUND – RCB BANK, TRUSTEE: None presented.

ITEM 18: 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 –

Nothing to report, no action taken.

2. Independent Contractor Agreement with attorney to perform title opinion for donated property regarding E911 Center – (Iski)

Assistant District Attorney, David Iski, updated the Board that the donated property on the E911 Center will have an abstract to review and a title opinion done; either hire an attorney or an abstract company; discussions held; Iski recommends hiring attorney Tom Williams; his fee is \$300.00 for a title opinion and if mineral rights are involved, an additional \$150.00 per hour; an independent contractor’s agreement will need to be completed.

Commissioner Helm made a motion to authorize Commissioner DeLozier to work with Assistant District Attorney, David Iski, and negotiate with Tom Williams on the title opinion with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

3. Fair Board Election Resolution #2012-1 and Notice for Filing for 2012 Fair Board Election – (County Clerk)

Fair Board members up for re-election are: District #1 – Richard Gebhart; District #2 – Jim Bob Lynch and District #3: Ron Burrows; a Notice for Filing for Fair board election needs to be published ten (10) days before the filing period can begin and filing period is five (5) consecutive business days to commence in January; discussions held regarding when to set filing period and election locations, date & time.

Commissioner DeLozier made a motion to set filing period commencing on Monday, January 30, 2012 at 8:00 a.m. and to end at the close of business on Friday, February 3, 2012, at 4:30 p.m. and to hold the election, if necessary, on Saturday, February 18, 2012, at 10:00 a.m. with election being held for District #1 at Foyil Public Schools in Foyil, Oklahoma; District #2 at District #2 county warehouse in Oologah, Oklahoma, and for District ## at the Commissioner’s Meeting Room 1-109, on the first floor of the Rogers County Courthouse and to publish notice in all

local newspapers and request the Fair Board to reimburse the Board for those expenses with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 19: ACKNOWLEDGE RECEIPT OF THE FOLLOWING: None presented.

ITEM 20: 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 21: ANNOUNCEMENTS: None presented.

ITEM 22: 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 23: POSSIBLE EXECUTIVE SESSION:

1. Motion and Vote to enter Executive Session for the purpose of discussing 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: Maintenance Director, Earl Hensley – (Comm. Office)

Commissioner Thacker made a motion to adjourn Regular Session and enter Executive Session with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried and the Board adjourned Regular Session and entered Executive Session at 9:29 a.m.

2. Motion and Vote to Adjourn Executive Session and Enter Regular Session – Commissioner DeLozier made a motion to adjourn Executive Session and enter Regular Session with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried and the Board adjourned Executive Session and entered Regular Session at 10:53 a.m.

3. Possible action regarding 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: Maintenance Director, Earl Hensley – No action taken.

ITEM 24: 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, January 2, 2012***Commissioner DeLozier made a motion to approve payment of all purchase orders submitted from all departments with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 25: RECESS OR ADJOURNMENT:

Commissioner DeLozier made a motion to adjourn the meeting with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried and meeting adjourned t 11:19 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 **Wednesday, December 28, 2011, at 3:26 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.*