

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, August 20, 2012, at 9:00 O'clock A.M.

MINUTES

*****CONSIDERATION, DISCUSSION AND POSSIBLE ACTION TO BE TAKEN ON THE FOLLOWING LISTED ITEMS ON THE AGENDA:**

ITEM 1: CALL TO ORDER:

Chairman Mike Helm called the meeting to order at 9:01 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 Mike Helm, Commissioner Kirt Thacker and Commissioner Dan DeLozier 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 DeLozier led the salute and Pledge of Allegiance to the American Flag.

ITEM 4: INVOCATION:

Commissioner Thacker said a prayer.

ITEM 5: APPROVE/DISAPPROVE MINUTES: August 13, 2012 and August 17, 2012

Commissioner DeLozier made a motion to approve the minutes from August 13th and August 17th as presented with Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 6: ANNOUNCEMENTS: None presented.

ITEM 7: UNFINISHED BUSINESS:

1. Rogers County Policy – No Solicitation/No Distribution Policy – (D#2 Helm)

NOTEthis item was discussed at August 13, 2012, meeting***

Human Resources Director, Jenny Bentley, presented policy drafts for solicitation prohibition for employees and for non-employees; discussions held and policies reviewed. Chairman Helm made a motion to table this item for one week (August 27th) and for Bentley to send a copy of the drafts to the elected officials and department heads for their review and comments or edits to be sent back to Bentley before the Monday, August 27th meeting 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:

1. District #3 – One Cent Sales Tax M&O to capital outlay - \$25,000.00

Commissioner Thacker explained this transfer was for the purchase of three (3) new pickups off state-contract and made a motion to approve with Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 13: UTILITY PERMITS:

1. Chelsea Gas Authority – boring – 17931 South 4210 Road approximately 468 feet West of South 4210 Road located in the SE/4 of Section 29, Township 22 North, Range 17 East of the I.B.&M., Rogers County in District #1 –

Commissioner DeLozier made a motion to approve 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 – None presented.
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:

1. Rogers County possibly joining NORA – Northeast Oklahoma Regional Alliance- (D#2 Helm)

Rhonda Clemons Hill, Economic Development Coordinator for NORA located at 21113 South Forest Drive, Tahlequah, Ok 74464, explained to the Board who NORA is; spoke of community support from Attorney John Cary and retired Dr. Brown from RSU; \$500.00 annual membership; quarterly meetings; discussions held regarding pros of Rogers County becoming a member of NORA. Discussions only, no action taken.

2. Acceptance of Award of Oklahoma Department of Commerce/Community Development Block Grant – (CDBG-EDIF) – IPSCO Tubulars OK, Inc. and authorize Chairman to sign environmental comment letters to the appropriate state and federal review agencies – (Andy Armstrong)

Andy Armstrong reported the Tulsa Port of Catoosa, thru Rogers County, has received a \$250,000 CDBG Grant from the Oklahoma Department of Commerce; this CDBG financing is intended for use in the construction of a new rail spur, approximately 1,660 linear feet in length, to serve the TMK IPSCO site at the Port of Catoosa; TMK IPSCO will be able to modify its operations in the existing facility and create approximately 12 new jobs within the next 24 months; The Dewberry Design Group has prepared a preliminary cost estimate for the project and a site map has also been prepared. The proposed improvements do not affect any areas containing a 100-year floodplain. The project area is located within Section 5, Township 20 North, Range 15 East of the I.B.&M., in Rogers County. Requests Board to authorize Chairman to be signatory on environmental letters.

Commissioner DeLozier made a motion to accept award of Oklahoma Department of Commerce/Community Development Block Grant on behalf of IPSCO Tubulars and authorize Chairman as signatory to sign environmental letters and other related documents in the acceptance of the award grant with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

3. Request from Rogers County Fair Board representative Lisa Dennis to place signs in front of the Courthouse to advertise for the Rogers County Fair – (D#2 Helm)

Lisa Dennis – 15180 East 370 Road – Claremore, Ok 74017, requested permission for the Rogers County Fair to place signs in front of the Courthouse in the grass to advertise the upcoming fair being held on September 13th, 14th, 15th & 16th; signs will be 3 x 5 vinyl and would like to begin placing them on September 1st and will be picked up September 17th or 18th after fair is over; discussions held regarding interfering with mowing.

Commissioner DeLozier made a motion to approve and for the t-posts and banners/signs to be brought to Maintenance Director, Ryan Baze, with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

4. Discussing and update from Bill Turner with Turner & Associates regarding the 2012-2013 proposed budget – (D#2 Helm)

Bill Turner presented a rough draft worksheet of the 2012-2013 budget requests for review; worksheet included 2011-2012 approved appropriations; 2011-2012 net appropriations; 2011-2012 total expended; 2011-2012 lapsed balances; and 2012-2013 Estimate of Needs as submitted. Grand totals requested is \$19,208,278.38; total funds available \$18,223,674.44 with a shortage of \$984,603.94. Discussions held regarding where reductions could possibly be made, including furniture needs. Elected officials and department heads were requested to review their furniture dollar figures and the Board will re-visit in two weeks. Chairman Helm made a motion to bring back before the Board on September 4, 2012, with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

5. Update by BKL, Inc., and Flintco regarding Courthouse and E911 Center Projects –

Billy Knowles with BKL reported Courthouse construction is going well and is under budget; construction meeting is scheduled for this afternoon; received ODOT permit for 911 Center; pre-bid conference was held last Friday for the 911 Center project; bid opening is scheduled for Monday, August 27th at 1:30 p.m. at the County Building.

B. J. Fay with Flintco reported they are putting shingles on pitch roof this week; continuing with drywall and prime coat painting; received a request change to the 3rd floor Courtroom that is to be a built out of shell Courtroom as per original plans; to make the changes would cost approximately an additional \$50,000. Discussions and updates only, no action taken.

6. Resolution #2012-72 – Burn Ban – (Emergency Mgmt./Anderson)

Emergency Management Director, Bob Anderson, requested the burn ban be extended for one more week; County meets the criteria. Commissioner DeLozier made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

7. County Deed – Property Acquired at Re-Sale – John and/or Cynthia Ricketts – Lot 18 Block 1 – Bond's Addition – Chelsea – (Treas. Office)

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

8. Resolution #2012-91 – to allow Rogers County to buy or sell machinery and/or equipment at Statewide County Equipment Auction – Pittsburgh County Fairgrounds – McAlester, Oklahoma – Saturday, September 22, 2012 – (County Clerk)

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

9. Resolution for Disposing of Equipment for District #3 as follows:

- Mobark Wood Hog Model #2600 – sn#187-1050 – to be sold by sealed bid – (D#3 Thacker)

Commissioner Thacker reported he is selling this wood chipper by sealed bid because he feels he can get more money out of it, especially from vendors out of state; discussions held of setting a minimum amount on bid. Commissioner Thacker made a motion to approve with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

10. Resolutions for Disposing of Equipment for District #3 as follows:

- 2003 International small dump truck, Model 4300 – sn#1HTMMAAN83H555650 -
- 1989 Peterbilt 10-wheel dump truck (**wrecked**) – sn#1XPCD29X4KD278987 –
- 1989 International truck with mounted sander – sn#IHTLLCFL5KH668889 –
- Rosco self-propelled Chip Spreader – sn#34891 –
- 1989 International truck with sand spreader – sn#IHTLCCFL1k668890 – (sand spreader L2020-10 – sn#79576)
- 2000 International small dump truck – Model 4700 – sn#IHTSCAAN1YH237502 –
- Henke Snow Plow – sn#2250 -
- Transmission jack – serial number n/a –
- Used Two-Way Radios as follows:
 - Relm – sn#827-A0003435
 - Relm – sn#825-A0003144
 - Relm – sn#825-A00Z880
 - Regency – sn#634-A00570
 - ICOM – sn#1009975
 - Uniden – sn#24000263
 - Uniden – sn#14001207
 - ICOM – sn#5114779
 - ICOM – sn#5115132
 - ICOM – sn#1002922
 - ICOM – sn#1011513
 - Uniden – sn#24001470
 - Uniden – sn#24000170
 - ICOM – sn#1014913
 - Relm – sn#B051200124
 - ICOM – sn#1005295
 - Relm – sn#825-A0004167
 - ICOM – sn#1010088
 - ICOM – sn#1014912
 - Uniden - sn#14001033
 - ICOM – sn#101154
 - ICOM – sn#1006804
 - Uniden – sn#24001471
 - Uniden – sn#24001368
 - Uniden – sn#14001100
 - Relm - sn#825-A0002897
 - Uniden – sn#24001370
 - Uniden – sn#14001101
 - Uniden – sn#24001493
 - Relm - sn#825-A0002594
 - ICOM – sn#1011515
 - Uniden – sn#24001369
 - Relm - sn#B051100215
 - Uniden – sn#14000905
 - Relm - sn#825-A-0004146
 - Relm - sn#825-A-0003114

*****All to be sold at Statewide County Equipment Auction to be held on September 22, 2012*****

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

11. Monthly Reports of County Officers – July 2012 – (County Clerk/Treas.)

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

ITEM 19: ANNOUNCEMENTS REGARDING COUNTY EVENTS AND STATUS UPDATES FOR COMMENTS AND DISCUSSION FROM COUNTY DEPARTMENTS AND ELECTED OFFICIALS, AS FOLLOWS:

- a.) 911 Administrator – b.) Assessor – c.) Building Operations/Maintenance
- d.) County Clerk – e.) Court Clerk – f.) District Attorney – g.) Election Board
- h.) Emergency Management – i.) Human Resources – j.) Information Technology
- k.) Inspections/Planning Commission – l.) Judicial – m.) OSU Extension – n.) Sheriff
- o.) Treasurer

g.) Election Board Secretary, Julie Dermody, reported Run-Off election for 2nd Congressional District is set for Tuesday, August 28th, and in-person voting begins Friday, Saturday and Monday. Justus-Tiawah School District also has a project on the ballot.

h.) Emergency Management Director, Bob Anderson, reported he will be attending State of Oklahoma Emergency Management training on August 21st, 22nd and 23rd.

i.) Human Resources Director, Jenny Bentley, will be holding orientation on Wednesday, August 22nd beginning at 9:00 a.m.

k.) Planning Commission Director, Larry Curtis, reminded the Board they need two (2) new members on Board of Adjustment; one for the City of Claremore and the other from the County.

m.) Donna Patterson from OSU Extension reported she will be transferring from 4H

and Interim CED to Ag Agent/4H and Interim CED.

ITEM 20: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:

1. Standard & Poor's Rating Services revised engagement letter dated August 16, 2012, issued to Rogers County Finance Authority and signed by Chairman Mike Helm. \$US \$31,000,000 Rogers County Finance Authority (Rogers County), Oklahoma, Sales Tax Revenue Bonds, Series 2012, dated: August 1, 2012 –

ITEM 21: 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 22: NEW BUSINESS:

1. Consideration and possible action with respect to any other matters not known about or which could not have been reasonably foreseen prior to posting the agenda -

1. District #2 receipt of warrant #101639072 issued from State of Oklahoma, Department of Civil Emergency Management in the amount of \$1,241,485.05 on PA-1754 PW937 #2443 partial closeout –

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

ITEM 23: 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, August 20, 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 24: 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 at 11:46 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, August 16, 2012, at 1:27 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.