

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: Tuesday, September 4, 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 9:02 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 27, 2012

Commissioner Thacker made a motion to approve the minutes from August 27, 2012, as presented with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 6: ANNOUNCEMENTS: None presented.

ITEM 7: UNFINISHED BUSINESS:

1. Discussion with possible action regarding update from Bill Turner, C.P.A. with Turner & Associates regarding the 2012-2013 proposed budget – (D#2 Helm) ***NOTE***this item was discussed at the August 20, 2012, meeting***

Mr. Turner was not present at the meeting. Discussions held with each office and/or department regarding needed budget cuts due to \$984,603.94 deficit per the requests submitted; revised work sheet to be submitted to Mr. Turner for further review.

Discussions only, no action taken.

ITEM 8: ZONING: None presented.

ITEM 9: PLATS: None presented.

ITEM 10: ROADS & BRIDGES:

1. Memorandum of Agreement Cherokee Nation and Rogers County Road/Bridge Construction Projects including Indian Reservation Roads (IRR) Projects – (Comm. Office)

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

ITEM 11: CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS:

1. Fund 172 – CDBG Grant – IPSCO Tubulars - \$250,000.00

NOTEthese funds are from Oklahoma Department of Commerce***

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

ITEM 12: TRANSFER OF FUNDS: None presented.

ITEM 13: UTILITY PERMITS:

1. Oklahoma Natural Gas Company – proposed 3/4 “ natural gas pipeline crossing East 79th Street North located within SW/4 of Section 26, Township 21 North, Range 14 East of the I.B.&M., Rogers County – (D#2 Helm)

2. Oklahoma Natural Gas Company – proposed ¾ natural gas pipeline crossing South 4109 Road within the NE/4 of Section 3, Township 20 North, Range 15 East of the I.B.&M., Rogers County – (D#3 Thacker)

3. Rural Water District #3, Rogers County – boring the East 230.40 feet of the West 622.40 feet of the NW/4 of the NW/4 less and except the South 938.80 feet thereof, in Section 20, Township 22 North, Range 16 East of the I.B.&M., Rogers County, Oklahoma, according to the U.S. Government Survey thereof – (D#1 DeLozier)

4. Rural Water District #2, Rogers County – boring East 460 Road .36 miles West of South 4180 Road located between Sections 26 and 35 of Township 22 North, Range 16 East of the I.B.&M., Rogers County – (D#1 DeLozier)

Commissioner DeLozier made a motion to approve Items 1, 2, 3 & 4 under utility permits as presented with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 14: CLAIMS:

1. Salaries –

- Bryan Buckfink – Sheriff’s Office – resignation - ***NOTE***revised letter from Sheriff’s Office will be submitted to remove 13.33 hours of vacation being paid***

- Randy Taylor – Sheriff’s Office –

- Patricia Bible – Sheriff’s Office –

NOTEany claims due for the above mentioned employees was paid on August 31, 2012, payroll***

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

2. Attendant Care – None presented.

3. Detention Transportation Claim – July 2012 - \$1,687.16

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

ITEM 15: BLANKET PURCHASE ORDERS:

1. Material, Supplies, Parts, Groceries & Prescriptions –

- Rogers County Health Department – Urgent Care of Green Country, \$240.00 -

- District #2 – Yellowhouse Machinery Co. - \$2,656.75 -

- Emergency Management – Comdata MasterCard, \$300.00 – Froman Oil, \$250.00-

- E911 – Froman Oil, \$400.00 -

- District #3 – Warren Cat, \$15,000.00; R & S Auto Parts, \$500.00; American Waste Control, Inc. - \$1,000.00; Lowe’s, \$300.00 -

- District #1 – R & S Auto Parts, Chelsea - \$350.00 –

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

2. Orders Exceeding Amount of Issuance – None presented.

ITEM 16: GRANTS:

1. **Receipt of the following Grant:** ODOC CDBG EDIF Award for Release of Funds on Application - #15221-CDBG-ED12 – IPSCO Tubulars OK, Inc., Rail Spur Extension - \$250,000.00

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

ITEM 17: PAYMENT REQUISITION – CONSTRUCTION FUND – RCB BANK, TRUSTEE:

1. Flintco – Application No. 14 - \$1,161,739.58

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

ITEM 18: AGENDA ITEMS:

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

Billy Knowles with BKL, Inc., reported the Courthouse is moving along well; interior work is being done. Bids were opened on the 911 Center on Friday, August 24th and meeting was held last Friday, August 31st to review the bids.

B. J. Fay with Flintco reported elevator #1 and elevator #3 is being installed; running low-voltage cabling for the data & voice and security cabling on 1st floor; installing sheet-rock on 3rd floor; finishing up framing on 4th floor; expect the power to be turned on by the City of Claremore for building soon. Updates and discussions only, no action taken.

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

Bob Anderson, Emergency Management Director, reported he talked with State Forestry Division last week and as long as there is a state-wide burn ban, county will follow. Ranchers are requesting to do controlled burns, but they first have to meet prescribed criteria; have to contact Emergency Management, then contact their fire department and notify law enforcement agencies.

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

3. John Wylie – Enhanced 911 Advisory Board member – (D#1 DeLozier)

Commissioner DeLozier reported John Wylie is very interested in serving; but need to wait for the trust to be formed first. Commissioner DeLozier stated he would not place this item back on the agenda until further notice. Discussions only, no action taken.

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

c.) Ryan Baze, Maintenance/Building Operations, reported of issues with mold in Judge Condren's bathroom; has gathered quotes for remediation to begin, will cost approximately \$3,000.00.

i.) Jenny Bentley, Human Resources Director, reported a draft of the new Hand Book has been sent to the Elected Officials, requests comments be sent by e-mail directly to Human Resources, hopes to have a final draft in November; September is the last scheduled orientation for courthouse employees; will coordinate with each Commissioner for orientation for county warehouses.

j.) I. T. Director, Brett Williston, spoke of a request from an employee of the County Clerk's Office for installation of a scanner, discussions held regarding the County Clerk's Office having their own I.T. person for installing computer equipment.

k.) Planning Commission Director, Larry Curtis, reported a Planning Commission meeting is scheduled for tomorrow at 4:00 p.m.; need 2 nominations on for next week's Commissioner's agenda for Board of Adjustment; had 22 residential building permits and 19 were new homes with an average cost of \$235,000 per home; 1 commercial permit for a total of \$5.2 million of construction.

ITEM 20: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:

None presented.

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 – None presented.

Chairman Helm made a motion to recess with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried and meeting recessed at 9:46 a.m.

Chairman Helm called the recessed meeting back to order at 10:01 a.m. with Commissioner Kirt Thacker and Commissioner Dan DeLozier present and quorum established. ***NOTE*** Board returned to Item #7: Unfinished Business, regarding 2012-2013 proposed budget*** See Item #7 for Board action.

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 Tuesday, September 4, 2012***Commissioner DeLozier made a motion to approve payment of all purchase orders submitted from all departments as presented with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 24: RECESS OR ADJOURNMENT:

Commissioner Thacker made a motion to adjourn the meeting with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried and meeting adjourned at 12:02 p.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 30, 2012, at 1:06 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.