

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, October 9, 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 9:00 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 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: September 28, 2012, and October 1, 2012

Commissioner DeLozier made a motion to approve the minutes from September 28, 2012, and October 1, 2012, as presented with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 6: ANNOUNCEMENTS: None presented.

ITEM 7: UNFINISHED BUSINESS:

1. Award Bid #586 – Pre-Engineered Metal Building – District #1 – ***NOTE*** this bid was opened at October 1, 2012, meeting***

Commissioner DeLozier made a motion to table awarding of bid #586 for one more week (October 15th) with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 8: ZONING:

1. Stormwater Detention Agreement – Valmont Industries, Inc., a Delaware corporation, does hereby grant, bargain, sell, convey and deliver to the Board of County Commissioners – on a tract of land that is part of Lot 3 Block 2 of Riverview Business Park, a subdivision located within Section 4, Township 20 North, Range 15 East of the I.B.&M., Rogers County, Oklahoma – (Curtis)

Planning Commission Director, Larry Curtis, reported Valmont Industries, Inc., is dedicating a stormwater detention easement to the County as required under Section 506.05 of 2008 Subdivision Regulations; recommends the Board accept.

Commissioner Thacker made a motion to accept the stormwater detention agreement as presented with Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 9: PLATS: None presented.

ITEM 10: ROADS & BRIDGES:

1. Keetonville Road Project – (D#3 Thacker)

Brian Kellogg with Kellogg Engineering gave a summary of the Keetonville Road Project from April 2008 to September 2012; ***NOTE***see map of project options, Keetonville Road Summary dated October 8, 2012, Project Report Keetonville Road FEMA Declaration No. 17584-DR-OK, dated June 23, 2009 and FEMA letter dated March 11, 2011, provided by Kellogg and made a matter of public record***Discussions were held regarding options on 76th Street North or 86th Street North.

Commissioner Thacker made a motion to kill the 86th Street North alignment option and look at the 76th Street North alignment option or have a dead-end road with Commissioner DeLozier seconding the motion. Roll Call: Helm-nay, Thacker-aye, DeLozier-aye. Motion carried.

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 – proposed 3/4" natural gas pipeline – boring & crossing East 86th Street North approximately 130 feet west of the Southeast corner of Section 23, Township 21 North, Range

14 East – (D#2 Helm)

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

2. MBO Video, LLC – trenching, plowing & boring – beginning at the Verizon Tower approximately 2300 feet North of U.S. 412 Highway on C Road and 4160 Road, bore to the East side of 4160 Road; then trench South on the East side of 4160 Road crossing U.S. 412 Highway, then continuing South on the East side of 4160 Road approximately 700 feet lying between Sections 33 & 34 of Township 20 North, Range 16 East of the I.B.&M., Rogers County – (D#3 Thacker)

Charlie Pickle with MBO Video, LLC, P.O. Drawer 575, Mannford, Ok 74044, was present at the meeting. Commissioner Thacker reported he could only approve the portion of the permit that was situated in the County, the crossing of U.S. 412 Highway would have to get ODOT approval. Pickle reported he already had a permit from ODOT to cross U.S. Highway 412.

Commissioner Thacker made a motion to approve the permit as presented with the exception of crossing U.S. Highway 412 under ODOT's jurisdiction with Commissioner DeLozier 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 –
 - District #3 – R & S Auto Parts, Claremore - \$500.00

Commissioner Thacker made a motion to approve the blanket purchase order as presented 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:

1. Request #1 for payment of Contract #14796 CDBG 11 in the amount of \$180,000.00 for construction costs Rural Water District #3 Highway 88 water line – (Andy Armstrong)

Andy Armstrong explained this is the 1st request on Phase 1 of Rural Water District #3 waterline project along Highway 88; Armstrong also explained this particular grant is not being handled on-line; will have to e-mail documents to Oklahoma Department of Commerce and a check will be returned to the County on behalf of the water district; Armstrong recommends Board approval.

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

2. Acceptance of Award on Contract Number 15308 CDBG 07 for \$249,950.00 on Phase 2 of Rural Water District #3 Highway 88 water line and authorization of Chairman to sign documents relating to – (Andy Armstrong)

Andy Armstrong explained the acceptance of the award of contract would be done online and recommended Board approval. Commissioner DeLozier made a motion to approve with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

3. Interlocal Cooperation Agreement – between Rogers County Board of County Commissioners and the City of Tulsa-Rogers County Port Authority – IPSCO Rail Spur Project – 15221 CDBG ED 12 and Release of Funds Documentation – (Andy Armstrong)

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

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

1. Flintco, LLC – Application No. 15 - \$946,678.89

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

2. BKL, Inc. – Invoice #27 - \$25,380.00 – Commissioner Thacker made a motion to approve with Commissioner DeLozier 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 reported all is going well on new Courthouse; signage for new Courthouse is almost ready for Commissioner's to review; started re-design on 911 Center for 4000 square foot size; need to have discussions with 911 Administrator, Janet Hamilton.

B. J. Fay with Flintco reported this Wednesday, Oklahoma Natural Gas set gas meter so gas is turned on now; turn on boiler Thursday; Friday expect to turn heat on; painting 3rd and 4th floors; 1st floor ceiling grid and conduct maintenance on elevators.

Discussions and updates only, no action taken.

2. Compliance of Hiring Practices for Sheriff's Jail fund – (D#2 Helm/Criminal Justice Authority)

Jail Administrator, Ronnie Batt, expressed his concerns over the currently hiring policy as set for by Human Resources. Currently the Jail has the potential to lose ten (10) to twelve (12) employees to other law enforcement entities. If the Jail is restricted to the current policy, Jail would be understaffed for approximately two to three weeks. Is asking to streamline process to benefit the jail, keep the job postings open-ended (as needed) as opposed to a starting date and ending date. The Jail needs to fill the open positions expediently.

Human Resources Director, Jenny Bentley, stated this could be done; background test & drug testing would still have to be done, takes anywhere from 48 hours to 72 hours; the interviewing process is what takes up most of the time; recommends doing away with interviewing process with H.R., Sheriff's Office would conduct their own interviews and send applicants to me for the testing process; discussions on exception of doing away with 7 day posting of job for jailers only; burden in process would fall back on the Jail and conditions of employment would be the passing of background and drug testing.

Commissioner DeLozier made a motion to amend the County hiring policy for correctional officers only for the job posting to be left open-ended until filled with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

3. Resolution #2012-101 and Reimbursement Form – funds from Vermeer Great Plains - \$101,000.00 – (D#3 Thacker)

Commissioner Thacker reported this money was from the sealed bids that was done a few weeks ago and made a motion to approve with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

4. County Clerk's Cash Book & Summary Report for September 2012 – (County Clerk)

Commissioner DeLozier made a motion to approve with Commissioner Thacker 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

c.) Ryan Baze, Maintenance Director, reported has issues right now with the north elevator door sticking, repairs will be made this week; repairs 2nd floor bathroom; full time employee is retiring soon and have made a part-time employee full time now, creates a part-time open position.

i.) Human Resources Director, Jenny Bentley, reported has orientation scheduled for District #2 on Thursday and District #3 on Friday; is currently working with Community Care to schedule orientation for Courthouse employees.

k.) Larry Curtis, Planning Commission Director, reported he and Planning Commission Board member Newt Clements, attended a Planning Commission workshop last Friday; last Tuesday the regular scheduled Planning Commission meeting was held; expects a quorum for the next Board of Adjustment meeting; Thursday & Friday this week will be attending an American Planning meeting in Stillwater.

ITEM 20: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:

- 1. 140 Wireless Prepay 911 Fee = \$3,389.54
- 2. 141 Wireless Services - \$24,297.17
- 3. 142 E911 Addressing - \$9,896.08
- 4. Publishing Notice of Election to form Fair Oaks Fire Protection District -

NOTEthese items were acknowledged for public record only, no action taken***

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 –

Claremore Daily Progress reporter Salesha Wilken; and Russell Guilfoyle, 21822 South Keetonville Road, Claremore, Ok 74017 along with Andrea Feeback had questions and comments regarding Item 10 Road & Bridges: Keetonville Road Project and Item 23 Payment of Purchase orders from all Departments: purchase order #301164 issued to Maxwell Supply for \$11,262.45 for District #2.

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.

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, October 9, 2012***Commissioner DeLozier made a motion to approve payment of all purchase orders submitted for payment 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 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 11:26 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, October 4, 2012, at 2:24 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.*