

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, November 13, 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: November 5, 2012

Commissioner DeLozier made a motion to approve the minutes from November 5, 2012, as presented with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 6: ANNOUNCEMENTS:

Rogers County Clerk, Peggy Armstrong, announced the budgets (excluding special assessments) of Rogers County for 2012-2013 have been received and officially filed with the Oklahoma State Auditor & Inspector; official filing date – November 8, 2012 with Protest Period ending 5:00 p.m. on Monday, November 26, 2012.

ITEM 7: UNFINISHED BUSINESS:

1. Award Bid #591 – Used Bucket Truck – (D#1 DeLozier) ***NOTE***this bid was opened at November 5, 2012, meeting***

Commissioner DeLozier made a motion to table awarding of bid for one more week (November 19th) with Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 8: ZONING:

1. Public Hearing with discussion and possible action on the request for zoning change from C-2 to AR that the intended use of the property, after rezoning, is for construction of a new home – Applicant: Michael Parkey – Legal Description: the West 300 feet of the East 900 feet of the NE/4 of the NW/4, less and except the North 581 feet thereof, in Section 12, Township 21 North, Range 14 East of the I.B.&M., Rogers County, State of Oklahoma, according to the U.S. Government Survey thereof, being 5 acres more or less **and** the North 581 feet of the West 300 feet of the East 900 of the NE/4 of the NW/4 of Section 12, Township 21 North, Range 14 East of the I.B.&M., Rogers County, State of Oklahoma, according to the U.S. Government Survey thereof, containing 4 acres more or less – Address: 18110 East 116th Street North, Owasso, Ok 74055

Planning Commission Director, Larry Curtis, reported the Planning Commission approved on November 6, 2012, by a vote of five to zero; reviewed packet with the Board; applicant Michael Parkey was present at the meeting; no opposition was present at the Planning Commission meeting nor the Board of County Commissioner's meeting; Curtis recommended approval.

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

ITEM 9: PLATS: None presented.

ITEM 10: ROADS & BRIDGES:

1. Independent Contract Agreement – for engineering services on Bridge #36 over Buck Creek by and between Board of County Commissioners and Kellogg Engineering, Inc., in District #2 – (D#2 Helm)

Brian Kellogg explained Bridge No. 36 over Buck Creek is located on East 350 Road east of North 4040 Road approximately ¼ miles from the Washington County line; is a “major collector” road; is a cut-through road for driving to Bartlesville; is scheduled for 2014 with BR funding being approximately \$700,000.

Chairman Helm made a motion to approve with Commissioner Thacker seconding

the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

2. Interstate 40 Crosstown Steel Beam Transfer Form – (D#1 DeLozier)

Commissioner DeLozier explained these are beams going to be used on Bridge #71 Project on Owalla Road and made a motion to approve with Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

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 - \$7,000.00

Commissioner Thacker reported this transfer is to purchase a hammer for the front of a trac-hoe and made a motion to approve with Commissioner DeLozier seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

ITEM 13: UTILITY PERMITS: None presented.

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:
 - Lowe's - \$300.00
 - Diamond P Lawn & Garden - \$150.00
 - American Waste Control, Inc. - \$1000.00
 - R & S Auto Parts - \$500.00

Commissioner Thacker made a motion to approve the blanket purchase orders as presented with Chairman Helm 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:

1. BKL, Inc. – Invoice #28 - \$33,460.00

Discussions held regarding whether to pay from 2010 Series or 2011 Series bond monies. Chairman Helm made a motion to approve and pay from 2010 Series with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

2. Flintco, LLC – Application No. 16 - \$959,770.35

Chairman Helm made a motion to approve payment 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 reported all is moving along well on the new Courthouse; continuing with construction drawings on the E911 Center so be bid by the 1st of the year; Plaza drawings for the new Courthouse are being drawn now.

B. J. Fay with Flintco reported pouring terrazzo flooring on 2nd floor; doing some grinding on the 3rd floor and doing polishing on the 4th floor; installing millwork in the Courtrooms on the 3rd floor; putting ceiling grids on the 3rd floor; dropping lights, painting, etc on the 4th floor.

Discussion & update only, no action taken.

2. Discussion with possible action on City of Claremore and Rogers County

combining E911 and Dispatch – (D#1 DeLozier)

Commissioner DeLozier reported a dialogue was been opened up with the City of Claremore, is a work in-progress. Update only, no action taken.

3. Open & Award Bid #592 – Portable Asphalt Reclaiming Machine – D#2

20 bid packets were mailed with 0 being returned undeliverable and 5 responses received as follows: “No Bids” from G.W. Van Keppel Company; OCT Equipment; Frontier Equipment; and C. L. Boyd Company. 2 Bid options were received from Asphalt Zipper, Inc., for \$153,990.00 and \$129,450.00
NOTEsee attached bids for complete information***

Chairman Helm made a motion to table awarding of bid for one week for review (November 19th) with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

4. Brett Williston, Information Technology, resuming administration of the County Clerk's Office computer network – (County Clerk/IT)

County Clerk Peggy Armstrong, reported with the new administration going to be taking over in January 2013 in the County Clerk's Office and the resignation of I.T. person for the County Clerk's Office, the County Clerk's Office is requesting Brett Williston resume administering of the computer network.

Williston reported he has a huge load right now with the new Voice network for the new Courthouse he is currently working on; basic administration for the County Clerk's office is approximately 5 to 10 hours per week; reminded the Board he runs the networks very strict; also reported in 2002 when the Auditor's came in they were the ones that recommended to the Board they establish an Information Technology

Department, to be independent with oversight. Williston requested an extra \$400 per month raise. Discussions held as to where the funds would come from, possibly the County Clerk's office would pay from their budget. Armstrong reported the extra pay could come from fee accounts within the County Clerk's Office. Discussions held regarding Human Resources Director, Jenny Bentley to review pay scale of I.T. personnel.

Commissioner DeLozier made a motion to table this item for one week (November 19th) with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye, DeLozier-aye. Motion carried.

5. Resolution #2012-114 and Reimbursement Form – deposit funds from Mike Graham Auctioneers in the amount of \$15,180.00 into One Cent Sales Tax for distribution for District #3 – (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.

6. Reimbursement Form as per Resolution #2012-58 – deposit funds from FEMA in the amount of \$1,654,800.86 into One Cent Sales Tax Fund for distribution for District #2 – (Comm. Office)

Chairman Helm reported the balance of \$200,000 was deposited into T-highway salaries and 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

a.) 911 Administrator, Janet Hamilton, reported the last Advisory Board meeting will be conducted today at 2:00 p.m.; next Tuesday, November 20th, begins the Trust meetings; will be attending on Wednesday, November 14th, the monthly INCOG meeting.

c.) Building Operations/Maintenance Director, Ryan Baze, reported is currently having issues with north elevator doors not closing; plans on doing work himself to save the County money; hiring outside vendor would cost approximately \$4000 to \$5000 dollars; Judge Condren's bathroom has been mud, taped, etc., and ready to install stool & sink; employee has moved back into the office.

g.) Election Board Secretary, Julie Dermody, alerted the Board to the fact votes are not happy with where they are having to vote due to the re-districting; November 6th election went very well; had approximately 2000 absentee voters.

i.) Human Resources Director, Jenny Bentley, reported Open Enrollment went very well; to anyone that was not able to make it out to Open Enrollment, your forms will be sent to your department head and/or elected official for you to sign, if you have no changes, please check the box no changes and return to Jenny; if you have changes please complete the attached form and/or come down or call; need all forms back by Friday, November 16th. Orientation is being held Wednesday, November 14th beginning at 9:00 a.m.

j.) I.T. Director, Brett Williston, reported the new Sisco equipment is coming in and needs to set up a meeting with Flintco on when installation can start; reported last Saturday night (November 10th) the web server was attacked, currently investigating.

k.) Planning Commission Director, Larry Curtis, reported he attended a mandatory meeting with Oklahoma Water Resources Board and became certified for one more year in flood plain management; reminded 2012 flood plain maps are on Interactive GIS portion of the Assessor's web site.

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 –

Salesha Wilken with the Claremore Daily Progress asked questions and commented on Item 18 Agenda Items #6.

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. Signing of Letter on behalf of Lane or Connie Ramsey, IronHorseP3,LLC, addressed to Oklahoma ABLE Commission according to Oklahoma State Statues Title 37 §523 in order to issue a license to operate; building is in compliance with zoning. ***NOTE***see attached letter for information***

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

NOTECommissioner DeLozier left the meeting at approximately 10:52 a.m.***

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 by payment by the Board on Tuesday, November 13, 2012***Commissioner Thacker made a motion to approve payment of all purchase orders submitted from all departments with Chairman Helm seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried.

ITEM 24: RECESS OR ADJOURNMENT:

Chairman Helm made a motion to adjourn the meeting with Commissioner Thacker seconding the motion. Roll Call: Helm-aye, Thacker-aye. Motion carried and meeting adjourned at 10:53 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 8, 2012, at 1:05 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.*