

**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 7th, 2013, 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 Thacker 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 Thacker, Commissioner Dan DeLozier, and Commissioner Mike Helm 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 Helm said a prayer.

**ITEM 5: APPROVE/DISAPPROVE MINUTES:** January 2, 2013  
Commissioner Helm made a motion to approve minutes as presented with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 6: ANNOUNCEMENTS: - None presented**

**ITEM 7: UNFINISHED BUSINESS:**  
1. Open & Award Bid #597 – Used Dump Truck – District #3 – (D#3 Thacker)  
\*\*\*NOTE\*\*\*this bid was opened on December 26, 2012  
Chairman Thacker made a motion to table one week with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.  
  
2. Rural Economic Action Plan (REAP) Contract #036-ED-2013 (D#3-Thacker)  
\*\*\*NOTE\*\*\*this was tabled from January 2, 2012  
Chairman Thacker made a motion to table one week with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 8: ZONING:**  
1. Public hearing with discussion and possible action on the request for zoning change from AR to I-1 that the intended use of the property, after rezoning, is for: Billboard (Use Unit 22) and Permitted Industrial Uses. APPLICANT: Bill McAnally, CURRENT ZONING: AR.LEGAL DESCRIPTION: A tract of land located in the SW/4 of section 32 Township 20N, Range 16 East of the Indian Base and Meridian, Rogers County, Oklahoma, more particularly described as follows: SEE EXHIBIT “A”. ADDRESS: 11525 E. Highway412, Catoosa, OK 74015  
No opposition present. Zoning board approved 5 – 0. Chairman Thacker made a motion to approve with Commissioner Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**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. Rural Water District #3, Rogers County (911 Extension) – trenching 3’ N & parallel to EW 470 (Lowery Road), The South 20’ of the SW/4 SW/4 SW/4 of Section 31, Township 22 North, Range 16 East, beginning at the SW/4 corner of said section going East for 560’ (D#2, Helm)  
Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 14: CLAIMS:**  
1. Salaries  
2. Attendant Care

**ITEM 15: BLANKET PURCHASE ORDERS:**

1. Material, Supplies, Parts, Groceries & Prescriptions –
  - American Waste Control- D#3 \$1000.00
  - Speedy Lube – Sheriff - \$500.00
2. Orders Exceeding Amount of Issuance – None presented.

**ITEM 16: GRANTS:**

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

1. BKL, Inc. – Invoice #30 - \$34,460.00  
Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 18: AGENDA ITEMS:**

1. Update by BKL, Inc., and Flintco regarding Courthouse and E911 Center Projects –  
Kim Reeve stated they were meeting their deadlines. Documents should be ready today for bid packets for E-911 Center to be forwarded to Flintco. Everything is on schedule.  
B.J. Fay reported they were pouring concrete in the ally and setting the gateposts and fencing. Terrazzo is being installed on the first floor, millwork on the 3<sup>rd</sup> and 4<sup>th</sup> floors, and painting on the 2<sup>nd</sup> floor. Bid packets for the E-911 Center will go out in approximately two weeks. They would open in mid-February and award the end of February. Discussion only. No action taken.
2. Designate a representative to serve on the Review Committee for the Town of Chelsea in the formation of a tax increment district within the Clark & Payne Industrial Park (D#1, DeLozier)  
Commissioner Helm made a motion to approve Commissioner DeLozier as representative with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
3. Removal of Milinda Burns as Receiving Agent and appoint Amanda Mosely as Receiving Agent for Court Clerk – (Court Clerk-Kim Henry)  
Court Clerk Kim Henry stated Milinda Burns had retired. Commissioner DeLozier made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
4. Removal of Candi Czapansky and Lisa England as Requisitioning Officers and appoint Jennifer Book as Requisitioning Officer for Court Clerk – (Court Clerk – Kim Henry)  
Court Clerk Kim Henry reported that Lisa England retired. Commissioner DeLozier made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
5. Removal of David Harper as Receiving Agent and appoint Sonja Redding as Receiving Agent for County Clerk – ( County Clerk – Robin Anderson)  
County Clerk Robin Anderson informed the board that David Harper was no longer employed with the County Clerk's office. Chairman Thacker made a motion to approve with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
6. Reimbursement form to One Cent Sales Tax, District #2, Resolution 2012-59, from Town of Oologah \$1,825.59 and Oologah Municipal Authority \$89.57 ( Comm.)  
Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
7. Reimbursement form to One Cent Sales Tax, District #2, Resolution 2012-60, from Town of Talala \$471.16 ( Comm.)  
Commissioner Helm made a motion to approve with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
8. Reimbursement form and Resolution 2013-1, to One Cent Sales Tax, District #2, from OTEMS \$1,126.84 (Comm.)  
Commissioner Helm made a motion to approve with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
9. Reimbursement form and Resolution 2013-2, to General Fund, District #1, Cemetery Restitution Fund, \$200.00 (Comm.)  
Commissioner DeLozier made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
10. Reimbursement form and Resolution 2013-3, to One Cent Sales Tax, District #2, from Welch State Bank \$9,480.43 (Comm.)  
Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
11. To close out FEMA Project DR 1754, PW 937, equipment portion, going from lease-purchase to buying outright a 2011 Twin Engine Schwarze Road-Patcher in the amount of \$188,600.00 to Frontier Equipment, Yukon, Oklahoma (D#2)  
Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-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 reported that the rooftop units were back in operation.

e. Court Clerk Kim Henry informed the board that the office hours would be 8:00

a.m. to 5:00 p.m.

h. Interim Director Kelly Deal reported there was a potential chance of heavy rain

Tuesday night. No flooding expected.

**ITEM 20: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:**

1. Drawing was held on January 3, 2013 in the County Clerk's office to determine the order of weekly publications in County newspapers with the following results:

a. 1<sup>st</sup> quarter 2013 – Claremore Daily Progress

b. 2<sup>nd</sup> quarter 2013 – Chelsea Reporter

c. 3<sup>rd</sup> quarter 2013 – Oologah Lake Leader

d. 4<sup>th</sup> quarter 2013 – Inola Independent/ Catoosa Independent

2. Administration and Registration Report from the Rogers County Election Board

**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 –

Janet Gray voiced her opinion regarding the termination of former Emergency Management Director Bob Anderson.

Saleesha Wilken asked questions regarding the purchase of the Schwarze Road Patcher and about the posting of Emergency Management Position.

**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 –

\*\*\*\*\*note\*\*\*\*\* This item was discussed first at the meeting. Chairman Thacker stated that OTEMS Director Kelly Deal would be assuming duties of the Emergency Management Director for a one week period beginning immediately. Job postings would be forthcoming. Chairman Thacker made a motion to approve Kelly Deal as interim director with Commissioner Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-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, January 7, 2013\*\*\*Commissioner Helm made a motion to approve payment of all purchase orders submitted from all departments with Commissioner DeLozier 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 at 9:57 a.m. with Commissioner Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

BOARD OF COUNTY COMMISSIONERS  
ROGERS COUNTY, OKLAHOMA

By: \_\_\_\_\_

Robin Anderson, Rogers County Clerk

(SEAL)

*Notice of said meeting was filed in the Office of the County Clerk on **Thursday, January 3, 2013, at 4:40p.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.*