

**NOTICE OF REGULAR MEETING**

BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA

**PLACE:** Rogers County Courthouse, 219 South Missouri, Room 1-109, Claremore, Oklahoma

**DATE & TIME:** Monday, January 28, 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:**

**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:** Chairman Thacker 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 22, 2013 and Special Meeting of January 22, 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:** none presented

**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:**

1. 101- T Highway Fund --\$272,792.56
2. 105 – County Bridge & Road Improvement Fund -- \$23,420.24 Commissioner Helm made a motion to approve as presented with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 12: TRANSFER OF FUNDS:**

1. 004 – One Cent Sales Tax M & O to Salaries, Lease Purchase & Capital Outlay \$288,900.00 – Commissioner DeLozier made a motion to approve with Commissioner Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
2. 119 – Sheriff Civil Fees M & O to Travel \$10,000.00 – Chairman Thacker made a motion to approve with Commissioner Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 13: UTILITY PERMITS:**

1. Chelsea Gas Authority, 635 South Olive St. Chelsea, OK 74016- boring -SE/4, Section. 18, Township 22 North, Range 16 East, Property Address – 15750 S. Canyon Oaks Lane, Claremore (D1) Commissioner DeLozier made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

3. Oklahoma Natural Gas, A division of ONEOK, Inc., Post Office Box 871, Tulsa, OK 74102-0871 – Trenching – Paralleling Old Highway 33 approximately 10' South of the north highway right-of-way beginning 910' west of the SE/Corner of Section 31, Township 20 North, Range 17 East thence extending 4,300' west. (D3)

4. Oklahoma Natural Gas, A division of ONEOK, Inc., Post Office Box 871, Tulsa, OK 74102-0871 – Boring – Crossing Old Highway 33 approximately 40' north and 1,580' east and 2,580' east of the SW/Corner of Section 31, Township 17 North, Range 16 East. Also crossing Old Highway 33 approximately 40' west of SE/Corner of Section 26, Township 20 North, Range 19 East. Also crossing South 4190 Road approximately 40' north of the SE/Corner of Section 36, Township 20 North, Range 19 East. (D3)

5. Oklahoma Natural Gas, A division of ONEOK, Inc., Post Office Box 871, Tulsa, OK 74102-0871 – Boring – Crossing Old Highway 33 approximately 410' east, 619' east, 752' east 1,237' east, 1,533' east, and 1,820' east of the SW/Corner of Section 31, Township 20 North, Range 17 East. Also crossing Old Highway 33 approximately 2,200' west and 2,542' west of the SE/Corner of Section 31, Township 20 North, Range 17 East. (D3)

6. Oklahoma Natural Gas, a division of ONEOK, Inc., Post Office Box 871, Tulsa, OK 74012-0871 – Boring – Crossing E Twin Creeks Drive approximately 480' south and 675' west and also 625' south and 795' west of the NE/Corner of Section 1, Township 20 North, Range 14 East. (D3)-- Chairman Thacker made a motion to approve Utility Permits 3 – 6 as presented with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

7. Cox Communications, 11811 East 51<sup>st</sup> Street, Tulsa, OK 74146 – Boring – 405A West Lowry Road, Claremore, OK –Section 33, Township 21 North, Range 16 East (D1)-- Commissioner DeLozier made a motion to approve with Commissioner Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 14: CLAIMS:**

1. Salaries – January 2013 -- Commissioner Helm made a motion to approve as presented with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
2. Attendant Care- none presented

**ITEM 15: BLANKET PURCHASE ORDERS:**

1. Material, Supplies, Parts, Groceries & Prescriptions –
  - Sheriff to D#2 for fuel \$500.00
  - Sheriff to D#1 for fuel \$3,000.00
  - Sheriff to Comdata for fuel \$17,000.00
  - Sheriff to Bimbo Bakeries for inmates \$1450.00
  - Sheriff to Farmer Brothers Coffee for inmates \$200.00
  - Sheriff to Sysco for inmates \$3,800.00
  - Sheriff to Warehouse Market for inmates \$200.00
  - Sheriff to Performance Food Group for inmates \$6,000.00
  - Sheriff to U.S. Foods for inmates \$600.00
  - Sheriff to Correction Dental Services for inmates \$2,000.00
  - Sheriff to Mobile X-Ray for inmates \$600.00 -- Commissioner DeLozier made a motion to approve with Commissioner Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-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:** none presented

**ITEM 18: AGENDA ITEMS:**

1. Update by BKL, Inc., and Flintco regarding Courthouse and E911 Center Projects – B. J. Fay with Flintco reported workers are currently painting on second floor of new Courthouse. The Alley between the courthouse and jail is nearing completion with the pouring of the concrete. Bid openings for the E-911 Center will be @ 1:00p.m. on Thursday at the County Building. Discussion only – no action taken.
2. Presentation by P & K Equipment (D2)  
Randall Bobbit, Owasso Store Manager and Tony Carleson, Sales Representative for P & K made a presentation concerning leasing of equipment. With this program, each year the county would be able to upgrade current equipment. Also, maintenance would be covered by P & K Equipment. Discussion only – no action taken.
3. Presentation by ECA-AST – Environmental Compliance Auditing –Aboveground Storage Tanks (D1)  
Darin Thompson with ECA-AST presented the Commissioners with information regarding the regulations of above ground storage tanks. He also stated the benefits of his company in regards to complying with state and federal laws. Discussion only – no action taken.
4. Appoint or reappoint representatives to the Grand Gateway Board of Directors for 2013 (Comm)  
Chairman Thacker made a motion to reappoint Commissioner DeLozier and Commissioner Helm to the Grand Gateway Board of Directors with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
5. Resolution #2013-11 and Reimbursement form – Planning Commission Fuel Reimbursement \$365.56 to District #3 (Comm)  
Chairman Thacker made a motion to approve the resolution and reimbursement as presented with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
6. Open and Award Bid #598 – Furniture for District Attorney (DA)  
Bids were received from the following vendors:
  - Fenton Office Mart – no bid
  - Commercial Concepts - \$24,371.65 (partial)
  - L & M Office Furniture - \$81,778.52
  - Oklahoma Correctional Industries - \$43,391.71 (partial)
  - McCarty Office Machines - \$67,438.00
  - Office Everything - \$31,158.00 (partial)Misty Douglas with the District Attorney's office asked for time for further review. Chairman Thacker made a motion to table with Commissioner DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

7. Independent Contractor Agreement by and between Board of County Commissioners and Kellogg Engineering, Inc., Spunky Creek Bridge #113 Project, #BRO-166D(123)CO, J/P 20642(04) District #3 Rogers County (D3)

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

8. Discussion and possible action on Resolution 2013-12 concerning the Lease Purchase of land and a building in Rogers County, Oklahoma which was formerly the Oologah-Talala Emergency Medical Services Facility from Government Capital Corporation (D1)

Commissioner DeLozier stated that the lease purchase of this land and building would in no way affect Oologah-Talala Emergency Medical Services. This is a contract between the county and Government Capital Corporation. Commissioner DeLozier made a motion to approve the resolution with Chairman Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

9. Lease Purchase Agreement of land and building Rogers County, Oklahoma which was formerly the Oologah-Talala Emergency Medical Services Facility from Grand Bank. (D1)

Chairman Thacker noted this was from Government Capital Corporation and NOT Grand Bank. Item #8 was correct but this item was inadvertently typed incorrectly. Commissioner DeLozier made a motion to approve the lease purchase with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

10. Confirmation of Appointment of Mr. Ed Fariss to Tulsa's Port of Catoosa Facilities Authority (Comm)

Chairman Thacker made a motion to approve Mr. Ed Fariss with Commissioner Mike Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

11. Independent Contractor Agreement by and between Board of County Commissioners and One-on-One Computer Help, Jim Guess, Owner (Election Board)

Julie Dermody stated Mr. Guess was highly qualified to assist their office at a moment's notice. Chairman Thacker made a motion to approve contract as presented with Commissioner Mike Helm seconding the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 19: MOVING PROCEDURES INTO NEW COURTHOUSE**

• The possibility of closing the Courthouse to the public for one week during the move was discussed.

• Ryan Baze, Maintenance was in the process of estimating the number of boxes needed for the move.

Discussion only – no action taken.

**ITEM 20: 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—Julie Dermody, Election Board Secretary, stated there is a school board election on February 12<sup>th</sup>. There will be early voting on Friday and Monday before. Oologah will have 2 sets of absentee ballots because of a special election. Discussion was held on prior elections and absentee ballots. Commissioner DeLozier asked if the state understands the cost of elections. Julie suggested everyone contact their State Legislators if they are concerned about costs. h.) Emergency Management—Kelley Deal, Interim Emergency Management Director, stated there is a possible chance of severe thunderstorms tonight and tomorrow. Discussion was held whether OTEMS was going bankrupt and Mr. Deal stated they are not. i.) Human Resources – Jenny Bentley, HR Director, stated employee handbooks are in; Mr. Iski has reviewed them; and interviews will begin for the Emergency Management Director. j.) Information Technology—Cox will finish their portion for the new courthouse in mid-February, then Presidio will finish in mid-March. k.) Inspections/Planning Commission – Larry Curtis, Director, will be short-handed on employees this week and he passed the Certified Floodplain Management course. l.) Judicial – Judge Erin Oquin stated all the judges are willing to help in any way they can with the move. They can do some of their business over the phone if the courthouse closes for one week. They will work with the Court Clerk's office during the transition. m.) OSU Extension – n.) Sheriff o.) Treasurer

**ITEM 21: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:**

1. Grand Gateway Economic Development Association – E-911 Service Fees for November 2012 - \$24,427.42 Warrant #1592 –Acknowledgement only.

**ITEM 22: 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, Claremore Progress, asked questions of Commissioner Helm regarding the details of the presentation of P&K Equipment. He explained the benefits of leasing the equipment. Chief Puckett asked the board if there would be a committee formed to select the new Emergency Management Director. Discussion was held. Commissioner Helm stated we have a Human Resources Director to handle this.

**ITEM 23: 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 - Chairman Thacker asked if a commissioner could represent him at the CED meeting on Thursday, January 31, 2013. He will not be able to attend. Commissioner Helm agreed to represent him.

**ITEM 24: 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 28, 2013\*\*\*Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Commissioner DeLozier was absent from the meeting at this point and had been gone for 45 minutes. Chairman Thacker asked that the records reflect this. Roll call: Thacker-aye, Helm-aye. Motion carried.

**ITEM 25: RECESS OR ADJOURNMENT:** Commissioner Helm made a motion to adjourn at 10:57 a.m. and Chairman Thacker seconded the motion. Roll call: Thacker-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 24<sup>th</sup>, 2013, at 3:54p.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.*