

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, February 25, 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 9:01 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 Kirt 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.
*****Note****Item 2 of agenda items was discussed at this time. Judge Condren spoke for the Rogers County Courthouse Recommendation Committee and stated they would like to make the new courthouse address 200 South Lynn Riggs Blvd. rather than 421 West Patti Page Blvd. Discussion was held and Chairman Thacker made a motion to place back on the agenda next week. Commissioner DeLozier seconded the motion.

ITEM 5: APPROVE/DISAPPROVE MINUTES: February 19, 2013 - Commissioner Helm made a motion to approve the minutes and Chairman Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 6: ANNOUNCEMENTS: County Clerk Robin Anderson reminded everyone of Marilyn Gibson's retirement reception on February 28th at 3:00 p.m.

ITEM 7: UNFINISHED BUSINESS:

- Salaries and benefits for E-911 Dispatch Staff **note** this item was tabled from January 22, 2013 - After discussion of this item, Assistant District Attorney David Iski requested it be tabled for 3 weeks so he could further review. Commissioner Helm made a motion to table for 3 weeks and Commissioner DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
- Award bid #599 -- grader tires (District 2) **note**this item was tabled from February 19, 2013 bid opening – Commissioner Helm made a motion to go with TRW with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
- Award bid #600 -- electronic control devices (Sheriff)**note**this item was tabled from February 19, 2013 bid opening – Jon Sappington, Undersheriff, stated they were choosing the Taser brand. It was the only bid sent in. Chairman Thacker made a motion and Commissioner DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
- Award bid #601 -- emergency vehicle equipment (Sheriff)**note**this item was tabled from February 19, 2013 bid opening – Jon Sappington, Undersheriff, advised they would like to go with Visual Force, they are the lowest bid. The lease starts in April. Chairman Thacker made a motion and Commissioner DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 8: ZONING: Public hearing with discussion and possible action on the request for zoning change from AG to RST-40 that the intended use of the property, after rezoning, is for: Placement of a Mobile Home on the Property. APPLICANT: Charles & Elaine Schmidt CURRENT ZONING: AG. LEGAL DESCRIPTION: A tract of land in the SE/4 of SE/4 of NE/4 of Section 16, Township 23 North, Range 15 East of the I.B.&M., according to the U.S. Government Survey thereof, described as: Begin at the SE corner of said SE/4 of SE/4 of NE/4, thence West along South line thereof to the East right of way line of the K.&A.V. Railroad. thence North 4⁰03'08" East along said East right of way line 262.64' to a point, thence East and parallel to the South line 218.32' to the East line of the SE/4 of SE/4 of NE/4, thence 262' to the POB. ADDRESS: 7003 E. 375 Rd. Oologah, OK 74053. It passed the Planning Commission with a 7-0 vote. Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 9: PLATS: 1. Public hearing with discussion and possible action on the request for Preliminary Plat Approval for *The Bluffs at Stone Canyon Phase II*. Applicant: Kellogg Engineering. Current Zoning: PUD. LEGAL DESCRIPTION: A TRACT OF LAND LOCATED IN THE EAST HALF OF SECTION ONE OF TOWNSHIP TWENTY NORTH AND RANGE FOURTEEN Q4) EAST OF THE INDIAN BASE D MERIDIAN (IAB.8cM.), ACCORDING TO THE U.S. GOVERNMENT SURVEY, THEREOF, ROGERS COUNTY, STATE OF OKLAHOMA – Discussion was held and Mr. Kellogg agreed it met all the requirements. Planning Commission approved 7-0. These are private streets. At the bottom of the plat, it reads Rogers County will not be taking these roads into the County Maintenance System. Commissioner Helm made a motion to approve

with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

2. Public hearing with discussion and possible action on the request of Preliminary Plat Approval for *Clear Creek at Woodside Phase II*. Applicant: Kellogg Engineering. Current Zoning: RS-40. LEGAL DESCRIPTION: A TRACT OF LAND, LOCATED IN THE NORTHEAST QUARTER (NE/4) OF SECTION THIRTY—FIVE (35) OF TOWNSHIP TWENTY—THREE (23) NORTH AND RANGE FOURTEEN (14) EAST OF THE INDIAN BASE AND MERIDIAN (I.B.&M.), ACCORDING TO THE U.S. GOVERNMENT SURVEY, THEREOF, ROGERS COUNTY. OKLAHOMA; - Brian Kellogg is representing the homeowners and the Planning Commission approved it 7-0. Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 10: ROADS & BRIDGES: CIRB Projects 8 – year plan 2013-2020, splitting of 193rd into two separate phases (District 2) - Rebecca Ward, Guy Engineering, explained this needed to be split to meet ODOT requirements. Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 11: CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS:
1. 101- T-Highway
2. 105- County Bridge & Road Improvement Fund – CBRIF - Commissioner DeLozier made a motion to approve Items 1 and 2 and Commissioner Helm and seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 12: TRANSFER OF FUNDS:
1. District 3 – 83ST-200 One Cent M&O to 83ST-400 Capital Outlay - \$75,000.00
2. District 3 – 83ST-200 One Cent M&O to 83ST-400 Capital Outlay - \$2500.00
Chairman Thacker made a motion to approve items 1 and 2 and Commissioner Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 13: UTILITY PERMITS:
1. Rural Water District No. 2, Mayes County – boring - the NE/4 of Section 25, Township 20 North, Range 17 East, 35 feet South of the intersection of NS 425 and EW 57 (District 3) – Chairman Thacker made a motion to approve and Commissioner Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
2. Totah Communications, Inc. – boring – Section 25 and 26, Township 24 North, Range 15 East, at intersection of East 330 & North 4120 (District 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 14: CLAIMS:
1. Salaries – February Salaries - Chairman Thacker made a motion to approve salaries and Commissioner DeLozier seconded 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 –
▪ Health Department to Urgent Care for \$240.00
▪ District 3 to Ameriflex Hose and Accessories for \$500.00
▪ Assessor to District 3 for \$400.00
▪ Sheriff to Froman Oil for \$1000.00
▪ Sheriff to Westwood for \$6000.00
▪ Sheriff to Medical Compliance for \$400.00
▪ Sheriff to St. Francis Outreach Services, LLC for \$1200.00
▪ Sheriff to PHS Mobile X-ray for \$600.00
▪ Sheriff to Correctional Dental Services for \$2000.00
▪ Sheriff to Farmer's Brothers Coffee for \$200.00
▪ Sheriff to Warehouse Market for \$250.00
▪ Sheriff to Bimbo Bakeries for \$1200.00
▪ Sheriff to U.S. Foods for \$1200.00
▪ Sheriff to Performance Food Group for \$5600.00
▪ Sheriff to Sysco Foods for \$3800.00
▪ Sheriff to Rogers County District 2 – fuel -\$500.00
▪ Sheriff to Rogers County District 1 – fuel - \$3000.00
▪ Sheriff to Speedy Lube - \$500.00

Chairman Thacker made a motion to approve all blanket purchase orders and Commissioner DeLozier seconded 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, Flintco, stated they are putting up panels, painting, and tracking under budget. The E911 center, the county has been out there doing dirt work. Kim Reeves, BKL, stated the courthouse is coming along well and so is the E911 Center. Discussion was held of the moving of the E911 staff.

2. Recommendation of the Rogers County Courthouse Recommendations Committee regarding addressing of the new courthouse – (Chairman Thacker and Judge Condren)***see page 1 of agenda

3. Addendum No. 7 to the Master Services Agreement between the Regional 9-1-1 Board, The Cities of Bixby, Claremore, Collinsville, Glenpool, Jenks, Owasso, Rogers County, Sand Springs, Sapulpa, Skiatook, and Tulsa, Southwestern Bell Telephone, dba AT&T Oklahoma, Extension of the term of the contract, installation of equipment notice – Janet Hamilton, E911 Director, announced she met last week with AT&T reps along with INCOG. Discussion was held regarding the contract. She asked it be put back on agenda upon further notice. Chairman Thacker made a motion to put back on agenda upon further notice and Commissioner DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

4. Resolution for Disposing of Equipment –

1. District 2 – John Deere Flexwing Mower CX15 Serial #WOCX15E007920- sold to the Board of County Commissioners of Sequoyah County for \$4000.00 – Note****This should read it sold for \$6000.00. Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

2. District 2 - John Deere Flexwing Mower CX15 Serial #WOCX15E007074- sold to the Board of County Commissioners of Sequoyah County for \$6000.00 Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

3. District 2 – Lincoln AC2255 Welder Serial #8370102 – sold to Elk City Auction with Mike Graham Auctioneers – – Note****This should read “to be sold”**** Commissioner Helm made a motion to approve with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

5. Reimbursement Form as per Resolution No. 2012-57 deposit One Cent Sales Tax Fund into M&O General Fund – postage reimbursement - \$1014.84-Julie Dermody, Election Board Secretary, explained that Rogers County is the only county in the state to have an agreement with the U.S. Postal Service to get a discounted rate. This is a reimbursement. Commissioner Helm made a motion to approve and Chairman Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

6. Monthly Report of Officers – January 2013 Commissioner DeLozier made a motion to approve and Commissioner Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

*****NOTE*****Chairman Thacker moved down to Items 19 and 20 on the agenda.*****

7. Discussion and possible action to enter Executive Session for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, as authorized by Title 25 O.S. § 307 (B) (1), to-wit: interviewing possible candidates for Emergency Management Director (D#1-DeLozier and D#2 Helm) Commissioner Helm made a motion to enter Executive Session at 10:05 a.m. and Commissioner DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

8. Motion and Vote to Adjourn Executive Session and enter Regular Session - Commissioner DeLozier made a motion to adjourn Executive Session and enter Regular Session at 10:20 a.m. with Chairman Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

9. Discussions and possible action with respect to the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee: Emergency Management Director - Chairman Thacker made a motion to offer Scotty Stokes the position of Emergency Management Director with Commissioner Helm seconding the motion. He has accepted and will begin March 11th and we are asking Kelly Deal to stay on for two weeks until March 25th during the transition. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 19: MOVING PROCEDURES INTO NEW COURTHOUSE – Jenny Bentley, Human Resources Director, announced we have free boxes from Lowe's. There will be a shredder set up downstairs. Discussion was held about shredding of documents. David Iski, ADA, suggested the board write a statement stating they are not responsible regarding the disposal of documents. Commissioner Helm made a motion to have the Chairman write a letter and Commissioner DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried. Ms. Bentley further updated the board on moving procedures..

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 h.) Emergency Management
- i.) Human Resources – j.) Information Technology k.) Inspections/Planning Commission
- l.) Judicial – m.) OSU Extension – n.) Sheriff o.) Treasurer

a. Janet Hamilton stated they are moving next Monday. d. County Clerk Robin Anderson announced the implementation of Simplifile in the Land Records Department to save the county money and to better serve the public. g. Election Board Secretary Julie Dermody stated the Owasso Municipal elections and

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Oologah School Bond elections are upcoming. h. Kelley Deal announced that we could have snow around 3 to 6 a.m.

*****Note*****At this point in the meeting, the Chairman went back to Agenda Item 7.

ITEM 21: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:

Grand Gateway Economic Development Association E-911 Service Fees - \$25,155.12
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 Daily Progress, asked about the moving schedule. Linda Batty asked about cell phone 911 fees. *****Note*****Chairman Thacker moved back to this item on the agenda after executive session. Salesha Wilken asked about the salary for the new E.M. Director. It will be \$43,000.00 annually. She asked how he was chosen and how many applicants there were. Commissioner Thacker stated it was the experience and background and there were 23 or 24. Commissioner Helm stated his appreciation for Mr. Kelly Deal and Brandi Pond.

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 - None presented.

ITEM 24: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:

(Materials, Supplies, Parts, Groceries & Prescriptions) Chairman Thacker made a motion to approve all purchase orders as presented and Commissioner Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 25: RECESS OR ADJOURNMENT: - Commissioner DeLozier made a motion to adjourn at 11:08 a.m. and Commissioner Helm and seconded 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, February 21, 2013, at 4:53 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.*