

NOTICE OF REGULAR MEETING

BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA

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

DATE & TIME: Monday, April 8, 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: The meeting was called to order at 9:00 a.m. by Chairman Thacker.

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: 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: April 1, 2013 - Commissioner Helm made a motion to approve and Chairman Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 6: ANNOUNCEMENTS: None presented.

ITEM 7: UNFINISHED BUSINESS:
1. Independent Contractor Agreement between Board of County Commissioners and Peak Methods, Inc. regarding Election Board (Election Board) *****Note***this item was tabled from last week*****Julie Dermody, Election Board, spoke about the system and recommended it. Brett Williston, Information Technology, explained that it was his goal to have all the satellite offices on the same system as the courthouse. Helm made a motion to table for one week while Brett checked the pricing for the election board to be on the courthouse system and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
2. Award Bid # 609 Tractor/Mower/Loader ***Note*this item was tabled from March25th –** Helm stated that Allen Carter, Assistant Road Foreman, and 2 of his employees did a weight scale to award the bid. Allen recommends P&K Equipment. Helm made a motion to award the bid to P&K Equipment, Owasso and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried. Helm asked County Clerk Robin Anderson to submit a declaration next week to surplus tractors.

ITEM 8: ZONING: None presented.

ITEM 9: PLATS: None presented.

ITEM 10: ROADS & BRIDGES:
1. Discussion/Possible action petition to take in 587 Road in order to gain legal access from 4210 Tract A #10 up to 4210 Tract A #7 by Rogers County Dist. #3 county road maintenance system (Dist. 3) Thacker explained that everyone on the road wants to be taken in. He has been maintaining it because it is a school bus route. Thacker made a motion to take the road in and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
2. Independent Contractor Agreement between Board of County Commissioners and Kellogg Engineering for N. 161st E. Ave. Resurfacing Project (Dist. 3) Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 11: CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS:
None presented.

ITEM 12: TRANSFER OF FUNDS:
1. District 3 – 83ST-200 to 83ST-348 for \$7,000.00
2. District 3 – 83ST-200 to 83ST-110 for \$100,000.00
Thacker made a motion to approve transfers of funds and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 13: UTILITY PERMITS: None presented.

ITEM 14: CLAIMS: None presented.
1. Salaries
2. Attendant Care

ITEM 15: BLANKET PURCHASE ORDERS:
1. Material, Supplies, Parts, Groceries & Prescriptions –
o District 3 to American Waste Control for \$1000.00

- o District 3 to Pixley Lumber for \$300.00
- o District 3 to R & S Auto Parts for \$500.00
- o District 3 to Lowe's for \$500.00
- o Emergency Management to Comdata Mastercard for \$400.00
- o District 1 to American Waste Control for \$750.00
- o District 1 to American Waste Control for \$5000.00
- o District 1 to County Building Center for \$100.00

Thacker made a motion to approve all blanket purchase orders and 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:

1. Flintco, LLC application #21- \$281,093.04
2. BKL, Incorporated invoice # 33 - \$11,985.00-

Thacker made a motion to approve and DeLozier seconded 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, BKL, announced they are nearly done with the new courthouse. They hoped to have a drawing of E911 soon. B.J. Fay, Flintco, stated they are waiting on the colored glass and the jury pews remaining on the contract. They are currently tracking under budget and Wednesday the State Fire Marshall will inspect the building. If he gives it the ok, an occupancy permit will be issued and the warranty starts.

2. Discussion with possible action regarding Homeland Security, Notice of Receipt of Equitable Sharing Applications (Sheriff, ADA Iski) - . DeLozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

3. Amendment No. Two to Agreement for Architectural & Engineering Services for Rogers County Courthouse & 911 Facility, Redesign of 911 Facility (Commissioner DeLozier) – Due to a scrivener's error, this should have read "Redesign of EOCC". Kim Reeves explained this is a change order to the courthouse project. You can eliminate something if you need to. The costs of the jail have to go to the jail. Thacker made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

4. BMI + ImageNet Service Agreement and Equipment Lease Agreement plus the Addendum to Agreement for Election Board (Election Board) - Julie explained this is for the mail machine. Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

5. Route Service Agreement between Liberty Tire Recycling, LLC and Board of County Commissioners (District 1) – DeLozier explained he is expecting around 1000 tires during the upcoming trash-off days. Historically, this would cover all 3 districts. DeLozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

6. Oklahoma Corporation Commission Petroleum Storage Tank Division-Compliance Inspection- Acknowledgement only (District 2) –Helm explained this tank had been approved by the O.C.C. and it is for acknowledgement only.

7. Discussion/Possible Action for existing courthouse located at 219 S. Missouri to be demolished (District 3) – Thacker explained this had never been officially voted on and that once demolished it would be a parking lot. Thacker made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

8. Discussion/Possible Action for new Rogers County Courthouse's official address to be 200 South Lynn Riggs Blvd. (District 3) – **Thacker passed on this item until Judge Condren could join the meeting.** When Judge Condren joined the meeting later, she reminded the board that the City of Claremore wanted to make sure the existing building would come down before they gave the address to the courthouse. Thacker explained to her that item #7 had passed and that the existing building would come down. Discussion followed regarding there would be no room numbers.

9. Open and award bid #605 – Communications Tower – (E-911) Janet Hamilton stated she would like to reject all bids. Helm made a motion to reject all bids and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

10. Open and award bid #606 – Next Generation 9-1-1 System Integration & Cloud-based call handling solution (E-911) Janet Hamilton stated these items will have to be rebid. Helm made a motion to reject all bids and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

11. Discussion with possible action to be taken in response to the inability to perform regarding Direct Traffic Control, Bid #24-Road Striping (District 2) – Helm explained that the current contractors don't do handwork and he wants to go with the second bid. He added that it is in the bid but Direct Traffic Control chose not to do it. Assistant District Attorney Tim Wantland stated that Assistant D.A. Iski agrees and the other two are the same price so he recommends to go with the first available. Helm made a motion to ask the County Clerk to have her Purchasing Agent contact the other companies and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

12. Discussion with possible action to enter into professional contract with Bill Turner, CPA (Commissioner Helm) – Helm explained that Mr. Turner is the CPA for Criminal Justice Authority and the courthouse. Helm made a motion to contract with Mr. Turner for the E-911 and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

13. Remove Marilynn Gibson and appoint Teresa Jackson as Requisitioning Officer for County Clerk (Robin Anderson) - Thacker made a motion to approve and Helm seconded the motion. Roll call:

Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

14. Resolution #2013-30 and Reimbursement form – Planning Commission fuel reimbursement \$627.75 to 83ST-200 District #3 – Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

15. Resolution #2012-58 and Reimbursement form – State of Oklahoma, FEMA \$3,416.37 and \$4,123.39 to 81 ST-200 District #1 – DeLozier explained this is for DR1985, PW140 and DR1876, PW152. DeLozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

16. Resolution #2012-58 and Reimbursement form – State of Oklahoma, FEMA \$5,931.34 to 83 ST-200 District #3 – Thacker made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

17. Resolution #2012-57 and Reimbursement form- \$1,125.74 to M&O 200 – Election Board- Julie explained this is to close out February elections. Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

18. Resolution #2012-57 and Reimbursement form - \$50.71 to M&O 200 – Election Board Thacker made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

19. Resolution for disposing of equipment – used 25' guardrail, 19 pieces, transfer from District 1 to City of Claremore Parks Department (District 1) DeLozier explained the city would be using this to block off areas. DeLozier made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

20. Resolution for disposing of equipment – CPU Pentium 43, BOGB, serial #221.1 – Planning Commission to be junked (Larry Curtis) - Thacker made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

21. Resolution for disposing of equipment – numerous items under \$500.00 that were on inventory to be junked – Planning Commission to be junked (Larry Curtis) - Thacker made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 19: MOVING PROCEDURES INTO NEW COURTHOUSE: Rogers County Courthouse Scheduled Move- in dates, Phase I and Phase II schedule of individual office dates – (Commissioner's office) Jenny said the labels are out for each department. The movers will start moving next Monday from the hours of 7 a.m. to 4 p.m. Monday through Friday. April 22nd will be the first meeting in the new courthouse.

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 announced there would be a trust indenture meeting Wednesday in her office to review documents. She has no email service. AT&T is reviewing on a month-to-month basis.

c. Ryan Baze told the board he lost a motor on the air compressor. They have been waxing floors in the new building. Someone walked across it and it had to be redone. Thacker asked the details and discussion was held regarding it was OSCN. They had walked across the barricades. Thacker instructed Baze to calculate the cost of the hours worked and send them a bill.

e. Discussion was held with Kim Henry regarding the security issues with both buildings and that OSCN has to have a computer open. She also stated Judge Crossen is only handling people in jail during the move.

g. Julie Dermody announced the ballots have arrived for the May 14th one-cent election.

h. Scotty Stokes told everyone there may be storms coming tomorrow evening and if everyone brings their extra items down to the EOC, it will be a problem. Ms. Bentley explained originally that was the plan but now the items could be left in their original offices.

i. Jenny Bentley stated she would be out of her office during the move but she will be checking emails.

j. Brett Williston explained they have been putting on the finishing touches for his department and that he sent 8 page documents to each office to help everyone with their phone system.

k. Larry Curtis stated the planning commission offices will be open during the move.

*****Thacker moved back to agenda item #8 at this point*****

ITEM 21: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:

None presented.

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 – Russell Guilfoyle, 21822 Keetonville Road asked DeLozier if he could give some of his cable, in reference to agenda item #18, to District 2 to use at the end of Keetonville Road to hinder dumping. Discussion followed. Salesha Wilken asked if Bill Turner would be the attorney for RCIDA as well. Helm answered he is a CPA, not attorney. Thacker explained the commissioners are not over RCIDA. Discussion followed regarding the bonds and auditing. Northwest Fire Chief David Puckett offered to help with the moving should we need additional personnel.

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) Commissioner Helm made a motion to approve all purchase orders and Chairman Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 25: RECESS OR ADJOURNMENT: DeLozier made a motion to adjourn at 11:31 a.m. and Thacker 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, April 4, 2013, at 6:21 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 website.*