

NOTICE OF REGULAR MEETING

BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA

PLACE: Rogers County Courthouse, Commissioner’s Meeting Room,
200 South Lynn Riggs Boulevard, Claremore, OK

DATE & TIME: Monday, May 13, 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 9:02 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: May 6, 2013 - Delozier made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 6: ANNOUNCEMENTS: None presented.

ITEM 7: UNFINISHED BUSINESS:
1. Discussion and possible action regarding protocol for any request to add or change any interior structure/surface in the new Rogers County Courthouse (Commissioner Helm) ****Note**this item was tabled from April 29, 2013 and May 6, 2013.** – Christine Day explained she had some made some changes to the documents. Helm made a motion to table for one week for review and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
*****At this point, Thacker moved to Agenda Item #4*****

ITEM 8: ZONING: Public hearing with discussion and possible action on the request for adoption of the amended / updated Appendix F – Schedule of Fees – Rogers County Metropolitan Zoning Ordinance. – Larry Curtis explained there would be a \$4.00 fee + \$.50 administrative fee that is required by the State of Oklahoma Building Code Commission and will be passed on to them. This was approved by the Planning Commission 6-0. Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

Public hearing with discussion and possible action on the request for adoption of Appendix H – General Information and Responsibilities for One & Two Family Residential Construction of the City of Claremore – Rogers County Metropolitan Zoning Ordinance. – Mr. Curtis discussed the building codes and that trash receptacles and toilets are required on site. This was approved by the Planning Commission 6-0. Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 9: PLATS: Public hearing with discussion and possible action on the request of Final 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. – Larry Curtis stated this was approved at the Planning Commission Meeting 6-0. Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 10: ROADS & BRIDGES: None presented.

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

ITEM 12: TRANSFER OF FUNDS:
1. 94-215 Fair Board Premiums & Awards \$8,000.00 to 94-200 Fair Board M & O – Thacker mad e a motion to approve and Delozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
2. 20-200 General Government M & O \$5,000.00 to 40-200 Emergency Management M & O – Scottie Stokes explained this was money for the Everbridge system to pay the pro-rated amount. Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

ITEM 13: UTILITY PERMITS:

1. Chelsea Gas Authority, Marshall Boland – Gas line – boring – That portion of road EW 430, approximately 715 feet North of road NS 4170 – (Dan DeLozier, District 1)
DeLozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

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 \$1000.00
 - o District 3 to American Waste Control \$500.00
 - o District 3 to Lowe's \$500.00

Thacker made a motion to approve 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: None presented.

ITEM 18: AGENDA ITEMS:

1. Update by BKL, Inc., and Flintco regarding Courthouse and E911 Center Projects – Steve Rumsey, Flintco, reported they are waiting on colored glass to be here in 2 weeks and the parts for the fire pump to arrive. At the 911 Center, exterior walls are up and the roof will be set Wednesday. They are currently on schedule and under budget.
2. Discussion and possible action to approve the names of the Rogers County Citizens who have volunteered to serve on the Rogers County Art and Historical Recommendations Committee – Judge, Sheila A. Condren - Ms. Condren gave a recommendation of the 5 names for the committee as Tim Wantland, John Carey, Christine Day, Sean Burrage, and Brooke Easton. Thacker made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
*****At this point, Thacker moved back to Item 8.*****
3. Discussion and possible action on abolishing current LEPC (Local Emergency Planning Committee) and the establishment of new LEPC – Emergency Management Director, Scott Stokes – Mr. Stokes explained the need for a plan due to the event in West, Texas. His recommendation is to abolish the old plan and establish a new one. He has learned that his predecessor was chairman of the committee but that the emergency manager should not head this up. He can get it running but he recommends to have a board with 5 places such as one commissioner, emergency director, Port member, etc. Each meeting should have posted agendas and minutes. He explained there is grant money available to help with funding. Discussion was held regarding required number of meetings. Helm asked if there was any outstanding indebtedness. Stokes replied that there is a bank account that exists at RCB with a \$2600 balance, but they can't release any other information. David Iski recommended the commissioners draft a letter with his help to the bank regarding the account. Helm made a motion to have Chairman Thacker write the letter with DeLozier seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
4. Discussion and possible action regarding Rogers County Emergency Management entering into an agreement with NE Technology Center (Jerad Girten) to establish a safety program for Rogers County – Emergency Management Director, Scott Stokes
Daniel Shaw and Jerad Girten gave a presentation on training. They are willing to write an OSHA Safety Plan free of charge. Classes could be held at the county barns. Training would be available, is required annually, and can be monthly. The fee would be \$10.00 per hour per class. Discussion was held regarding contracts and certificates and they would be providing both. Scottie stated he could have the fees come out of his budget next year. DeLozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
*****At this point, Thacker moved to Agenda Item#2*****
5. Monthly report of Officers for April 2013 (County Clerk, Robin Anderson) – Ms. Anderson explained that last week the County Clerk's report was approved and this week it is the remainder of the officers. Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
- 6 Detention Transportation Claim to Office of Juvenile Affairs – \$1,102.17
DeLozier made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
7. Resolutions for disposing of equipment – Treasurer, Cathy Pinkerton Baker:
Items from the old court house to be auctioned as follows:
 - Merchant Safe – Large –
 - American Security Safe – Chest safe – Serial #JIS S/037 –

- Roller Shelves – 2 Starter Units & 7 Annex Units Serial #S-113 & S-113A
- 8 Drawer Card File – Filing Cabinet – Beige – Tennsco
- 8 Drawer Card File – Filing Cabinet – Beige – Tennsco
- 7 Drawer Card File - Filing Cabinet – Brown – Watson - Serial #00035
- 7 Drawer Card File – Filing Cabinet - Brown – Watson – Serial #-00034
- 8 Drawer Card File – Filing Cabinet – Beige – Tennsco

Items to be junked as follows:

- Canon Copier – Image Runner – Serial #SKU27666

Items transferred as follows:

- Liberty Desk – L Shape – to Dist. 1 Commissioner, Dan DeLozier
- Liberty Desk – L Shape – to Dist. 1 Commissioner, Dan DeLozier
- Liberty Desk – L Shape – to Dist. 1 Commissioner, Dan DeLozier
- Nova Station Desk – L Shape - to Dist. 1 Commissioner, Dan DeLozier
- Walnut Hutch / Storage Cabinet – Serial #33410 – to County Clerk, Robin Anderson
- Credenza – Walnut with 2 drawers – Serial #01510746 LW – to Dist. 1 Commissioner, Dan DeLozier
- Executive Desk with Bridge – Walnut – Serial #01510721W & 01510770W – to Dist. 1 Commissioner, Dan DeLozier

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

8 Reimbursement and Resolution # 2012-61 to deposit funds of \$656.32 into 82ST-200 one cent sales tax fund for Rural Water District No. 4 fuel reimbursement –

9. Resolution #2013-34 – to directing the Treasurer to deposit reimbursed funds from John Deere Financial to the one cent sales tax M & O for District 2, Mike Helm -

10 Reimbursement and Resolution # 2013-34 to deposit funds of \$2,533.81 into 82ST-200 one cent sales tax fund for John Deere Financial for overpayment reimbursement – Helm made a motion to approve Items 8,9, and 10 and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

11. Resolution #2013-35 – creating a Cash Fund to be known as – Court House Bond Proceeds (03CB-200) – funds to be expended by purchase order by Board of County Commissioners – County Clerk Robin Anderson explained this is the resolution that was proposed by First Deputy Teresa Jackson in last week's BOCC meeting. DeLozier made a motion to approve and Thacker seconded 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

h. Scottie Stokes announced he had a phone meeting with Everbridge to start the process. He apologized he still had items in the old courthouse EOC. Mike Shaffer, Verdigris Fire Department, had offered the use of his facility for the EOC while the new offices are being prepared.

n. Undersheriff Jon Sappington talked about the busy week they had. There was a manhunt, cow shooting, firearm and explosives seizure, a lost child; all the while responding to their regular calls. They will be requesting a pay raise for their deputies in the new fiscal year.

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 asked about the NTC Training, why is it not possible for H.R. and Emergency Management to do the training and if the costs would be worked into next years' budget. Thacker replied that training saved the costs of lawsuits and that it was well worth it. She asked about ACCO-would this decrease the fees to ACCO. Also, the LEPC, who opened the account and are there any investigations? Response was they didn't know. She asked Helm about the overpayment to John Deere. Helm explained he paid cash and that it could possibly be a rebate or due to the volume of buys they have, it could be a discount. She then asked Thacker and DeLozier if they received any rebates. Thacker answered they receive a reimbursement from warranties and DeLozier stated he gets a reimbursement from paying off equipment.

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 – None presented.

ITEM 23: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:

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

ITEM 24: RECESS OR ADJOURNMENT: DeLozier made a motion to adjourn @ 11:10 a.m. and Helm 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, May 09, 2013, at 7:10 pm** and posted on the front door entrance to the courthouse and on the county website.*