

NOTICE OF MEETING

ROGERS COUNTY EXCISE BOARD

PLACE: Rogers County Courthouse, 200 South Lynn Riggs Blvd., Public Meeting Room, Claremore, Oklahoma

DATE & TIME: Monday, May 13, 2013 at 1:00 O'clock P.M.

MINUTES

*****CONSIDERATION, DISCUSSION AND POSSIBLE ACTION TO BE TAKEN ON THE FOLLOWING LISTED ITEMS ON THE AGENDA:**

ITEM 1: CALL TO ORDER: Chairman Mullen called the meeting to order at 1:05 p.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 Buck Mullen and Member Karen Ogle were present and quorum established and determined that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act. Member Casey Reed was absent. Roll Call: Mullen-aye, Ogle-aye.

ITEM 3: APPROVAL OF MINUTES: April 8, 2013 - Mullen made a motion to approve the minutes from April 8, 2013 as presented with Ogle seconding the motion. Roll Call: Mullen-aye, Ogle-aye. Motion carried.

Chairman Mullen moved to Agenda Item#8, number 1 at this point in the meeting. Dave Burrows, Burrows Insurance Agency, explained the liability coverage Rogers County has in place for the Excise Board. He explained that any board, commission, or governmental department is funded by the operational budget. Discussion only. No action taken.

ITEM 4: UNFINISHED BUSINESS: None presented.

ITEM 5: CASH FUND ESTIMATE OF NEEDS & REQUESTS FOR APPROPRIATIONS:

1. 005 – Rogers County Use Tax
2. 006 – Rogers County Courthouse & E-911 Facility (12-8-09)
3. *008 – Retirees & Cobra
4. *009 – Rogers County Officers & Employees Deferred Savings Plan
5. 010 – Reward for Littering
6. 011 – Emergency Transportation Revolving Fund (ETR)
7. 012 – Rogers County Educational Facilities Authority
8. 013 – Energy Grant Courthouse/E911 Project – (DE-SC0004068)
9. *101 – T- Highway
10. *105 – County Bridge & Road Improvement Fund (CBRIF)
11. 111 – Free Fair Board
12. 112 - Sheriff's Equipment Grant
13. *113 – Treasurers' Property Resale
14. 114 - Emergency Management
15. *115 - County Health Department
16. 116 – Sheriff's Drug Enforcement
17. 118 – Sheriff's Revolving Fund
18. *119 – Sheriff's Civil Fees
19. *121 - County Clerk's Lien Fees
20. *122 – Treasurer's Certification Fees
21. *124 – County Clerk's Preservation Fund
22. *125 – Planning Commission's Engineering Funds
23. *127 – Sheriff's Commissary Fund
24. *128 – Sheriff's Service Fees
25. *129 – Sheriff's Courthouse Security
26. *131 – Law Library
27. 132 – Sheriff's Special Account
28. 133 – Oklahoma Highway Safety Grant (11-30-10)
29. 135 – Rogers County Criminal Justice
30. *137 – Sheriff's Jail Fund
31. 140 – Wireless Prepay (1-2011)
32. 141 – RCHFA – Cellular Phone Usage
33. 142 – Emergency 911 System
34. 143 – Community Emergency Response Team
35. 144 – Safe Rooms Rebate Program
36. 145 – Commissioners' Attendant Care
37. 146 – Adult Drug Court

38. *147 – Drug Court Contract
39. *148 – Drug Court Participant
40. 170 – Assessor’s Visual Inspection
41. 172 – CDBG Grants
42. *175 – Assessor’s Revolving Fund
43. 176 – Hazard Mitigation
44. *180 – Court Clerk’s Revolving Fund
45. 181 – R.E.A.P. Grants
46. Town of Chelsea
47. Town of Oologah
48. Town of Foyil
49. *City of Catoosa
50. Claremore Public Schools I-1
51. *Oologah-Talala Public Schools
52. Inola Public Schools I-5

*****Indicates Cash Fund Estimate of needs approved by Excise Board***
There was also a new fund set up – 003 Courthouse Bond Proceeds and approved by the Board of County Commissioners on May 6, 2013.**

– Mullen made a motion to approve as presented with Ogle seconding the motion.
 Roll Call: Mullen-aye, Ogle-aye. Motion carried.

ITEM 6: ACKNOWLEDGE TRANSFER OF FUNDS:

1. District 3 – 83ST-200 to 83ST-110 - \$100,000.00
2. District 3 – 83ST-200 to 83ST-348 - \$ 7,000.00
3. Sheriff – 04SJ-204 to 04SJ-200 - \$10,000.00
4. Sheriff – 04SJ - 400 to 04SJ -200 - \$283.88

Mullen made a motion to approve as presented with Ogle seconding the motion.
 Roll Call: Mullen-aye, Ogle-aye. Motion carried.

ITEM 7: APPOINTMENTS/NEW HIRES:

1. Traci Taber– County Clerk Deputy Clerk – full-time with benefits -\$2968.00
2. Thomas Haynes –District 3- Seasonal with no benefits - \$10.00 per hour
3. Brandon Spence – District 3 –Seasonal with no benefits - \$10.00 per hour
4. Joy Steidley – District 1 – Seasonal with no benefits - \$14.00 per hour
5. Chris James – District 1 - Full-time with benefits - \$2725.00
6. Deborah Harris – Sheriff ‘s Jail Reception Clerk - Full-time with benefits - \$2968.00

Mullen made a motion to approve as presented with Ogle seconding the motion.
 Roll Call: Mullen-aye, Ogle-aye. Motion carried.

ITEM 8: AGENDA ITEMS:

1. Discussion and possible action with insurance broker regarding bonds –
****NOTE**This item was discussed after agenda item #3. ******
2. Tim Parks – District One Third Deputy – increase in salary to \$2,842.00 effective April 1, 2013 -
3. Pamela Blackburn – County Clerk Land Records Supervisor – increase in salary of \$100.00 per month to \$3068.00 per month effective 4-1-13 -
4. Amie Woodward – Deputy County Clerk – resigned effective 4-22-13.
5. Cathy Cooksey – Deputy County Clerk - terminated effective 5-7-13
6. Supplemental Estimate for Oologah – Talala #I-4

Mullen made a motion to approve as presented with Ogle seconding the motion. Roll Call: Mullen-aye, Ogle-aye. Motion carried.

ITEM 9: NEW BUSINESS:

1. Consideration and possible action with respect to any other matters unforeseen prior to posting the agenda – County Clerk Robin Anderson presented an offer notice for Ori Detweiler, a District 3 employee, that was approved at the April 8th meeting. District 3 had failed to return the notice in a timely manner to the Human Resources Director.

ITEM 10: RECESS OR ADJOURNMENT: Mullen made a motion to adjourn at 2:25 p.m. and Ogle seconded the motion. Roll Call: Mullen-aye, Ogle-aye. Motion carried.

ROGERS COUNTY EXCISE BOARD

(SEAL)

BY: _____
 Robin Anderson, County Clerk

Notice of said meeting was filed in the Office of the County Clerk on May 10, 2013, at 10:48 a.m. and posted on the Front Door Entrance to the Courthouse and on the county website.