

**NOTICE OF REGULAR MEETING**

BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA

**PLACE:** Rogers County Courthouse, Commissioner’s Meeting Room,  
200 S. Lynn Riggs Blvd., Claremore, OK

**DATE & TIME:** Monday, June 17, 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 9:00 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:** 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:** June 10, 2013 Regular Meeting and June 6, 2013 Special Meetings – DeLozier mentioned there was a typo on the word range on Item 10 for the June 10<sup>th</sup> minutes and he made a motion to approve the minutes as presented with Thacker seconding the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

**ITEM 6: 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 7: ANNOUNCEMENTS:** None presented.

**ITEM 8: UNFINISHED BUSINESS:**

1. Discussion and possible action regarding updates on auctioning of courthouse furniture, items, and building at 219 S. Missouri **\*\*\*NOTE\*\*\*this item was tabled from June 3, 2013 and June 10, 2013** – Discussion was held regarding Scotty Stokes cleaning out the old EOC in the old courthouse. Helm made a motion to table one week so Allen Carter can contact Mr. Ed’s Auction and possibly have an auction after July 4<sup>th</sup> and Thacker seconded the motion.
2. Discussion and possible action regarding turning the Sheriff’s armory into an office (Sheriff)**\*\*\*NOTE\*\*\*this item was tabled from May 28<sup>th</sup>, 2013 and June 3, 2013 – Thacker moved to the next item and stated we would come back to this later in the meeting. Later in the meeting, this item was discussed.** B.J. Fay, Flintco, announced there is a change order for this and the cost is about \$2200.00. Helm made a motion to approve and Thacker seconded the motion. . Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
3. Discussion and possible action regarding Worker’s Compensation insurance renewal quotes from Association of County Commissioners – **\*\*\*NOTE\*\*\*this item was tabled from June 10, 2013-** Helm made a motion to table one week so HR and Mr. Iski could review and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
4. Discussion and possible action regarding National Association of Counties dues for 2014 \$1,505.00 **\*\*\*NOTE\*\*\*this item was tabled from June 10, 2013** – Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.
5. Discussion and possible action regarding transferring money from General Fund 20-200 to Sheriff’s Jail Salaries 04SJ-110 \$96,000.00 **\*\*\*NOTE\*\*\*this item was tabled from May 28<sup>th</sup>, 2013 and June 10, 2013 – Thacker stated we would come back to this item later.** After Item 22, this was revisited and Teresa Jackson stated she met with the Treasurer’s office and they agreed to make a transfer by resolution, would probably be the easiest. The Criminal Justice Authority meets this Thursday so the Board will need to make that decision. Helm suggested to have a Special Board Meeting right after Criminal Justice. The meeting was set for 10:00 am. Thursday. No action taken.
6. Discussion and possible action regarding application for temporary appropriations for fiscal year 2013-14 **\*\*\*NOTE\*\*\*this item was tabled from June 3, 2013** – County Clerk Robin Anderson stated this was approved by the Excise Board on June 10<sup>th</sup>. Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

**ITEM 9: ZONING:** None presented.

**ITEM 10: PLATS:** None presented.

**ITEM 11: ROADS & BRIDGES:**

1. Discussion and possible action of declaring the following roads in Rogers County as Major Collectors:  
E. 510 Road (Flint Road) from State Highway No. 66 to east to State Highway No. 88 (Dist.3) –Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion

carried.

**ITEM 12: CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS:**  
1. 135 Criminal Justice - \$96,000.00 – This item was revisited after Item 5 of Unfinished Business was discussed. No action was taken.

**ITEM 13: TRANSFER OF FUNDS:**  
1. Planning Commission Travel 23-130 to M&O 23-200 \$4,300.00  
2. District 3 83T-200 to Highway Salaries 83T-110 \$6,000.00  
3. District 1: total \$123,531.09  
    ➤ 81 ST-110 One Cent Salaries \$22,158.03 to 81 ST-200 M&O  
    ➤ 81 ST-348 One Cent Lease Payment \$5,318.22 to 81 ST-200 M&O  
    ➤ 81 ST-400 One Cent Capital Outlay \$96,054.84 to 81 ST-200 M&O  
4. District 2:  
    ➤ 82 ST-348 Lease Equipment \$11,103.35 to 82 ST-400 One Cent Capital Outlay  
    ➤ 82 ST-200 One Cent M&O \$134,347.00 to 82 ST-400 One Cent Capital Outlay  
5. 20-402 Building Improvements \$15,000.00 to 20-200 General Government  
6. Emergency Management 40-130 Travel \$333.47 to 40-200 M&O - Helm made a motion to approve all transfers and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

**ITEM 14: UTILITY PERMITS:** None presented.

**ITEM 15: CLAIMS:**  
1. Salaries- None presented.  
2. Attendant Care - None presented.

**ITEM 16: BLANKET PURCHASE ORDERS:**  
1. Material, Supplies, Parts, Groceries & Prescriptions –  
    ➤ District 3 to R&S Auto Parts \$500.00  
    ➤ District 3 to American Waste Control \$1000.00  
    ➤ District 3 to Ameriflex Hose \$500.00  
    Delozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.  
2. Orders Exceeding Amount of Issuance - None presented.

**ITEM 17: GRANTS:** None presented.

**ITEM 18: PAYMENT REQUISITION – CONSTRUCTION FUND – RCB BANK, TRUSTEE:** None presented.

**ITEM 19: AGENDA ITEMS:**  
1. Update by BKL, Inc., and Flintco regarding Courthouse and E911 Center Projects – B.J. Fay announced they are sheetrocking and cleaning the brick on the E911 Center. Discussion only.  
2. Discussion and possible action regarding presentation of Travelers County Insurance Portfolio for FY 2013-14 by Dave Burrows - Mr. Burrows presented the highlights of the policy regarding aspects of the county, loss control, safety, money saving measures, etc. There will be a \$25,000 deductible for wind and hail per occurrence, not per item. The E911 Center is on Builder's Risk right now. The amount of the policy without terrorism is \$600, 680.00. After discussion and questions posed to Mr. Burrows, Helm made a motion to approve without the terrorism policy and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.  
3. Discussion and possible action regarding regulation of nuisances within Rogers County (Thacker) - Thacker announced he put this on agenda for open dialogue. He has been working with Planning Commission Director Larry Curtis regarding this. The nuisances are burned out homes, grass too high, etc. Some are outside the Planning Commission jurisdiction. Thacker stated we may have to go to legislators to discuss this. Mr. Curtis stated he works with the Health Department on some issues. Standing water and mosquitoes is something the Health Department can help with. Sub-divisions with Homeowner Associations were discussed. Thacker would like to discuss with ACCO and ask them to lobby for this. Discussion only.  
4. Discussion and possible action regarding donation of furniture, fixtures, and/or outlets from the old Rogers County Courthouse at 219 South Missouri, Claremore to Verdigris Public Schools (Thacker) – Thacker had spoken with the school and Ryan Baze stated the items such as sinks, cabinets, credenzas for the 1<sup>st</sup> grade is what they are wanting. Verdigris School Maintenance would be moving the items. Mr. Iski stated the preferred method would be for the county forces to remove the items. Mr. Iski said there could be a formal transfer document later. Thacker made a motion to donate the items with county forces moving them and Delozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.  
5. Discussion and possible action to appoint Teresa Jackson, First Deputy County Clerk, as Requisitioning Officer for County Clerk – Robin Anderson stated this is for FY 2013-14 – Delozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.  
6. Monthly Report of Officers for May 2013 - Thacker made a motion to approve and Delozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.  
7. Discussion and possible action regarding contract between Rogers County Board of County Commissioners and Sequoyah Enterprises, Inc. (Leflore County Juvenile Detention Center) for FY 2013-2014 – Helm made a motion to approve and Delozier seconded the motion. Roll call: Thacker-aye,

DeLozier – aye, Helm-aye. Motion carried.

8. Open and award Bid #617 Plumbing Work to complete the District 1 Warehouse and Parking Sheds – 5 sent, 1 received, 0 returned. Bid was opened and DeLozier made a motion to table for one week and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye. Motion carried. Helm had left the meeting temporarily.

9. Open and award Bid#618 Electrical Work to complete the District 1 Warehouse and Parking Sheds- 3 sent, 1 received, 0 returned. Bid was opened and DeLozier made a motion to table for one

week and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye. Motion carried

10. Open and award Bid#201 2013-14 Regular and Special Election Ballots – 3 sent, 2 received, and 0 returned. Bids were opened and DeLozier made a motion to table for one week and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye. Motion carried.

**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 she would be meeting with Presidio on Wednesday and there is an Advisory Board Meeting on Wednesday. Helm asked Mr. Fay about Cox and the E911 Center. He asked Janet if there any contracts that need to be looked at. DeLozier stated they are looking at every issue they can to save money. Thacker asked about the amount of work stations there would be. She answered 5. She also gave an update on who was in for the 911 after Helm asked. She also stated they would be setting up meetings to discuss.

**c.** Ryan Baze stated the water is back on and if the rain holds back, they can get the north side quickly done. The sprinklers and sod are ready to go and OSU will help with the flowers.

**d.** Robin Anderson announced there would be an Excise Board meeting on June 27<sup>th</sup> at 9:00

**e.** Kim Henry announced they are getting closer to getting the basement moved. DeLozier's men have been helping.

**g.** Julie Dermody stated they are preparing for the August 13<sup>th</sup> election. They found a typo and they called the attorney to take care of it.

**h.** Scotty Stokes announced they are having a large scale exercise tomorrow. It will be a week long project with the Army National Guard facilities. He said they are still signing people up on the Everbridge. Helm asked him if he could get all the vehicles rounded up for inventory for the insurance policy. Maybe some could be junked, etc. DeLozier asked if closing the courthouse is an Emergency Management issue. Is Everbridge part of it? Stokes answered it was a good test run and every employee can sign up. The County Clerk's office is all signed up and they are a good model to go by. DeLozier stated he thinks if the courthouse needs to be closed that the media should be contacted. Stokes said he is creating a group in Everbridge to contact the media.

**i.** Jenny Bentley stated she will be working in the County Clerk's office this week. Ms. Anderson thanked her for her help and thanked the Commissioners for allowing her to help.

**k.** Larry Curtis announced there will be 2 meetings this week and he still needs a Board of Adjustment member in Thacker's district.

**m.** Donna Patterson mentioned they would like to be on the contact list, as well.

**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 – Salesha Wilken asked about the status of the claim submitted to Travelers regarding the election, has there been a responsible party named. Mr. Iski replied that for clarification there is a contact, not a responsible party. She also asked questions regarding the renewal of the policy –Item 2.

\*\*\*At this point, Thacker moved back to Unfinished Business #5

**ITEM 23: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:**

(Materials, Supplies, Parts, Groceries & Prescriptions) – Helm made motion to approve all purchase orders as presented 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 at 11:18 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)

