

**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, July 1, 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 24, 2013 Regular Meeting and June 27, 2013 Reconvened Meeting – Helm made a motion to approve the minutes and DeLozier seconded 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. Award Bid #10 – Micro-Surfacing \*\*\*NOTE\*\*\*this item was opened and tabled from June 24, 2013 – Thacker made a motion to go with Vance Brothers, the lowest bid, and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.  
2. Award Bid #619 – Janitorial Services for Health Department \*\*\*NOTE\*\*\*this item was opened and tabled from June 24, 2013 – At Mary Beth Murray's recommendation, Thacker made a motion to go with Servicemasters, the low bid, and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried  
3. Award Bid #22 – Precast Concrete Culvert Pipe \*\*\*NOTE\*\*\*this item was opened and tabled from June 24, 2013 – DeLozier made a motion to go with Scurlock Industries 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. Bridge Management System – aid in developing the fifth year of the Five-year Bridge Replacement Program – Local Government Selection List – Thacker made a motion to table one week so the commissioners could review and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

**ITEM 12: CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS:**  
None presented.

**ITEM 13: TRANSFER OF FUNDS:** None presented.

**ITEM 14: UTILITY PERMITS:**  
1. Right of way agreement by and between Rogers County Board of County Government and Oklahoma Natural Gas for certain lands described as: The East 17.5' of that part of the North 270.69' of the South 825.97' of the SE/4 SE/4 Sec.31 –T22N-R16E, that is parallel and adjoining the West Right –of –Way line of State Highway #88. (Thacker for E911 Center) - Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

**ITEM 15: CLAIMS:**

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1. Salaries – District 2 had made an error on their payroll on hours in May so the claim is for \$322.95. Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

2. Attendant Care – Detention Transportation Claim for May 2013 \$1605.19 – Helm 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, number 1.\*\*\***

**ITEM 16: BLANKET PURCHASE ORDERS:**

1. Material, Supplies, Parts, Groceries & Prescriptions –
  - District 1 to Lowe's \$500.00
  - District 1 to Cintas Corp. \$1500.00
  - District 1 to County Building Center \$100.00
  - District 1 to O'Reilly's \$350.00
  - District 1 to R&S Auto Parts \$350.00
  - District 1 to R&S Auto Parts \$150.00
  - Sheriff to Comdata Mastercard \$17,000.00
  - Sheriff to District 1 \$3,000.00
  - Sheriff to O'Reilly's \$500.00
  - Sheriff to Speedy Lube \$500.00
  - Emergency Management to Comdata \$100.00
  - Emergency Management to Froman \$500.00
  - District 3 to Wal-mart \$100.00
  - District 3 to Diamond P Lawn and Garden \$150.00
  - District 3 to American Waste \$690.00
  - District 3 to American Waste \$1,380.00
  - District 3 to Ameriflex Hose & Accessories \$500.00
  - District 3 to Pixley Lumber \$300.00
  - District 3 to Lowe's \$500.00
  - District 3 to R&S Auto Parts \$500.00
  - Assessor to District 3 \$500.00
  - Assessor to District 1 \$200.00
  - Assessor to District 2 \$200.00
  - Planning Commission to District 3 \$1000.00

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

2. Orders Exceeding Amount of Issuance - None presented.

**\*\*\*At this point, Thacker moved back to Item 8, number 3.\*\*\***

**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 – Kim Reeve, BKL, announced everything is going well and they are having a project meeting this afternoon to get caught up. B.J. Fay, Flintco, stated they got the firepump replaced in the courthouse and they will start the EOC July 9<sup>th</sup>. They will start painting at the 911 Center. Discussion only.

2. Resolution to join and approve an interlocal cooperative agreement with the Circuit Engineering District (County Clerk) - Ms. Anderson stated this is a renewal for the fiscal year. Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

3. Resolution for Lease Purchase agreements for equipment for FY 2013-14 – This is for the commissioners and Nelson McSwain, Purchasing Agent, should have the sheriff's list next week. Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

4. Discussion and possible action regarding contract between Everbridge and the Rogers County Board of County Commissioners – Helm asked Scotty Stokes if this was budgeted and he replied yes and it is a new contract. Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

5. Discussion and possible action regarding contract between Fran Hrdlicka FY14- revision- and the Rogers County Board of County Commissioners (Health Department) – MaryBeth Murray stated this is a revision from \$20 to \$25 per hour. 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 back to Utility Permits Item 14 after ADA Iski had reviewed\*\*\***

6. Discussion and possible action regarding a commercial lease agreement between Bill and Paula McAnally and the Board of County Commissioners for a satellite yard (District 3) – Thacker explained he found a place on Pine Street with buildings to house equipment and a yard for road materials. It is a lease for \$3250 per month. Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

7. Discussion and possible action regarding establishing a separate account in General Government for purpose of paying employee benefits (County Clerk) - Robin Anderson explained it would be better to have a separate account for employee benefits and it was her preference to do so. Helm made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

8. Discussion and possible action regarding an agreement between Rogers County Sheriff's Office and the Rogers County E911 Dispatch with respect to the Oklahoma Department of Public Safety, State Administrator for the Oklahoma Law Enforcement Telecommunications System (Janet Hamilton) – Ms. Hamilton explained the Sheriff has sole authority to the terminal. Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

9. Discussion and possible action regarding a Memorandum of Understanding Cooperative Agreement for Public Safety Answering Points between Rogers County Board of County Commissioners Public Safety Answering Point and City of Owasso Public Safety Answering Point (Janet Hamilton) – Ms. Hamilton stated that if they lose connectivity, then Owasso would handle it. DeLozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

10. Discussion and possible action regarding Motorola solution in reference to Bid #616 (Janet Hamilton) – Steve KImrow and Jonathan Morgan, Motorola Solutions, Inc spoke regarding the 911 Center's needs, the flexibility of the pool of channels, and the communication between all the other cities. DeLozier stated he would like to have these gentlemen on the agenda for the 911 committee. Discussion was held regarding the tight schedule and the short window. Motorola will do a lease purchase and the cost is \$419,308. Thacker asked how many entities had signed up and Ms. Hamilton stated only Talala. She also stated they need to move forward and she recommends Motorola. Chief David Puckett spoke up that no one has committed because they would like to see some numbers first. Thacker made a motion to approve and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – no, Helm-aye. Motion carried.

11. Discussion and possible action regarding an agreement between Oklahoma Communications Systems, Inc. – TDS – and the Board of County Commissioners (Janet Hamilton) – Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

12. Open and award Bid#621 Sprinkler System for Health Department – Sent 4, received 2. Ms. Murray would like to go with Stonebridge. Thacker made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

13. Reimbursement and Resolution #2014-11 from Planning Commission for fuel reimbursement into 83ST-200- Thacker made a motion to approve and DeLozier seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

14. Reimbursement and Resolution #2014-12 from OTEMS into 82ST-200 for \$4,983.60 – Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-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 is interviewing this week to fill a position. There will be an advisory board meeting Wednesday and OLETS will no longer provide equipment for the database. She will be submitting an RFP for protocols to sustain a life and for furniture with OCI. They can't provide so they will go out for bids. They have started dispatching for Verdigris Fire Department 24/7.

d. Robin Anderson reminded everyone the Courthouse will be closed for Independence Day on Thursday, July 4<sup>th</sup>.

f. David Iski, ADA, asked the County Clerk about items for the agenda since the Courthouse will be closed Thursday. She replied they need to be in by noon Wednesday, the 3<sup>rd</sup>.

h. Scotty Stokes apologized to Commissioner Helm for not having paperwork available that he asked for. John Harwell, Hamm Radio Director, is going to help pull all the radios from the old courthouse and clean them. He will help take down all antennas but may require help from county workers. He has contacted department heads and elected officials about safety training.

k. Larry Curtis gave an end of year FY update. There have been 326 new residence permits in the past year and 22 commercial permits. This is only withingthe Planning Commission jurisdiction.

**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 monthly lease purchase payments for each district. District 1 has \$5889.67; District 2 has 0; District 3 has \$44,205.85. She asked about the Motorola purchase, the bond proceeds, and how much 911 has. The answer was approximately \$900,000 in May. She asked about a monthly fee for 911 and Ms. Hamilton answered no. Her next question was regarding the 911 Trust Bond Indenture. She also asked about how much was left after the EOC and what the total is for bond proceeds for both? Answer was 1.3 or 4 million, \$250,000 left for courthouse. B.J. Fay said the original cost for the courthouse was \$19,012,600 and it came in \$200,000 grand under. Kim Reeves stated \$25,000,000 probably in bond indenture fees and B.J. Fay added the projected cost of the 911 Center is \$1,866,000 and the EOC is \$101,000 or \$110,000.

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

(Materials, Supplies, Parts, Groceries & Prescriptions) \*\*\*\*\*NOTE\*\*\*\*\*Thacker made a motion to recess at 11:00 for the Educational Facilities Authority Meeting and and Helm seconded the motion. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried. Thacker made a motion to return from recess and reconvene the meeting at 11:25 a.m. and Helm seconded the motion. Chairman Kirt Thacker,

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Commissioner Dan DeLozier, and Commissioner Mike Helm were present and quorum established. Roll call: Thacker-aye, DeLozier – aye, Helm-aye. Motion carried.

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

**\*\*\*NOTE\*\*\*At this point, Thacker went back to Item 15: Claims 1.Salaries.**

**ITEM 24: RECESS OR ADJOURNMENT:** Delozier made a motion to adjourn at 11:31 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, June 27, 2013, at 3:58 p.m.** and posted on the Front Door Entrances to the Courthouse and on the county website.*