

**NOTICE OF REGULAR MEETING**

BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA

**PLACE:** Rogers County Courthouse, Commissioners' Meeting Room  
200 S. Lynn Riggs Blvd., Claremore, OK

**DATE & TIME:** Monday, August 5, 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:** DeLozier led the salute and Pledge of Allegiance to the American flag.

**ITEM 4: INVOCATION:** Helm said a prayer.

**ITEM 5: APPROVE/DISAPPROVE MINUTES:** July 29, 2013  
DeLozier made a motion to approve the minutes and Helm 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 –  
There was a discussion about the old courthouse not being secured according to an article in the Claremore Daily Progress. Thacker said the courthouse was locked every day for liability purposes and reported somebody had unauthorized entry and had trespassed and took pictures. Thacker said the doors are locked and chained and nobody, not even elected officials, could go in the courthouse anymore. He said the new courthouse was open to the public and the old courthouse was off limits to anyone because they did not want somebody getting hurt or killed and have the county be liable for anything. Algier Flud asked the Commissioners who was responsible for the security of the courthouse and asked about juvenile records being left unattended at the old courthouse. Thacker stated the Sherriff's department was responsible and that everything was secured because the public is not allowed in the building and anyone that does enter is trespassing.

**ITEM 7: ANNOUNCEMENTS:**  
Helm announced that while he was in Norman attending a meeting, one of the county workers was weed eating and was hurt. He asked that people slow down and look out for the workers on the side of the road. Thacker announced he had taken all of his workers to Norman to the safety conference which was informative.

**ITEM 8: UNFINISHED BUSINESS:**  
1. Discussion and possible action regarding utilization of Rogers County Court House multi-purpose room for employee wellness – (H.R.) \*\*\* NOTE \*\*\* This item was tabled from July 22, 2013.  
Human Resources Director Jenny Bentley reported she had spoken with the Sheriff's department and the Maintenance department about the plans to start a wellness program for employees only. Jon Sappington reported the Sheriff's department did not have a problem with the program as long as the department heads knew about it. Thacker made a motion to approve and DeLozier seconded it. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

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

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

**ITEM 11: ROADS & BRIDGES:** None presented.

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

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

**ITEM 14: UTILITY PERMITS:**

1. Enbridge Energy, Limited Partnership – To repair the section of existing pipeline, a section of road will need to be dug up – To cross County Highway or Local Road Winganon Road approximately 670 feet of East of South 4200 Road, and further described as: .88 miles west of the South 4210 road, Corner of Section 20, Township 24N, Range 17E, Rogers County, (District 1) –  
DeLozier made a motion to approve and Helm seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
2. Cox Communications – Directional Bore – To Cross & Parallel County Highway or Local Road E 460 RD, Quail Creek RD, Quail Meadow RD, Tuttle Run & N 4168 RD, approximately .328 miles of S HWY 66, and further described as: 1736 feet SE of the E 72<sup>nd</sup> ST N, E 70<sup>th</sup> ST N, E 69<sup>th</sup> ST N, Corner of Section SE27 & NE34, Township T22N, Range R16E Rogers County, (District 1) –  
DeLozier made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
3. Oklahoma Natural Gas Company – Boring – To cross County Highway or Local Road East 480 Road, approximately 1.0 miles north & 0.45 miles east of I-44 & S.H. #20 Jct., and further described as: 2,550 feet, West of the Southeast Corner of Section 2, Township 21N, Range 16E, Rogers County, (District 1) –  
DeLozier made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
4. Oklahoma Natural Gas Company – Boring – To cross County Highway or Local Road West 36<sup>th</sup> Street North, approximately 3.00 miles north & 0.61 miles west of I-44 & U.S. Hwy. #412 Jct., and further described as: 350 feet, East of the Southwest Corner of Section 17, Township 20N, Range 15E, Rogers County, (District 2) –  
Helm made a motion to approve and DeLozier seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
5. Cox Communications – Directional Bore – To cross & parallel County Highway or Local Road N 470 RD, N Ashwood LN, E Twin Creeks Dr. approximately .36 miles of N 4070 RD, and further described as: 1,884 feet, S & EW of the N 470 RD, Corner Section of NW6 & NE1, Township T20N, Range R14E & R15E, Rogers County, (District 2) –  
Helm made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
6. Oklahoma Natural Gas Company – Boring – To cross County Highway or Local Road South 4120 Road, approximately 2.25 miles West & 0.10 miles, North of S.H. #88 & S.H. #20 Jct., and further described as: 950 feet, South of the Northwest Corner of Section 12, Township 21N, Range 15E, Rogers County, (District 2) –  
Helm made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
7. Cox Communications – Directional Bore – To cross and parallel County Highway or Local Road E 72<sup>nd</sup> ST N, E 70<sup>th</sup> ST N E69th ST N approximately .195 miles of N 193 RD E Ave and further described as: 1,029 feet, SW of the E 72<sup>nd</sup> ST N, E 70<sup>th</sup> ST N, E 69<sup>th</sup> ST N, Corner of Section NW31, Township T21N, Range R15E, Rogers County, (District 2) –  
Helm made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
8. Oklahoma Natural Gas Company – Boring – To cross County Highway or Local Road East 103<sup>rd</sup> Street North approximately 1.30 miles South & 0.85 miles, East of S.H. #20 & U.S. Hwy. #169 Jct., and further described as: 1,940' East & 1,645 feet South of the Northwest Corner of Section 15, Township 21N, Range 14E, Rogers County, (District 2)-  
Helm made a motion to approve and DeLozier seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
9. Cox Communications – Directional Bore – To cross & parallel County Highway or Local Road 145<sup>th</sup> E Ave 66<sup>th</sup> St North approximately 1.13 miles of 66<sup>th</sup> St North and further described as: 5963 feet, South of the 66<sup>th</sup> St. North, Corner of Section NE 3 & 10, Township T20N, Range R14E, Rogers County, (District 2) –  
Helm made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
10. Cox Communications – Directional Bore – To cross & parallel County Highway or Local S Ridgeview RD, S Timber LN N 470 RD, E 72<sup>nd</sup> ST N, Meadow RD approximately .283 miles of E Chinquapin RD and further described as: 5,027 feet, S&N E&W of the E Chinquapin RD, Corner of Section N&SW31 NW6, Township T21N T20N, Range R15E, Rogers County, (District 2 & 3) –  
Helm made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 15: CLAIMS:**

1. Salaries – None presented.
2. Attendant Care – None presented.

**ITEM 16: BLANKET PURCHASE ORDERS:**

1. Material, Supplies, Parts, Groceries & Prescriptions –
  - District 1 to O'Reilly Auto Parts for \$350.00
  - District 3 to American Waste Control for \$2,070.00
  - Planning Commission to District 3 for \$1,000.00
  - Emergency Management to Comdata for \$300.00
  - Emergency Management to Froman for \$500.00
  - District 3 to R&S Auto Parts for \$500.00

- District 3 to Lowes for \$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 17: GRANTS:**

1. Resolution requesting REAP funding from GGEDA related to Port of Catoosa Main Parkway Lighting Project – (Andy Armstrong)

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

2. Resolution authorizing application for financial assistance from the rural economic action plan fund – REAP – District #3 – Solid Waste Disposal Program in Inola – (Kirt Thacker) –

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

**ITEM 18: PAYMENT REQUISITION – CONSTRUCTION FUND – RCB BANK, TRUSTEE:**

1. Kellogg Engineering, Inc. Project # K11-008 – Rogers County 911 Call Center – for 911 Final Plat for \$5,000.00

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

2. Flintco Payment #5 for Rogers County E911 Facility - \$493,893.15 –

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

3. Flintco Payment #25 for Rogers County Courthouse - \$43,526.35 –

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

**ITEM 19: AGENDA ITEMS:**

1. Update by BKL, Inc., and Flintco regarding Courthouse and E911 Center Projects – B.J. Fay reported the ceiling tiles were being completed at the EOC, the flooring would be finished Wednesday, and the final painting would be done Friday. He said 90% of the bill was for the courthouse.

2. Received Notice of Filing Application from OHFA for tax credit development – Heritage at Claremore/OHFA AHTC # 13-07-37 – Acknowledgement only -

3. Discussion and possible action regarding INCOG 2041 Work Program & Budget, INCOG dues – There was a typo on the year and it should read 2014 instead of 2041.

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

4. Discussion and possible action regarding agreement between Board of County Commissioners for Planning Commission and Federal Payments - McGlandrey for credit card setup – (Larry Curtis)

Planning Commission Director Larry Curtis explained this agreement would allow the Planning Commission to accept credit card payments over the phone, and in person. 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 placing the E911 addressing budget and employee(s) under care and supervision of Emergency Management Director – (Kirt Thacker) -

Discussion was held about setting up a sub account for 911 addressing to buy office supplies, etc. 911 will contribute 25% of her budget for this. Thacker made a motion to have a separate account number for this and Helm seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

6. Discussion and possible action on the feasibility of the healthy survival of the two existing large trees located next to the old Courthouse during demolition and preparation of the site for parking and/or other plans for that area – (ADA, David Iski) –

Thacker made a motion to table this for one week and Helm ask that he include in his motion to have a tree service come out to see about trimming. Helm seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

7. Award of Bid #612 Communications Tower, Radios, Communications Tower and Radio- (Janet Hamilton)

DeLozier 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.) Planning Commission- l.) Judicial – m.) OSU Extension – n.) Sheriff -o.) Treasurer

a.) Janet Hamilton reported she had a meeting with Chief Book and two other meetings this week.

e.) Kim Henry reported she was not happy with the Claremore Daily Progress article and she had been misquoted. She said a reporter entered the old courthouse and had taken pictures of

confidential files. There was a discussion about the unauthorized entry, the security of the old courthouse, and the liability of the county.

g.) Julie Dermody reported there were 110 returned absentee ballots. She stated early voting would be on Friday and Monday. The election would be held Tuesday, August 13, 2013.

i.) Jenny Bentley reported she had been working on plans for wellness incentives and would be sending out a survey soon to the employees.

k.) Larry Curtis reported the residential permits had doubled since July 2009. He said there were 38 residential permits for July 2013 and only 19 in July 2009. He stated there would be a Planning Commission meeting Tuesday, August 6, 2013 at 4:00 p.m.

**ITEM 21: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:** None presented.

\*\*\*NOTE\*\*\* Thacker went back to announcements at this point and reported he had spoken with Bill Turner about the budget and Turner told him everything was going well and he was waiting on numbers from the Assessor.

**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 –

Mr. Flud asked questions and Assistant District Attorney David Iski said he was not prepared to answer legal questions.

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

(Materials, Supplies, Parts, Groceries, & Prescriptions)

Helm 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 at 11:01 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, August 1, 2013 at 3:48 p.m.** and posted on the Front Door Entrances to the Courthouse and on the county website.*