

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: Tuesday, September 3, 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:** August 26, 2013
Helm made a motion to approve and Thacker 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. Discussion and possible action regarding the follow up of E911 addressing establishment of accounts – Helm- *****NOTE***** This item was tabled from August 12, 2013, August 19, 2013, and August 26, 2013 –
DeLozier made a motion to table this for one week so they have time to look it over at the budget meeting and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
2. Open and Award Bid #624 – Dispatch Protocol – Emergency medical dispatch, emergency fire dispatch, and emergency police dispatch for the Rogers County consolidated dispatch center (5) workstations – Janet Hamilton *****NOTE***** This item was tabled from August 12, 2013, August 19, 2013, and August 26, 2013 –
3. Voice Products Service, LLC – Mirra IV Recording System Additions – Janet Hamilton - *****NOTE***** This item was tabled from August 26, 2013 –
DeLozier made a motion to table Items 2 and 3 for one week and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
4. Discussion and possible action regarding Lease Purchase and related paperwork – BID #613 – In-Car MDT & Cameras for Sheriff's Department awarded May 28, 2013, to Coban Technologies Inc. – Sheriff - *****NOTE***** This item was tabled from August 26, 2013 – No action taken.
- ITEM 9: ZONING:** None presented.
- ITEM 10: PLATS:** None presented.
- ITEM 11: ROADS & BRIDGES:**
1. Discussion and possible action regarding a Resolution for Project Agreement for CO RD NS 4200 over Unnamed Creek appx. 2.2 mi E and .5 mi. S of Sequoyah - Project Number STP – (number to be determined) State Job Piece Number 28599(04) by and between Rogers County and the Oklahoma Department of Transportation – District #1-
DeLozier explained this was for bridge #83. DeLozier 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:** None presented.
- ITEM 13: TRANSFER OF FUNDS:** None presented.
- ITEM 14: UTILITY PERMITS:**
1. Tulsa Metropolitan Utility Authority – Open Trench - To Cross/Parnell County Highway or Local Road East Pine Street Approximately 0.30 miles, of North 170th East Avenue and further described as: 661.84 feet west of the North East Corner of Section 35 Township 20N Range 14E Rogers County. –District 3 –
2. Oklahoma Natural Gas Company – Bore- To cross County Highway or Local Road Winchester Avenue Approximately 1.40 miles south & 3.00 miles west of S.H. #20 &

S.H. #88 Jct. and further described as 1,640 feet north & 1,620 feet east of the Southwest Corner of Section 4 Township 21N Range 15E Rogers County. –District 3 –

3. Oklahoma Natural Gas Company – Bore- To cross County Highway or Local Road Garden Stone Lane Approximately 1.20 miles north & 0.25 miles west of S.H.# 266 & S.H. #167 Jct. and further described as 920 feet north & 960 feet west of the Southeast Corner of Section 36 Township 21N Range 14E Rogers County – District 2 –

Thacker stated all three permits could be voted on together. 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 –
 - Planning Commission to District 3 for \$1,000.00
 - District #3 to American Waste Control for \$2,070.00 (Inola)
 - District #3 to American Waste Control for \$690.00 (Catoosa)
 - District #3 to Diamond P Lawn & Garden for \$150.00
 - District #3 to American Waste Control for \$690.00 (Claremore)
 - District #1 to County Building Center for \$100.00
 - District #1 to Lowes Home Center for \$500.00

Thacker mad a motion to approve and Helm 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. Requests for CDBG funds from ODOC related to the TMK-IPSCO Rail Spur Project – (Port of Catoosa) – Andy Armstrong –
Armstrong advised this project was for an economic development grant and not county money. He said this was the first pay request for the Port of Catoosa. DeLozier made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
2. Discussion and possible action regarding the acceptance of a CDBG grant for RWD #16 (CDBG-W/S Eng-2013-Rogers CO (SP)-00119) and authorization for the Chairman to electronically sign the contract on OKGrants – Andy Armstrong –
There was a discussion and it was stated this was for the new subdivision, Coyote Hills. DeLozier made motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

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

1. Courthouse Pay App #26 - \$81,925.76 – Flintco –
 2. 911 Center Pay App #6 - \$196,491.92 – Flintco –
- 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 – None presented.
2. Presentation by VFW Commander, Bill Richey, regarding brick paver sales for the Courthouse Plaza – DeLozier reported that Mr. Richey had a family emergency and he rescheduled for next week.
3. Resolution to Dispose of Equipment, District 3, 1999 24.9 HP Grasshopper Mower, mower Serial #497302, deck Serial #498101 – To be sold at auction in McAlester September 21, 2013 –

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

4. Resolution to Dispose of Equipment, Emergency Management –
 - 1995 White Chevy Caprice, Serial #1G1BL52P8SR167205 – To be junked
 - Custom storage unit for Ford Explorer (made of plywood) – To be junked
 - Custom built oak cabinet for radios and monitors – To be junked
 - Lexmark X4530 Printer, Serial #02450 – To be junked
 - Lexmark X4530 Printer, Serial #26758 – To be junked
 - DVD set, Hazmat Right to Know & Lockout/Tag Out – To be junked
 - 17” Laptop 160, Duo Core Dell 1710, Serial #16434593461 – To be junked
 - Martex Computer, Serial # unknown – To be junked
 - Nobilis 1274M Pro Mid Tower, Serial #888012 – To be junked
 - Goal Air Purifier – To be junked
 - 1995 Chevy Caprice, Serial #1G1BL52P8SR167205 – To be junked
 - Wireless Headsets, Plantronics CS55, Serial #BF772188, Serial #BF772245 – To be junked
 - Computer Upgrade Mother Board/CPU, PO#504542 – To be junked
 - 1.5 Ton 2 wheel trailer with generator, Serial #MD84-079-38 – To be junked

It was noted the 1995 Caprice was on the list twice. Shelly Epperson stated she must have duplicated the paperwork. Scotty Stokes reported these were all pieces of cars or items from the basement. DeLozier advised that if any item had value, it could be recycled. 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 the purchase of a Road Vista Retroreflectometer for shared use by each of the county districts – (Thacker)

Lee Francis, Sign Maintenance, gave a presentation about how the Retroreflectometer worked and the advantage of the GPS map usage. Brett Williston reported it could be downloaded into the Rogers County system. DeLozier made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

6. Open and Award Bid #626 – Modified Aggregate Quick Set with Surface Preparation – Rogers County Board of Commissioners –

Chuck Ellsworth with Vance Brothers reported limestone from another company did not meet the state requirements. Helm made a motion to reject all bids and stay with Vance Brothers and DeLozier seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

7. Discussion and possible action in regards to employee payroll benefit accounts – Human Resources –

There was a discussion about the inconsistency of the cash accounts and how it was difficult to budget employees based on how many there were. Thacker made a motion to pay the benefits out of the fee accounts but it died for lack of a second. DeLozier made a motion to table this for a week so they could look at it in the budget meeting tomorrow and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

8. Discussion and possible action regarding the renewal agreement between Grand Gateway and Rogers County for grant writing services – Andy Armstrong –

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

9. Discussion and possible action regarding participation in the ODOT County Road Machinery and Equipment Revolving Fund for FY 2014 – District #1 –

DeLozier reported this would be a 3% interest rate. Helm made a motion to approve and DeLozier seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

10. Reimbursement and Resolution #2014-34 to deposit funds of \$1,000.00 into One Cent Sales Tax M&O #83ST-200 for Rogers County District #3 –

11. Reimbursement and Resolution #2014-3 to deposit funds of \$454.41 into One Cent Sales Tax M&O #83ST-200 for Rogers County District #3 –

12. Reimbursement and Resolution #2014-33 to deposit funds of \$4,764.98 into One Cent Sales Tax M&O #82ST-200 for Rogers County District #2 –

13. Reimbursement and Resolution #2014-35 to deposit funds of \$866.03 into One Cent Sales Tax M&O #82ST-200 for Rogers County District #2 –

Helm made a motion to approve Items 10-13 together 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 there would be a 911 Trust Authority meeting Thursday and there would be a tower inspection done by the Sheriff's department.

d.) Robin Anderson reminded everyone of the Budget meeting tomorrow at 9:00 a.m. in the Commissioners' meeting Room.

k.) Larry Curtis reported on the residential permits and said he would be setting up a booth with Emergency Management at the County Fair.

n.) Jon Sappington asked if he could get an ETA for the Coban. Iski stated he could not give him an answer. DeLozier stated they could look at the contract in the Budget meeting.

ITEM 21: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:

1. Grand Gateway Economic Development Assoc. – E-911 Service Fees for \$22,224.10 – County Clerk – Acknowledgement only -

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 who submitted the bid and Helm answered he did. She wanted to know what the reimbursements were for. Thacker read them to her. She had questions about T-Highway accounts and Thacker stated the T-Highway accounts were budgeted.

ITEM 23: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:

(Materials, Supplies, Parts, Groceries & Prescriptions)

Thacker made a motion to approve all the purchase orders except #306930 and Helm 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 11:00 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: _____

(SEAL)

Robin Anderson, Rogers County Clerk