

**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:** Tuesday, October 15, 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:** 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 Meetings 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:** October 7, 2013

Thacker made a motion to approve 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 - None presented.

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

**ITEM 8: UNFINISHED BUSINESS:**

1. Discussion and possible action regarding cleaning crew access to Division 1 Courtroom, Floor 4 – Thacker –\*\*\*NOTE\*\*\* This was tabled from September 16, 2013, September 23, 2013, September 30, 2013, and October 7, 2013 -

Judge Steidley was not present. A.D.A. David Iski advised all the paperwork was in proper form and ready to approve. DeLozier made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-nay. Motion carried.

2. Public hearing with discussion and possible action on the request of Preliminary Plat Approval for I Don't Care Subdivision. APPLICANT: I Don't Care Bar & Grill of Oklahoma, LLC. Current Zoning: C-5. LEGAL DESCRIPTION: A tract of land lying in the SW/4 of Section 21, Township 20 North, Range 16 East of the Indian Base and Meridian, Rogers County, Oklahoma. ADDRESS: 11015 E. 590. Rd., Catoosa, OK 74015 -\*\*\*NOTE\*\*\*This item was tabled from October 7, 2013 –

Larry Curtis, Planning Commission Director, reported the applicant was not present and had not provided an updated plat. He recommended to table this for one week. Thacker made a motion to table for one week and Helm seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

3. Discussion and possible action regarding Tom Meshek, Meshek and Associates – GIS Pilot Study Presentation (Helm) - \*\*\*NOTE\*\*\*This Item was tabled from October 7, 2013 –

Tom Meshek introduced Chris Hill. Hill gave a presentation on the web based format for all the data collected. Hill explained the program and all it could do. There was a discussion about the program being interchangeable and accessible by mobile use. No action was taken.

4. Award Bid #632 (DeLozier) -

- One 5 Ton Split System R-410a with 90% Natural Gas Furnace -
- One 3 Ton Split System R-410a with 90% Natural Gas Furnace –

\*\*\*NOTE\*\*\* This Item was tabled from October 7, 2013 –

Ryan Baze reported there was one bid turned in and he recommended accepting the bid with Technology International for \$4,557.00. DeLozier made a motion to accept the bid from Technology International and Helm seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

5. Award Bid #633 – Sheet Metal Duct Work for a 3 ton and 5 ton heating and cooling system (DeLozier) – \*\*\*NOTE\*\*\* This item was tabled from October 7, 2013 –

Baze reported there were two bids turned in and one did not meet the specs. He recommended the bid from Tulsa Air Specialists for \$3,512.00. DeLozier made a motion to accept the bid from Tulsa Air Specialist 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 regarding Bi-Annual Inspection of County Road System Bridges in Rogers County District 3, Invoice #66-BI-3-13 –

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

\*\*\*NOTE\*\*\*At this point Thacker moved to Agenda Item 19, number 12.

**ITEM 12: CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS:**

1. 003 Courthouse Bond Proceeds
2. 008 Cobra
3. 012 RCEFA
4. 101 T-Highway
5. 105 CBRIF
6. 113 Property Resale
7. 115 Health Department
8. 119 Sheriff Civil Fees
9. 121 County Clerk Lien Fees
10. 122 Treasurer Cert. Fees
11. 124 County Clerk Preservation
12. 125 Engineering Fees
13. 127 Sheriff Commissary
14. 128 Courthouse SEC/SHRF Fees
15. 129 Sheriff Courthouse Secure
16. 131 Law Library
17. 135 Criminal Justice Authority
18. 137 Sheriff Jail
19. 140 Wireless Prepay 911 Fee
20. 142 E-911 Addressing
21. 147 Drug Court Contract
22. 148 Drug Court Participant
23. 175 Assessor Revolving
24. 180 Court Clerk Revolving

Helm and DeLozier discussed item #16. Helm made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

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

**ITEM 14: UTILITY PERMITS:**

1. AT&T Oklahoma –Bore & Trenching – To Cross County Highway or Local Road N 161 E Ave. & E. Marshall Approximate 0.350 miles, South of Pine and further described as: 1890 feet south of the NE Corner of Section 35 Township 19N Range 14E Rogers County (Permit Location Correction). – District 3 –
2. Oklahoma Natural Gas – Bore – To cross County Highway or Local Road Old Highway 33/East Admiral Approximately 2.57 miles, east of U.S. HWY #412 & Creek Turnpike Jct. and further described as: 1,334 feet east of the Northwest Corner of Section 2 Township 19 Range 15N & Section 35 Township 20N Range 15E Rogers County – District 3 –
3. Rural Water District #3 Rogers County – Bore - To cross County Highway or Local Road NS 4060 (177th E. Ave.) Approximately 0.465 miles, of South of EW 500 (96th St. N.) & NS 4060 (177th E. Ave.) Junction and further described as 2457 feet South of the Northeast Corner of Section 23 Township 21 North Range 14 East Rogers County. – District 3 –

Thacker made a motion to approve utility permits 1 – 3 and DeLozier 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 County Building Center - \$100.00
  - Planning Commission to District #3 - \$1,000.00
  - Sheriff to Speedy Lube - \$500.00
  - Sheriff to O'Reilly's Automotive Stores - \$500.00
  - District #3 to R & S Auto Parts \$500.00
  - Sheriff to Comdata MasterCard - \$4,000.00

Helm 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. Discussion and possible action regarding authorization for Chairman to sign and submit a monthly expense report for CDBG project – 14796 CDBG 11 (RWD #3) (Andy Armstrong) –

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

2. Discussion and possible action regarding authorization for Chairman to submit a monthly expense report for 15221 CDBG ED 12 (Port of Catoosa TMK-IPSCO Rail Spur) (Andy Armstrong) –

DeLozier 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 approval on an Interlocal agreement between Rogers Co Board of County Commissioners and Rogers Co RWD #3 for execution of 15603 CDBG 13 Project activities (Andy Armstrong) – Mr. Armstrong stated the original paperwork he had presented had a typo. He read it as Highway 33 and he should have put 88. This paperwork is corrected.

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

**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 – No one was present to give an update. DeLozier reported they were putting in lateral lines.
2. Discussion and possible action regarding Request and Presentation by Mrs. Irene I. Ward (Kirt Thacker) –

Mrs. Ward and her daughter, Dana Shouse, presented a factual biography with newspaper articles dating back to 1949 about her late husband, Sheriff Amos G. Ward, who served as sheriff in Rogers County for over 32 years and was one of the last “old Sheriffs” listed in the Library of Congress. She was here to ask that the Rogers County Jail be named after him. Thacker read a letter about his years in office and suggested Mrs. Ward and her daughter talk to the Jail Trust Authority to be put on the agenda for their next meeting. Robin Anderson, County Clerk reported the Jail Trust Authority meets on the first Thursday of each month and would be held on November 7, 2013. Discussion only.

\*\*\*NOTE\*\*\* Thacker went back to Cash Fund Estimates at this point, Item 12.

3. Resolution for Disposing of Equipment, Rogers County Addressing – 1997 Ford Crown Vic Serial #2FALP71W7VX210095 – Traded to District #2 –

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

4. Resolution for Disposing of Equipment, District #3 – Vermeer BC-1400 Wood Chipper Serial #IVRUI64D31000632 – Traded In – Thacker stated this was due to the grant.

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

5. Reimbursement and Resolution #2014-03 to deposit funds of \$1,688.09 into 81ST-200 for Sheriff Fuel –

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

6. Discussion and possible action regarding purchase of Dell computers for the E911 Dispatch Center (DeLozier) –

Janet Hamilton recommended this be approved and stated it would be paid out of Bond money. Helm made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

7. Discussion and possible action regarding fire alarm monitoring for the E911 Dispatch Center (DeLozier) – Hamilton reported the cost is \$20 per month.

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

8. Discussion and possible action regarding Presidio phone system for the E911 Dispatch Center (DeLozier) – Hamilton stated this also served as a back-up system to the courthouse.

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 Anago Janitorial Services Proposal between Rogers County District #3 Warehouse (Thacker) –

\*\*\*NOTE\*\*\* Thacker stated they would come back to this item.

10. Discussion and possible action regarding NACO, National Association of Counties, Invoice #92581 – Rogers County Membership Dues \$1,500.00 –

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

\*\*\*NOTE\*\*\* Thacker went back to item #9. Thacker made a motion to approve and Helm seconded the motion. Motion carried.

11. Discussion and possible action regarding Riggs, Abney, Neal, Turpen, Orbison, and Lewis: (DeLozier) -

- Invoice #524423 – July Professional Services \$758.63 -
- Invoice #525745 – August Professional Services \$1,240.58 -
- Invoice #527446 – September Professional Services \$1,297.92 –

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

12. Discussion and possible action regarding engagement letter for professional services for Turner and Associates, PLC –

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

13. Discussion and possible action regarding Resolution 2014-51 for Court Clerk Special Fund for OBA – Donations for Court Areas, Fund #179, and Account #140BA-200 - cash fund –

DeLozier made a motion to approve and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried. There was a discussion about this item not being on the agenda on the website but on the one on the front door. A.D.A. Iski clarified that

his agenda did not have item #13 on it and by law they could not vote on it. DeLozier rescinded his motion and Thacker rescinded his second. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried. \*\*\*NOTE\*\*\* There was an electronic error on the submission to the website. There was no action taken on this item and Thacker asked that it be put back on the agenda for next week.

**14. Discussion and possible action regarding Financial Statement for FY 12-13 and Estimate of Needs for FY 13-14 –**

Bill Turner stated there had been some issues with the sales tax and highway funds. Helm asked if everyone's raise was included but the jail. Turner said yes the budget was figured for all the Rogers County employees except the jail. There was a long discussion about the money needed for raises and employee benefits and where it would come from. Helm made a motion for a recess at 10:04 a.m. for 5 minutes and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried. Thacker called the meeting back to order at 10:13 a.m. Roll was called and quorum established. The discussion continued and Helm made a motion to go ahead with the budget as presented. Thacker said he needed more information. Helm's motion died for lack of a second. Scotty Stokes advised he would be short of what was agreed upon. Helm advised he could work something out with the state for his budget. Helm said his motion still stands. DeLozier made a motion to take a recess at 10:55 a.m. and Thacker seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried. Thacker called the meeting back to order at 11:21 a.m. Thacker stated they could do one of three different things: to give the employees a \$100 raise and add the jail employees also, take the \$100,000 needed out of the general government fund to pay for \$200 raises, or move forward with the \$200 raises and have the jail pay for their employees raises. Thacker stated the jail had \$100,000 extra budgeted for this year than last year. Thacker made a motion to go with the \$200 raises and have the jail pay for their raises. Jon Sappington discussed his budget with the Commissioners. Sappington said he will have to go to the Criminal Justice Authority. Helm seconded the motion. Roll Call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**15. Discussion and possible action regarding the county general budget for FY 13-14 -**

**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
- e.) Jennifer Book asked if the elected officials were included for the raises. A.D.A. David Iski advised they could not give themselves a raise but their next term they could receive a raise.
- g.) Julie Dermody reported that Friday would be the last day to register to vote for the November election and reminded people that early voting could be done on Thursdays and Fridays now.
- n.) Jon Sappington asked why 2 agenda items he had for this week were not put on the agenda. He said he had a legal contract and a Homeland Security agenda item. Commissioner Thacker stated no commissioner had taken the initiative to put it on and he would put it on the agenda for the next week. \*\*\*NOTE\*\*\* A commissioner must give his approval before an item can be placed on the agenda.\*\*\*

**ITEM 21: ACKNOWLEDGE 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 building contract on the parking lot, how much would be cut from the road fund, and if the pay increase would come out of the highway fund. Jim Smith stated that everyone should work together and try to get along.

**ITEM 23: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:  
(Materials, Supplies, Parts, Groceries & Prescriptions)**

\*\*\*NOTE\*\*\* DeLozier left the meeting at 11:51 a.m. Thacker made a motion to approve all purchase orders and Helm seconded the motion. Roll Call: Thacker-aye, Helm-aye. Motion carried.

**ITEM 24: RECESS OR ADJOURNMENT:**

Thacker made a motion at 12:29 p.m. to recess until 1:00 p.m. Wednesday, October 16, 2013 and Helm seconded the motion. Roll Call: Thacker-aye, Helm-aye. Motion carried.

**RECONVENED MEETING**

On Wednesday, October 16, 2013, Thacker called the meeting back to order at 1:07 p.m. Thacker and Helm were present and quorum established. DeLozier was absent. Thacker moved to Agenda Item #15. Bill Turner, County Budget Maker, had not arrived yet. County Clerk Robin Anderson announced the Excise Board had recessed their meeting yesterday and would reconvene at 3:00 p.m. on Monday, October 21, 2013. There was a discussion on the Election Board Secretary's salary. Kim Henry, Court Clerk, asked if elected officials could have an increase on their mileage since they would not receive a raise. Roy Hancock reported the mileage was set by the state. Thacker advised there was an AG opinion regarding the salary adjustment for the elected

officials and it was under review. Bill Turner arrived and presented the estimate of needs and publication sheet. Helm made a motion to present this balanced budget to the Excise Board and Thacker seconded the motion. Roll Call: Thacker-aye, Helm-aye. Motion carried. Thacker made a motion to adjourn at 1:29 p.m. and Helm seconded the motion. Roll Call: Thacker-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, October 10, 2013, at 6:58 p.m. and posted on the Front Door Entrance to the Courthouse and on the county website.*