

## 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, December 23, 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 9:02 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 Thacker 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:** Thacker led the flag salute and Pledge of Allegiance.

**ITEM 4: INVOCATION:** Helm said a prayer. **\*\*\*NOTE\*\*\*Commissioner Delozier arrived at 9:04 a.m.**

**ITEM 5: APPROVE/DISAPPROVE MINUTES:** December 16, 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. Award Bid#638 1 or more Ground-level Loading Trailers (District 2) – Helm made a motion to go with the low bid of \$17,215.00 with Rockline Products and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.  
2. Award Bid#639 New or Used Bulldozer (District 2)-  
**\*\*\*NOTE\*\*\***These 2 items were tabled from the December 11, 2013 Reconvened Meeting. – Helm made a motion to go with the low bid of \$58,116.26 with Boxcer Equipment and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**ITEM 9: ZONING:**  
Discussion with possible action to approve/disapprove Appointment of Johnny Messimore to the City of Claremore – Rogers County Metropolitan Area Planning Commission for a 4-year term (1-1-2014 thru 12-31-2018) – Helm – Larry Curtis explained there was a resignation due to business obligations. Helm made a motion to approve the appointment of Johnny Messimore and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

**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:**  
Oklahoma Natural Gas – Bore – To Cross County Highway or Local Road East 70<sup>th</sup> Street North Approximately 1.57 mile north & 0.10 miles, east of S.H. #266 & S.H. #167 Jct. and further described as: 2,200 feet north & 480' east of the Southwest Corner of Section 31 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. Thacker asked how much money the county lost by not being able to collect fees and Curtis answered \$250.00 and we are nearing the \$10,000.00 mark total.

**ITEM 15: CLAIMS:**  
1. Salaries – December 2013- Helm made a motion to approve and Delozier seconded the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

2. Attendant Care – None presented.

**ITEM 16: BLANKET PURCHASE ORDERS:**

1. Material, Supplies, Parts, Groceries & Prescriptions – District 1 to Jiffy Mart \$200.00. Delozier explained they were out of fuel due to their move and they had to have some. He 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:**

1. Discussion and possible action regarding authorization to hold a closeout hearing for 15308 CDBG 07 (Rogers Co RWD #3 HY 88 Waterline). – 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 authorization for Chairman to submit a monthly drawdown request in the amount of \$99,950 for 15308 CDBG 07 (Rogers Co RWD #3 HY 88 Phase 2 Waterline). - Delozier made a 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:** None presented.

\*\*\*NOTE\*\*\*At this point Thacker went back to blankets because Delozier had one to submit.

**ITEM 19: AGENDA ITEMS:**

1. Update by BKL, Inc., and Flintco regarding Courthouse Plaza Project – Steve Rumsey, Flintco, reported they are reviewing the bid documents for the plaza project. Helm asked them if they could check the sand filters in the courthouse basement.
2. Discussion and possible action regarding the Compilation Engagement Letter for FY 2012-13 Financial Statements from Turner and Associates, PLC (County Clerk) – County Clerk Robin Anderson explained this is for the SEFA report. 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 the budget for FY 2013-14 with Richard Gephart (Fair Board) and Bill Turner (Helm) – Helm referred this to Ms. Anderson and she reported that Mr. Gephart had contacted First Deputy Teresa Jackson with questions regarding his budget. She explained the numbers to him, he wasn't understanding, so she asked him to call Mr. Turner. Mr. Turner reviewed the budget numbers with him and Ms. Jackson was correct. No action taken.
4. Discussion and possible action regarding Sheriff's Jail phone billing increase (Helm) – Jon Sappington, Undersheriff, explained he was satisfied because Janet Hamilton had made purchase orders to reimburse them. No action taken.
5. Discussion and possible action regarding Sheriff's office key request for correctional courthouse guard (Helm) – Jon Sappington had given his key to Ronnie Batt because he is now acting as a Court Guard. He is needing a key for himself to replace it. 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 contract between Kronos and the Board of County Commissioners (Thacker) – 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 maintenance contract between J.D. Young and the Board of County Commissioners for Human Resources (Thacker) – Thacker 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 the use of the courthouse for Congressman Mark Wayne Mullin's office each Wednesday morning (Thacker) – Thacker reported that Mullin's office is trying to save tax dollars so they are closing their Claremore office but would like to use the public meeting room each Wednesday to meet with people that need to visit with them. Ms. Anderson added that it would be from 9:00 a.m. to 11:30 a.m. and it would not interfere with any of her other board meetings. Delozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
9. Discussion with possible action to approve/disapprove appointment of Missy Richardson as Receiving Agent for the Planning Commission – Mr. Curtis announced he needed a 3<sup>rd</sup> Receiving Agent. It was explained to him that you are only allowed 2 receiving agents. Thacker made a motion to table one week and Delozier seconded the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
10. Reimbursement and Resolution #2014-80 to deposit funds of \$50.00 into General Fund 20-201 for reimbursement of Deferred Savings match for employee Springer for District 3 – Human Resource Director Jenny Bentley explained she got these in too late for payroll. Delozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.

11. Reimbursement and Resolution #2014-81 to deposit funds of \$200.00 into Cemetery Restitution Fund 91-210 for restitution for District 1– Delozier made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
12. Reimbursement and Resolution #2014-82 to deposit funds of \$1,151.15 into 82ST-200 for Town of Oologah and Oologah Municipal Authority District 2 – Helm made a motion to approve and Thacker seconded the motion. Roll call: Thacker-aye, DeLozier-aye, Helm-aye. Motion carried.
13. Reimbursement and Resolution #2014-83 to deposit funds of \$50.00 into 83ST-110 for reimbursement of Deferred Savings match for employee Spence for District 3–
14. Reimbursement and Resolution #2014-84 to deposit funds of \$25.00 into 83ST-110 for reimbursement of Deferred Savings match for employee McCause for District 3–
15. Reimbursement and Resolution #2014-85 to deposit funds of \$50.00 into 43D-110 Salaries for reimbursement of Deferred Savings match for employee Weir for 911 Dispatch–
16. Reimbursement and Resolution #2014-86 to deposit funds of \$200.00 into General Fund 20-200 for reimbursement of Deferred Savings for employees Springer, Spence, McCause & Weir for District 3– Thacker made a motion to approve Items 13 through 16 and Delozier 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
- c. Ryan Baze reported he would be off Thursday but Butch and Charlie would be here.  
d. Robin Anderson announced the courthouse would be closed Tuesday, the 24<sup>th</sup>, for Christmas Eve and Wednesday, the 25<sup>th</sup> for Christmas. Next week we would be closed on Wednesday, January 1<sup>st</sup>.  
h. Scotty Stokes reported there had been several power outages and could be more due to tree limbs falling. Delozier thanked Stokes for his help.  
k. Mr. Curtis reported there has been an increase in inspections during the holiday season and he is still seeking a Board of Adjustments Member. Helm asked to go back to Stokes and he asked Curtis to get with Stokes and determine how many people have lost food and track the cost. Then get with subdivisions and request that power lines be underground instead of overhead.

**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- None presented.

**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, Helm-aye. Motion carried.

**\*\*\*NOTE\*\*\*Delozier had left the meeting during the signing of purchase orders.**

**ITEM 24: RECESS OR ADJOURNMENT:** Helm made a motion to adjourn at 10:35 a.m. and Thacker seconded the motion. Roll call: Thacker-aye, Helm-aye. Motion carried.

BOARD OF COUNTY COMMISSIONERS  
ROGERS COUNTY, OKLAHOMA

By: \_\_\_\_\_

(SEAL)

Robin Anderson, Rogers County Clerk

*Notice of said meeting was filed in the Office of the County Clerk on Wednesday, December 19, 2013 at 2:42 p.m. and posted on the Front Door Entrance to the Courthouse and on the county website.*