

## 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, January 6, 2014, 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 Thacker and Commissioners Dan DeLozier and 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 flag salute and Pledge of Allegiance.
- ITEM 4:**       **INVOCATION:** Helm said a prayer.
- ITEM 5:**       **APPOINTMENT OF 2014 CHAIRMAN:** Thacker made a motion for Commissioner Dan DeLozier to be appointed the 2014 Chairman and Helm seconded the motion. Roll call: Thacker-aye, Helm-aye, DeLozier-aye. Motion carried. At this time the meeting was turned over to Chairman DeLozier.
- ITEM 6:**       **APPROVE/DISAPPROVE MINUTES:** December 30, 2013 regular meeting and December 31, 2013 Emergency Meeting – Helm made a motion to approve and Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
- ITEM 7:**       **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 8:**       **ANNOUNCEMENTS:** None presented.
- ITEM 9:**       **UNFINISHED BUSINESS:**  
1. Discussion and possible action for a road access agreement between Rogers County and the Oklahoma Conservation Commission for an Abandoned Mine Land Reclamation project (District 2) – This item was tabled from December 30, 2013 meeting. Larry Curtis, Planning Commission Director, reported that access was no longer needed. Tracy Reeder with the Conservation Commission was present for questions, but no questions were presented. No further action taken.
- ITEM 10:**      **ZONING:** None presented.
- ITEM 11:**      **PLATS:** None presented.
- ITEM 12:**      **ROADS & BRIDGES:**  
1. Resolution #2014-88 authorizing Project Agreement between Rogers County and the Oklahoma Department of Transportation for CO. BR. OVER DOG CREEK ON EW 410 APPX 1.2 MI EAST OF SH 66. Project Number J2-7811(04), State Job Piece Number jp 27811(04) (District 1) – DeLozier made a motion to approve and Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.  
2. Resolution #2014-89 authorizing Project Agreement between Rogers County and the Oklahoma Department of Transportation for CO. BR. OVER BUCK CREEK ON EW 350 APPX 0.2 MI EAST OF WASHINGTON COUNTY LINE. Project Number J2-8600(04), State Job Piece Number jp 28600(04) (District 2) – Helm made a motion to approve and DeLozier seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
- ITEM 13:**      **CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS:** None presented.
- ITEM 14:**      **TRANSFER OF FUNDS:** None presented.
- ITEM 15:**      **UTILITY PERMITS:** None presented.
- ITEM 16:**      **CLAIMS:**  
1. Salaries – None presented.  
2. Attendant Care – None presented.

**ITEM 17: BLANKET PURCHASE ORDERS:**

1. Material, Supplies, Parts, Groceries & Prescriptions –
  - Rogers County District #3 – National Waste & Disposal Inc. \$2,950.00
  - Rogers County District #3 – Wal-Mart \$100.00
  - Rogers County District #3 – Diamond P Lawn and Garden \$150.00
  - Emergency Management – Northeast Technology Center \$300.00
  - Emergency Management – Culligan \$20.00
  - Emergency Management – ComData \$200.00
  - Emergency Management – Froman \$300.00
  - Rogers County Addressing – Froman \$150.00Thacker made a motion to approve and Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
2. Orders Exceeding Amount of Issuance - None presented-

**ITEM 18: GRANTS:**

1. Resolution #2014-90 authorizing application for Rural Economic Action Plan grant from the Indian Nations Council of Governments (INCOG) Verdigris, Gordon Road acceleration Lane – District 3. Thacker made a motion to approve and DeLozier seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

**ITEM 19: PAYMENT REQUISITION – CONSTRUCTION FUND – RCB BANK, TRUSTEE:**

1. BKL, Inc. payment Invoice #40 for Rogers County Courthouse and 911 Facility- \$50,000.00 – Thacker. Thacker made a motion to approve and Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

**ITEM 20: AGENDA ITEMS:**

1. Discussion and possible action regarding contract agreement between Preferred Business Systems and Board of County Commissioners for Addressing Department for color laser copier – (Thacker) Helm made a motion to approve and Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
2. Renewal of Agreement between Tom and Nedra Williams Properties, L.L.C., Neely Insurance Agency, Inc., Tracy G. Row and John W. Row Jr., Wife and Husband, and Rogers County Board of County Commissioners – Commercial Lease Agreement for fiscal year 2013 – 2014 – (Thacker). Mr. Iski had reviewed and stated this is a continuation of the current terms. Helm made a motion to approve and Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
3. Agreement for E-911 and Dispatch Services – Approving language in agreement – (Hamilton). DeLozier made a motion to table for 1 week and Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
4. Certificate to update Authorized Representatives for a) Series 2010 The Rogers County Industrial Development Authority, Capital Improvement Revenue Bonds b) Series 2011 The Rogers County Industrial Development Authority, Courthouse & 911 Center Revenue Bonds – (Thacker). Thacker made a motion to approve the commissioners as signors and Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
5. Discussion and possible action regarding Family Medical Leave Act for Rogers County Employees and clarification of HR policies & guidelines for Officers and Head of Departments – (Helm). Jenny Bentley, HR, stated that Rogers County employees are eligible for FMLA after 1 year of service and she is currently working on training for department supervisors. Chairman DeLozier recommended that Jenny put together classes to go over the guidelines of FMLA. Mr. Iski commended Jenny Bentley for a job well done. No action taken.
6. Reimbursement and Resolution #2014-87 to deposit funds of \$35.41 from E911 Addressing, into 1 Cent Sales Tax Fund - 81ST-200 for fuel reimbursement to District 1 -. DeLozier made a motion to approve and Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
7. Reimbursement and Resolution #2014-03 to deposit funds of \$919.43 from Sheriff's Department into 1 Cent Sales Tax Fund – 81ST-200 for fuel reimbursement to District 1 – DeLozier made a motion to approve and Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
8. Reimbursement and Resolution #2014-03 to deposit funds of \$422.08 from Assessor's Department into 1 Cent Sales Tax Fund – 83ST-200 for fuel reimbursement to District 3 – Thacker made a motion to approve and Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
9. Discussion with possible action on Approval/Disapproval of Resolution #2014-91 setting filing period and election date for Fair Board Members for 2014 – (Clerk) Notice for filing for Fair Board Election has to be published ten (10) days before the filing period can begin and the filing period is five (5) consecutive business days and commences in January. Meeting is set for Saturday, February 8, 2014 at 10:00 a.m. DeLozier made a

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

**ITEM 21: 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 stated the Fire Marshall will be out on the January 9<sup>th</sup> for inspection of the new facility. The plan is to be open and operating as of January 16, 2014 at 7:00 a.m.

i) Ms. Bentley explained that Flex Plan is on hold for accounting issues and are currently working out the issues.

j) Brett Williston announced the fiber between the 911 Center and the courthouse is operational. He will be working on the EOC this week.

k) Larry Curtis stated that for Year End December 2013, there has been 18 building permits issued and 4 commercial permits issued for a total of \$5.9 million. We have surpassed Tulsa and Wagoner Counties, as well as the cities of Tulsa, Broken Arrow, and Bixby.

**ITEM 22: ACKNOWLEDGE RECEIPT OF THE FOLLOWING ITEMS:** None Presented

**ITEM 23: 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- Ms. Wilken, Claremore Progress, asked questions regarding FMLA and PTO. She didn't understand how these worked together. Ms. Bentley explained to her that PTO could be used while on FMLA. She also asked about the publication procedure and why the County Clerk brought it up. County Clerk Robin Anderson assured her she did not bring it up.\*\*\*NOTE\*\*\*One of the commissioners had mentioned it earlier in the meeting.

**ITEM 24: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:**

(Materials, Supplies, Parts, Groceries & Prescriptions) - Thacker moved to approve, motion seconded by DeLozier. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

**ITEM 25: RECESS OR ADJOURNMENT:** DeLozier moved to adjourn at 10:13 a.m., motion seconded by Thacker. Roll call: DeLozier-aye, Helm-aye, Thacker-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 Thursday, January 2, 2014, at 6:53 p.m. and posted on the Front Door Entrance to the Courthouse and on the county website.*