

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, February 24, 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 DeLozier 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 DeLozier and Commissioners Mike Helm and Kirt Thacker 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:** Commissioner Helm led the flag salute and Pledge of Allegiance.

ITEM 4: **INVOCATION:** Commissioner Thacker said a prayer.

ITEM 5: **APPROVE/DISAPPROVE MINUTES:** February 18, 2014 Regular Meeting – Thacker made a motion to approve and Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
NOTE At this point, moved to Item 19-6 ***

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 Bid on County Property, Tax Roll# 21122, Physical address: 11951 4180 Road, Section 25, Township 23N, Range 16 East (Baker) – Treasurer - ***NOTE*** This item was tabled from February 18, 2014 *** - DeLozier made a motion to approve. Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
2. Discussion and possible action regarding Bid on County Property, Tax Roll# 29109, Physical address: 1440 N. 154th E. Ave., Tulsa, OK 74116, Lot 2, Block 4 Midwestern Heights (Baker) – ***NOTE*** This item was tabled from February 18, 2014 *** -Thacker made a motion to approve. Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 9: **ZONING:** Public hearing with discussion and possible action on the request for zoning change from RS-10 to AR that the intended use of the property, after rezoning, is for one single family mobile home & waving of the platting requirement for the installation of one residential mobile home or single family residential home. APPLICANT: Harley JR. & Dorothy Swan CURRENT ZONING: RS-10 & AR. LEGAL DESCRIPTION:

LEGAL: The E/2 NW/4 SW/4 SE/4 and the W/2 NE/4 SW/4 SE/4 and the E/2 SW/4 SW/4 SE/4 and the W/2 SE/4 SW/4 SE/4 of Section 10, Township 21 North, Range 16 East of the I.B. & M., according to the U.S. Government Survey thereof, LESS AND EXCEPT that portion deed to the State of Oklahoma, Department of Transportation, filed in Book 1319, Page 540 of the record of the County Clerk, Rogers County, Oklahoma
LESS AND EXCEPT THE FOLLOWING DESCRIBED TRACTS-

A tract of land beginning at the SW corner, of the SE/4 of the SE/4 of Section 10, Township 21 North, Range 16 East, thence in a Westerly direction 330 feet, thence directly North a distance of 562 feet, thence in a Westerly direction a distance of 291 feet, thence directly South 562 feet, thence directly Easterly 291 feet to the place of beginning. LESS and Except beginning 16 1/2 feet North of the Southwest Corner of the SE/4 of SW/4 of Section 10, Township 21 North, Range 16 East, thence East parallel to Section line 2640 feet more or less to point 16 1/2 feet North of SE corner of SW/4 of SE/4 of Section 10, thence North 16 1/2 feet, thence West parallel to Section line 2045 feet, thence North 45 feet, thence West to West line of SE/4 of SW/4 of Section 10, thence South 61 1/2 feet to the point of beginning. LESS AND EXCEPT beginning at a point on the South line of SE/4 of SW/4 of SE/4 of Section 10, Township 21 North, Range 16 East, Rogers County, Oklahoma, a distance of 331.17 feet West of the SE corner of said SE/4 of SW/4 of SE/4, thence continuing West along said South line a distance of 291.00 feet, thence North a distance of 75.00 feet, thence N. 89°07'52"E. a distance of 235.77 feet, thence S.85°09'30"E. a distance of 55.51 feet, thence South a distance of 69.48 feet to POB AND A tract of land in the SW/4 SE/4 of Section 10, Township 21 North, Range 16 East of the I.B.&M. described as follows: Begin at a point 621 feet West and 75 feet North of the SW corner of the SE/4 SE/4; thence S.89°07'52" W. along the highway ROW 250 feet; thence North 348.48 feet; thence N. 89°07'52" E. 250 feet; thence South 348.48 feet more or less to POB.

ADDRESS: 13652 S. HWY 20 Claremore, OK 74019

Larry Curtis, Planning Commission Director, presented this item and stated that the Planning Commission approved it 6-0. Chairman DeLozier opened the public hearing at 9:24 a.m. There were no public comments. Chairman DeLozier closed the public hearing at 9:25 a.m. DeLozier

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

*** NOTE*** The correct physical address is 13625 E. Hwy 20, Claremore, OK 74019. The legal description is accurate. The resolution number is 2014-122 ***NOTE***The County Clerk's office had been given the erroneous address.

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:

1. 82T-200 District #2 M&O to 83T-200 District #3 M&O \$53.25 – (Clerk) – Thacker made a motion to approve. Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
2. 17-110 Assessor Salaries \$63,415.33 to
 - a. 16-110d Assessor Salaries \$48,121.78
 - b. 20-200 General Government (Benefits) \$6,038.13
 - c. 20-201 General Government (Deferred Savings) \$700.00
 - d. 24G-200 General Government (General Retirement) \$4,145.32
 - e. 24A-200 General Government (General Hospital Insurance) \$4,369.30
 - f. 24C-200 General Government (General Life Insurance) \$40.80Helm made a motion to approve. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
3. 83ST-200 District #3 1-Cent Sales Tax M&O to 83ST-348 District #3 1-Cent Lease Equipment \$20,500.00 – (District #3) – Thacker made a motion to approve. Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 14: UTILITY PERMITS:

1. Chelsea Gas Authority - To - Bore - Cross County Highway or Local Road South 4230 Rd. approximately 0.18 miles North of East 390 Rd. and further described as: 950' feet North of the Southeast Corner of Section 23, Township 23N, Range 17E, Rogers County – District 1
2. Chelsea Gas Authority -To -Bore - Cross County Highway or Local Road East 310 Rd. approximately 0.006 miles west of South 4240 Rd. and further described as: 30 feet' West of the Northeast Corner of Section 14, Township 24N, Range 17E, Rogers County – District 1
3. Chelsea Gas Authority -To - Bore - Cross County Highway or Local Road South 4150 Rd. approximately 0.27 miles North of East 420 Rd. and further described as: 1435' feet North of the Southwest Corner of Section 4, Township 22N, Range 16E, Rogers County – District 1
4. Oklahoma Natural Gas Company - To - Bore - Cross County Highway or Local Road Boysen Dr. approximately 4.06 miles west & 0.20 miles south of SH 88/20 & SH 66 Jct. and further described as: 950' feet North & 515' feet West of the Southeast Corner of Section 10, Township 21N, Range 15E, Rogers County– District 2

Larry Curtis, Planning Commission Director, stated that all were true and accurate. DeLozier made a motion to approve Items 14:1-4. Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 15: CLAIMS:

1. Salaries – February 2014 – Thacker made a motion to approve salaries. Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
2. Attendant Care – January 2014 - State of Oklahoma, Office of Juvenile Affairs \$945.12. – Helm made a motion to approve. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 16: BLANKET PURCHASE ORDERS:

1. Material, Supplies, Parts, Groceries & Prescriptions –
 - Treasurer to TM Consulting Inc. for \$1,500.00
 - Sheriff to O'Reilly Automotive Stores for \$250.00
 - Sheriff to ComData MasterCard for \$10,000.00
 - Sheriff to Speedy Lube for \$250.00
 - Jail to Correctional Dental Services for \$2,000.00
 - Jail to Froman Oil Company for \$1,000.00
 - Jail to Westwood Pharmacy for \$6,000.00
 - Jail to Medical Compliance Specialty, Inc. for \$400.00
 - Jail to St. Francis Outreach Services, LLC for \$1,200.00
 - Jail to PHS Mobile X-Ray for \$600.00
 - Jail to Sysco Foods for \$3,800.00
 - Jail to Performance Food Group for \$4,800.00
 - Jail to U.S. Foods for \$1,800.00
 - Jail to Bimbo Bakeries for \$1,365.00

- Jail to Warehouse Market for \$253.00
- Jail to Farmers Bros Coffee for \$232.00
- District #3 to Diamond P Lawn & Garden for \$150.00

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

2. Orders Exceeding Amount of Issuance - None presented.

ITEM 17: GRANTS: None presented.

ITEM 18: PAYMENT REQUISITION – CONSTRUCTION FUND – RCB BANK, TRUSTEE: None presented.

ITEM 19: AGENDA ITEMS:

1. Update by BKL, Inc., and Flintco regarding Courthouse Plaza Project – Steve Rumsey, Flintco, reported they were working on the subgrade and then the rock. Weather permitting they should have the footing and storm sewer completed by the end of the week. Kim Reeve with BKL, Inc. reported that he was searching for the donor bricks that will have the names engraved into them and will be placed in the Courthouse plaza.
2. Update regarding E-911 Trust Authority (Thacker) – Chairman DeLozier reported there has been no meeting. Meetings are held 1st Thursday each month.
3. Discussion and possible action regarding the approval of Independent Contractor Agreement with Certified Laboratories for cooling tower and building water loops (Baze) – DeLozier made a motion to approve. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried. County Clerk Robin Anderson interjected that the D.A.'s office was still reviewing and requested to table one week. DeLozier rescinded his motion and Thacker rescinded his seconded. DeLozier made a motion to approve based upon the A.D.A., David Iski, review and approval. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
4. Discussion and possible action regarding the approval of contract with Preferred Business Systems for a Sharp MX-2615N printer (Epperson)- Shelly Epperson, 911 Addressing, presented this item. She stated that the current printer will not do 11X17 size sheets and the new printer will. DeLozier asked if there were enough funds available in her account to cover the printer and Epperson replied there were. DeLozier made a motion to approve. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
5. Discussion and possible action regarding Resolution for Disposing of Equipment -County Clerk to be junked – (Clerk)-
 - a. Panasonic Memory Writer Typewrite Ser.# F201.18
 - b. Nakajima Typewriter Ser.# F201.23
 - c. Numbering Machine Ser.# F229.3
 - d. Electric Perfect Seal Ser.# F234.2

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

6. Discussion and possible action regarding – setting cost amount for key cards for Rogers County Bar Association – (DeLozier) – Judge Condren and Ms. Kerns with the Rogers County Bar Association were present. Ms. Kerns stated they needed to know what the cost would be for each access card. Chairman DeLozier asked Jenny Bentley, HR, and Jon Sappington, Undersheriff, if they had established what the cost would be. Ms. Bentley stated she had no idea what the cost of the cards are because they received 2 boxes when they order the machine and haven't had to reorder any. Undersheriff Sappington further stated that the only cost he knows of at this time is for the toner and that once the photos are placed on the cards, the cards would not be able to be reused. DeLozier stated they want the photos on the cards. Thacker questioned Ms. Bentley and Undersheriff Sappington if there would or would not be administration cost, card cost, and ink cost and they both replied yes. Helm stated that they need to figure out the cost before setting the fee for the cards. Major Coy Jenkins with the Sheriff's office stated that they would take everyone's photo and place them on the cards, then forward the cards to Jenny Bentley to set the access restrictions on the cards. DeLozier made a motion to set the fee at \$20.00 per card with the same fee of \$20.00 for lost or replacement cards with the fee being divided as \$10.00 to Sheriff Department and \$10.00 to Key Access Card. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

NOTE At this point, returned to Item 6 ***

7. Reimbursement and Resolution #2014-3 to deposit funds of \$156.19 from Sheriff into District #1 81 ST-200 – DeLozier made a motion to approve. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
8. Reimbursement and Resolution #2014-119 to deposit funds of \$8,787.78 from Welch State Bank into Sheriff Capital Outlay 04-400 –
9. Reimbursement and Resolution #2014-200 to deposit funds of \$50.00 from Restitution for A. Ball CF-2010-554 into District #1 Cemetery Restitution Fund 91-210 – ***NOTE *** the correct Resolution number is 2014-120 ***
10. Reimbursement and Resolution #2014-201 to deposit funds of \$47,500.00 from Ottawa County into District #3 83 ST-110 – ***NOTE *** The correct Resolution number is 2014-121 ***
11. Reimbursement and Resolution #2014-9 to deposit funds of \$41,250.64 from Court Fund into Court Fund Salaries 15-112 \$40,900.64 and into General Government Deferred Savings 20-201 \$350.00–

Helm made a motion to approve Items 19:8-11. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

12. Discussion and possible action to enter Executive Session pursuant to Okla. Stat. Ann. tit. 25, § 307 (B) (1) for the purpose of: Discussing the employment, terms of employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee: to-wit Shelly Epperson, 911 Addressing (Helm) - Helm made a motion to enter into Executive Session at 9:44 a.m. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
13. Motion and vote to Adjourn Executive Session and enter Regular Session – (DeLozier) - Helm made a motion to adjourn Executive Session and re-enter Regular Session at 10:09. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.
14. Discussion and possible action regarding Executive Session item: to-wit Shelly Epperson, 911 Addressing – (DeLozier) – DeLozier stated there was no action taken at this time.

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
h.) Burn ban is working for the county. n.) Jon Sappington reported they had arrested 4 individuals last night and all had drugs.

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 Wilkens with the Claremore Progress had some questions for the Board. She asked if attorneys will be subject to a background check before being issued an access card. Chairman DeLozier let Major Coy Jenkins with the Sheriff's office answer the question. Major Coy Jenkins stated Judge Condren advised them that attorneys are officers of the court and have already submitted proper documentation. They (Judges and Sheriff Department) are all in agreement that if they are not an attorney, then a background check would have to be performed prior to key access being granted. He will speak with Jenny Bentley in HR regarding background checks. Salesha asked next if the Board would consider key card access for the media. Chairman DeLozier stated it was not on the agenda and therefore cannot be discussed. Salesha then asked if they would be revisiting to allow the Claremore Police Department key card access. Again, Chairman DeLozier stated it was not on the agenda and therefore cannot be discussed. Salesha had another question regarding the disposal of equipment from the County Clerk's office, if whether it was from the old courthouse or what exactly it was used for. Robin Anderson, County Clerk stated that her inventory clerk was not present to give the answer to that question. Salesha's final question was for Commissioner Thacker as to what the reimbursement from Ottawa County was for. Commissioner Thacker replied that it was for the sale of a John Deere backhoe approved from February 3, 2014 meeting.

ITEM 23: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:
(Materials, Supplies, Parts, Groceries & Prescriptions) - Helm made a motion to approve all Purchase Orders with the exception of Purchase Order #4879 to not be paid at this time and for the Chairman to send a letter to David Iski, A.D.A., addressing if there is nepotism regarding the hiring of Reserve Deputy Joe Walton. Thacker seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

ITEM 24: RECESS OR ADJOURNMENT: DeLozier made a motion to adjourn at 10:58 A.M. Helm seconded the motion. Roll call: DeLozier-aye, Helm-aye, Thacker-aye. Motion carried.

BOARD OF COUNTY COMMISSIONERS
ROGERS COUNTY, OKLAHOMA

(SEAL) By: _____
Robin Anderson, Rogers County Clerk

Notice of said meeting was filed in the Office of the County Clerk on Thursday, February 20, 2014, at 4:53 p.m. and posted on the Front Door Entrance to the Courthouse and on the county website.