

**NOTICE OF REGULAR MEETING**

**BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA**

**PLACE:** Rogers County Courthouse, Commissioners' Meeting Room,  
200 South Lynn Riggs Boulevard, Claremore, OK

**DATE & TIME:** Monday, August 25, 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 9:00a.m.
- ITEM 2:** **ROLL CALL TO ESTABLISH QUORUM:**  
Determine that Notice of Meeting and Agenda was properly posted in accordance With the Oklahoma Open Meeting Act. Chairman Dan DeLozier, Commissioner Mike Helm, and Commissioner 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 salute and the Pledge of Allegiance to the American flag.
- ITEM 4:** **INVOCATION:** Commissioner Thacker said a prayer.
- ITEM 5:** **APPROVE/DISAPPROVE MINUTES:** August 18th, 2014 – Commissioner Helm made a motion to approve minutes as presented with Commissioner Thacker seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – 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 of the agenda - None presented.
- ITEM 7:** **ANNOUNCEMENTS:** Commissioner Helm gave a public thank you to Courthouse Security Deputy Donnie Taylor. Christine Day, Commissioners' Administrative Assistant, had an incident in her office the past week. Deputy Taylor was quick to respond and took care of the incident. Commissioner Helm added he was appreciative of Deputy Taylor. Chairman DeLozier and Commissioner Thacker also added their thanks to Deputy Taylor for his actions.
- ITEM 8:** **UNFINISHED BUSINESS:**  
1. Discussion and possible action to hire four (4) additional staff members for dispatch – (Hamilton) \*\*\*\*\*NOTE - This item was tabled from August 18th, 2014 meeting\*\*\*\*\* Janet Hamilton reiterated her request for four (4) additional employees. Chairman DeLozier reported there were carry-over funds from 13-14 fiscal year to help off-set the costs. Also, with three (3) additional agencies coming on board to dispatch on September 1, 2014, Chairman DeLozier felt this was feasible. Commissioner Thacker made a motion to approve with Commissioner Helm seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.  
2. Open and Award Bids for Sheriff's Office as follow: - (Clerk)  
    > Bid #645 – Military Grade Laptop Computers \*\*\*\*\*NOTE - This item was tabled from August 18th, 2014 meeting\*\*\*\*\* - Undersheriff Jon Sappington said the Sheriff's Department recommendation was XV Technologies, the lowest bid - \$34,230.00 plus shipping of \$312.00. Commissioner Helm asked if funds were available in his budget. Mr. Sappington said yes or they would use a fee account. Chairman DeLozier made a motion to approve XV Technologies with Commissioner Thacker seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
- ITEM 9:** **ZONING:** - None presented.
- ITEM 10:** **PLATS:** - None presented.
- ITEM 11:** **ROADS & BRIDGES:**  
1. Annual Memorandum of Agreement (MOA) with Cherokee Nation to work with the County on road improvement projects, including Indian Reservation Roads (IRR) projects – (DeLozier) – Chairman DeLozier made a motion to approve the MOA with Commissioner Thacker seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – 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:** - None presented.
- ITEM 15:** **CLAIMS:**  
1. Salaries – August 2014 – Chairman DeLozier made a motion to approve with Commissioner Thacker seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.  
2. Attendant Care – None presented.

**ITEM 16: BLANKET PURCHASE ORDERS:**

1. Material, Supplies, Parts, Groceries & Prescriptions –
  - Planning Commission to District #3 - \$747.40
  - Planning Commission to Froman Oil Co - \$350.00
  - Rogers County District #3 – Walmart \$100.00
  - Rogers County District #3 – Ameriflex Hose - \$500.00
  - Sheriff Jail to Froman Oil Co - \$1000.00
  - Sheriff Jail to Correctional Dental - \$2000.00
  - Sheriff Jail to Medical Compliance Specialty - \$400.00
  - Sheriff Jail to PHS Mobile X-Ray - \$600.00
  - Sheriff Jail to St. Francis Health Systems - \$1200.00
  - Sheriff Jail to Westwood Pharmacy - \$5000.00
  - Sheriff Jail to Farmers Bros Coffee - \$125.00
  - Sheriff Jail to Warehouse Market - \$213.00
  - Sheriff Jail to Sysco Foods - \$3900.00
  - Sheriff Jail to Performance Food Group - \$5000.00
  - Sheriff Jail to U. S. Foods - \$1600.00
  - Sheriff Jail to Bimbo Bakeries - \$1412.00
  - Sheriff Department to Finish Line Fuel - \$1000.00
  - Sheriff Department to Speedy Lube - \$500.00
  - Sheriff Department to O'Reilly Automotive - \$250.00
  - Sheriff Department to Finish Line Fuel - \$19,700.00
  - Sheriff Department to Speedy Lube - \$1000.00

Commissioner Thacker made a motion to approve with Commissioner Helm seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – 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 environmental review comment letters regarding new CDBG Project – 15962 CDBG 14 (RWD #3) – (Armstrong) – Andy Armstrong stated this was the Tacora Plant waste management and recommend the Board approve. Chairman DeLozier made a motion to approve with Commissioner Helm seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – 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 Plaza Project – Chairman DeLozier was very pleased to announce the parking lot is completed and was open for parking. Also, there are more parking spaces available – Discussion only. No action taken.
2. Update regarding E-911 Trust Authority – (Thacker) Janet Hamilton, 911 Director stated all outstanding invoices are paid to date. Also three (3) new agencies will be coming on board September 1, 2014. – Discussion only. No action taken.
3. Formation of a Rogers County Government Committee to review and discuss county administrative policies and procedures – (DeLozier) Chairman DeLozier asked for 100% from all county offices and departments. He said past meetings have proved successful but need to have all offices and departments participate to be effective. Chairman DeLozier made motion to approve with Commissioner Thacker seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
4. Presentation of County Departments' Disaster Recovery Plans – (DeLozier) – Brett Williston, IT Director, said every department has a Disaster Recovery Plan in place as per the State Auditors. He also stated these were backed up properly and stored in several geographical locations. Commissioner Thacker questioned if this was a statutory requirement. ADA Iski said he would check if there were any statutory requirements. He felt this was basically a good plan. Chairman DeLozier told Mr. Williston he had done a good job. Also keeping the plan updated would be an ongoing project. Discussion only. No action taken.
5. Resolution #2015-41 and Reimbursement to One Cent Sales Tax Fund Account, District #2, fuel reimbursement – deposit \$551.80 from Town of Talala – (Commissioners) See item #6
6. Resolution #2015-42 and Reimbursement to One Cent Sales Tax Fund Account, District #2, fuel reimbursement – deposit \$933.25 from R W D #4 – (Commissioners) Commissioner Helm made a motion to approve Item #5 and #6 as presented with Commissioner Thacker seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
7. Resolution #2015-43 and Reimbursement to One Cent Sales Tax Fund Account, District #3, fuel reimbursement – deposit \$431.03 from Rogers County Planning Commission – (Commissioners) - Commissioner Thacker made a motion to approve as presented with Commissioner Helm seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
8. Resolution #2015-44 and Reimbursement to General Fund Account, deferred savings reimbursement – deposit \$100.00 from Elizabeth Weir – (Commissioners) - ) Commissioner Thacker made a motion to approve as presented with Commissioner Helm seconding the motion. Roll call: DeLozier – aye, Helm – aye, Thacker – aye. Motion