

## NOTICE OF REGULAR MEETING

### ROGERS COUNTY CRIMINAL JUSTICE AUTHORITY

**PLACE:** Public Meeting Room, 2<sup>nd</sup> Floor, Rogers County Courthouse  
200 South Lynn Riggs Blvd., Claremore, Oklahoma

**DATE & TIME:** Thursday, September 4, 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:** Commissioner Kirt Thacker called the meeting to order @ 9:02a.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 – Commissioner Kirt Thacker, Mayor Jerry Holland, Mayor Daryl Price, Mayor Harold (Red) Statum, and Mayor Bill Flanagan were present and Quorum was established and determined that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act. **NOTE\*\*** Mayor Cheryl Charles, Chairman Dan DeLozier and Commissioner Mike Helm were not present. Guests were Undersheriff Jon Sappington, Amanda McLemore, Chief Deputy Shane Rhames, and Major Bob Darby.

**ITEM 3: ELECTION OF VICE-CHAIRMAN:** Vice-Chairman Mayor Holland made a motion to appoint Mayor Statum with Mayor Flanagan seconding the motion. Roll call: Thacker – aye, Holland – aye, Price – aye, Statum – aye, Flanagan – aye. Motion carried.

**ITEM 4: APPROVAL/DISAPPROVAL OF THE MINUTES:** June 5, 2014 Regular Meeting and June 9, 2014 Special Meeting- Vice-Chairman Mayor Statum made a motion to approve to approve the minutes as presented with Mayor Holland seconding the motion. Roll call: Thacker – aye, Holland – aye, Price – aye, Statum – aye, Flanagan – aye. Motion carried.

**ITEM 5: UNFINISHED BUSINESS:** None presented.

**NOTE: Commissioner Mike Helm arrived @ 9:04 a.m.**

**ITEM 6: FINANCIAL STATUS UPDATE:** County Clerk Robin Anderson reported the balance is \$605,985.30. Discussion only. No action taken.

**ITEM 7: DISCUSSION/POSSIBLE ACTION ON CASH FUND ESTIMATE OF NEEDS AND REQUESTS FOR APPROPRIATIONS:**

1.Total amount being requested on the June 2014 Cash Fund Estimate of Needs and Request for Appropriations - \$378,161.83

- Sales Tax - \$211,431.83
- Interest on General Bank Account - \$844.90
- Interest on Deposit Bank Account - \$12.47
- Jail Bond Fees - \$85,196.63
- Doc Reimburse - \$80,676.00

2.Total amount being requested on the July 2014 Cash Fund Estimate of Needs and Request for Appropriations - \$228,701.97

- Sales Tax - \$201,771.71
- Interest on General Bank Account - \$298.87
- Jail Bond Fees \$3,465.39
- Doc Reimburse \$23,166.00

Mayor Flanagan was concerned about the difference in the two months and that an average of \$216,000.00 monthly was needed. Discussion was held regarding DOC inmates. Major Darby stated he was looking at generating revenue by installing a pepsi machine and perhaps selling e-cigarettes and skoal. ODOT had also discussed with them about needing work crews.

**ITEM 8: DISCUSSION/POSSIBLE ACTION ON SHERIFF'S REPORT OF THE JAIL AND UPDATE:** Undersheriff Jon Sappington informed the Authority that the current video system in the jail needs repairing and or replaced. 32 cameras need replacing and 18

cameras are out completely. The current video storage is two (2) weeks which is inadequate. Jon stated he has contracted with a company from Pryor, OK which meets the G.A.S. contract and will update the system for \$35,000.00. This is budgeted money and will be spent from M & O. Mayor Flanagan questioned if the storage time was statutory. Jon said it was at the discretion of each Sheriff. Commissioner Helm asked why the money was being spent from M & O and not Capital Outlay. Jon replied that time was a factor and the funds were currently available in M & O. They also reported there was an inmate that tried to commit suicide. He also introduced Bob Darby, who is retired from Tulsa County. Discussion only. No action taken.

**ITEM 9: DISCUSSION WITH POSSIBLE ACTION ON TRANSFER OF APPROPRIATIONS:** None presented.

**ITEM 10: DISCUSSION ON POSSIBLE ACTION ON JUDGES' REPORTS:** None presented.

**ITEM 11: DISCUSSION WITH POSSIBLE ACTION ON RATIFICATION OF PURCHASE ORDERS:** Mayor Price made a motion to ratify purchase orders with Mayor Holland seconding the motion. Roll call: Thacker – aye, Helm – aye, Holland – aye, Price – aye, Statum – aye, Flanagan – aye. Motion carried.

**ITEM 12: AGENDA ITEMS:**

1. Update from Legal Counsel James Orbison with law firm of Riggs, Abney, Neal, Turpen, Orbison, & Lewis – Attorney James Orbison had no report at this time.
2. Update from Certified Public Accountant Bill Turner – CPA Bill Turner was not present.
3. Letter from Oklahoma State Bureau of Investigation to Sheriff Walton regarding Livescan – Undersheriff Jon Sappington reported that OSBI had replaced the hard-drive on the computer and replaced the printer through a grant. However, they were transferring maintenance to the Sheriff's Jail for future issues. Thacker asked if he had any idea on the cost of maintenance. Sappington replied it would be \$10,000 to \$15,000. Discussion only.
4. Reimbursement to General fund 20-200 for invoice #15424 from Burrows Agency for insurance renewal for fiscal year 2014-15 – The Board of County Commissioners had approved and paid invoice in the amount of \$75,423.00. Mayor Flanagan made a motion to reimburse General fund with Mayor Holland seconding the motion. Roll call: Thacker – aye, Helm – aye, Holland – aye, Price – aye, Statum – aye, Flanagan – aye. Motion carried.
5. Invoice from Violet Kirkendall CPA PC for preparation of 2012/13 Audited Financial Statements \$3,100.00 – Mayor Flanagan made a motion to approve invoice as presented with Mayor Holland seconding the motion. Roll call: Thacker – aye, Helm – aye, Holland – aye, Price – aye, Statum – aye, Flanagan – aye. Motion carried.  
**NOTE\*\*** Mayor Flanagan asked to revisit Item #5. Mayor Flanagan felt this should not be paid until the audit was presented to the Authority. Mayor Flanagan rescinded his motion and Mayor Holland rescinded his second. Roll call: Thacker – aye, Helm – aye, Holland – aye, Price – aye, Statum – aye, Flanagan – aye. Motion carried to rescind. Mayor Flanagan made a motion to table 2012-13 Audited Financial Statements to the October meeting with Mayor Holland seconding the motion. Roll call: Thacker – aye, Helm – aye, Holland – aye, Price – aye, Statum – aye, Flanagan – aye. Motion carried to table. **\*\*\*NOTE\*\*\***Ms. Kirkendall was not present.
6. Management Representation Letter from Violet Kirkendall CPA PC – Acknowledgement only.
7. Invoice #542079 from Riggs, Abney, Neal, Turpen, Orbison & Lewis for professional services for June 2014 \$435.03 – Commissioner Helm made a motion to approve invoice as presented with Mayor Holland seconding the motion. Roll call: Thacker – aye, Helm – aye, Holland – aye, Price – aye, Statum – aye, Flanagan – aye. Motion carried.
8. Attendance by Trustees at meetings of the Authority - Attorney Jim Orbison informed the Authority Trustees present the importance and necessity of their presence at all meetings. He said it was their responsibility and a serious matter to be present. It is not good when a quorum is not available for a posted meeting. Vice-Chairman Mayor Statum questioned whether a representative could come in place of the Mayor and Attorney Orbison said no. Mayor Holland felt a letter would best explain this to members not present. Attorney Orbison said at this time he would prefer to visit with the members of the Authority. Discussion only. No action taken.  
**\*\*\*NOTE\*\*\***Mayor Flanagan asked to go back to Item 5.

**ITEM 13: 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 – McLemore asked Orbison if she could discuss an incident that had came up the day before. It was regarding the grease trap that needed repaired. They called Mullin Plumbing.

**ITEM 14: RECESS OR ADJOURNMENT:** Mayor Holland made a motion to adjourn with Vice-Chairman Mayor Statum seconding the motion. Roll call: Thacker – aye, Helm – aye, Holland aye, Price – aye, Statum – aye, Flanagan – aye. Motion carried. Meeting adjourned @ 9:45a.m.

ROGERS COUNTY CRIMINAL JUSTICE AUTHORITY

BY \_\_\_\_\_  
Robin Anderson, Secretary

(SEAL)

*Notice of said meeting was filed in the Office of the County Clerk on Tuesday, September 2, 2014 at 4:28 p.m. and posted on the front entrance to the Courthouse and on the county website.*