

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, December 1, 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 Dan DeLozier called the meeting to order at 9:01 A.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 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. Commissioner Mike Helm arrived at 9:03 A.M.
- ITEM 3:** **PLEDGE OF ALLEGIANCE:** DeLozier led a flag salute and the Pledge of Allegiance to the American Flag.
- ITEM 4:** **INVOCATION:** Thacker led a prayer.
- ITEM 5:** **APPROVE/DISAPPROVE MINUTES:** November 24, 2014 – Thacker made a motion to approve the minutes and Helm seconded. 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:** None presented.
- ITEM 8:** **UNFINISHED BUSINESS:**
1. Agreement for E-911 and Dispatch Services by and between Rogers County Board of County Commissioners on behalf of the Rogers County 911 Dispatch Center and Rogers State University (Hamilton) – *****NOTE*****This was tabled from November 10, 2014 and November 24, 2014. On the November 24, 2014 agenda, the item was listed as Tri-District Fire and should have read Rogers State University, as it has been corrected. Janet Hamilton stated they needed the board to approve the language of the contract. Helm made a motion to approve with a second from Thacker. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
 2. ONG –To – bore - cross County Highway or Local Road S. 4130 Rd approximately .52 miles east & .46 miles north of Hwy 44 & Hwy 266 and further described as: 1,041 feet south of the northwest corner of Section 6 Township 20N Range 16E Rogers County. District 3 *****NOTE***** This was tabled from November 24, 2014 and was listed as 1,207 feet and should have read 1,041 feet, as it has been corrected. Thacker made a motion to approve with a second from Helm. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
- ITEM 9:** **ZONING:** None presented.
- 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:**
1. RWD #3 Rogers County To – bore -cross County Highway or Local Road EW 410 approximately 0.31 miles east of NS 4230 & EW 410 Junction and further described as: 1,635 feet east of the southwest corner of Section 35 Township 23N Range 17E Rogers County. District 1 - DeLozier made a motion to approve with a second from Thacker. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
- ITEM 15:** **CLAIMS:**

1. Salaries: None presented.
2. Attendant Care: None presented.

ITEM 16: BLANKET PURCHASE ORDERS:

1. Material, Supplies, Parts, Groceries & Prescriptions – None presented.
2. Orders Exceeding Amount of Issuance – None presented.

ITEM 17: GRANTS:

1. Rural Economic Action Plan (REAP) Contract #058-SCHWW -2015 between Grand Gateway Economic Development Association and Contractor Justus-Tiawah School \$25,000.00 – DeLozier made a motion to approve and Thacker seconded. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.

ITEM 18: PAYMENT REQUISITION – CONSTRUCTION FUND – BOK Financial, TRUSTEE:

1. Flintco, LLC App No. 5 for Rogers County Courthouse Plaza Retainage Funds \$39,767.46 – Helm made a motion to approve with a second from Thacker. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
2. Powerphone for E-911 – Hamilton stated this is the final invoice from Powerphone for the original purchase of the software product. DeLozier made a motion to approve with Thacker seconding. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.

ITEM 19: AGENDA ITEMS:

1. Update regarding E-911 Trust Authority (Thacker)- Hamilton said she met with Inola last week about coming to dispatch center. If they come, they will be bringing three agencies: two fire departments and one law enforcement agency. She is also meeting with Northwest Fire District this week to go over their Standard Operating Procedures and she has a Trust Board meeting on Thursday at 10:00 A.M.
2. Discussion and possible action regarding the Federal Building through GSA; to allow BOCC to work with GSA (Helm) – Helm stated there is a building in Claremore that is available for governmental entities to work with GSA to get possession of the building. Helm spoke with Planning Commission Director Larry Curtis and Executive Administrative Assistant Christine Day to work with him on this as well as speaking to Assistant Attorney General Charles Rogers. Before they can go any further, it needs to go before the board for approval. There are 4 different categories to work with and they have chosen Education. Curtis has a degree from Tulsa University and Oklahoma University and can plan and work with the GSA. With how the packet could be written, they have potential to receive a 100% discount on the building. Thacker asked what the building would be used for and Helm replied they would have to decide how to use the building. DeLozier stated he would like for the other two commissioners to know what is going on since they are a part of it, too. Thacker stated he knew they were looking into it and Helm said they had email correspondence and didn't want to violate the Open Meetings law. DeLozier stated he wasn't saying the three commissioners should talk but he wanted Curtis and Day to keep him informed. Helm said it was simply a project that was sent out on email and he couldn't go to DeLozier and talk about it, so this was the only venue where he could discuss it with DeLozier. Thacker asked what other entities were involved and DeLozier stated Curtis had told him the mayor was looking at it. DeLozier said he was not opposed to this if it was something the county could use but wants to be kept informed. Day then stated every email that she received was forwarded to DeLozier and DeLozier said he found no emails. Helm said the Attorney General did not cc DeLozier and he (Helm) had to go through the proper channels and could not get the information directly to DeLozier. DeLozier replied that Helm did nothing wrong but there were other people that could have told him about it. Rogers agreed with Helm that he could not communicate with the other two commissioners on county business unless it's in the meeting and on the agenda. Helm stated he needed permission to go forward and put together a packet that needs to go to GSA so they can be considered for the building. DeLozier made a motion to go out for the building pending everybody has an understanding of what's going on. Chief Shane Rhames said the Sheriff's office has already started the application process prior to this and had spoken to Curtis about it. Curtis agreed that he knew they were interested in the building. Rogers stated as a matter of legality to the Sheriff that only the Board of County Commissioners can hold a property and the Sheriff's office needs to make an effort to inform the Board of all applications. DeLozier said everybody needs to get together on this and do it as one bunch instead of trying to do it separately. DeLozier repeated the motion to go out for the building pending all commissioners know what's happening. Thacker wanted to clarify that he thought that was reason for putting it on the agenda and he seconded the motion. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
3. Letter of resignation from Administrative Captain Jerry Smittle from the E911 Board of Directors – DeLozier made a motion to approve with a second from Thacker. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.
4. Letter of recommendation from Sheriff Scott Walton for Undersheriff Jon Sappington to be appointed to the Rogers County 911 Trust Board in place of Jerry Smittle – DeLozier made a motion to approve and Thacker seconded. Roll Call: DeLozier – aye, Helm – nay, Thacker – aye. Motion carried.
5. Review additional 3 and 6 month bids to be let (Helm) – Helm stated Bid #25 – Geotextile failed to get on the six month bid list and it needed to be looked at and sent out for bid. Helm made a motion to approve and Thacker seconded. Roll Call: DeLozier – aye, Helm – aye,

Thacker – 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 – E-911 has been actively involved in working with wireless providers for texts to 911 and will be an ongoing process. b.) Assessor – c.) Building Operations/Maintenance – DeLozier asked about the trouble we've had lately with the elevators and Maintenance Director, Ryan Baze, stated they are high maintenance items and the front two elevators have the most issues but they are also heavily travelled. They have maintenance contracts and the last issue was with a power bump. d.) County Clerk e.) Court Clerk – f.) District Attorney – g.) Election Board h.) Emergency Management – Scotty Stokes stated Ed Calainese from the National Weather Service in Tulsa came last Wednesday and talked about their Storm Ready Program. We lost the Storm Readiness certification a few years ago and are in the process of getting that back. Stokes sent all commissioners a copy of the new EOP by email. One covers transportation issues and the other covers public works. He needs a coordinator for each of the fifteen sections and needs everything reviewed by commissioners before they go to final approval stage. i.) Human Resources – j.) Information Technology k.) Inspections/Planning Commission – Curtis stated they have a Planning Commission meeting tomorrow with two agenda items and there will be no Board of Adjustment meeting this month l.) Judicial – m.) OSU Extension – n.) Sheriff o.) Treasurer

ITEM 21: ACKNOWLEDGEMENT 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 –

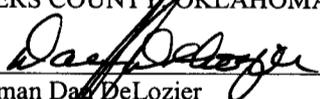
- Salesha Wilken wanted clarification from Helm on what the building would be used for and Helm stated it was just to be able to use the building. There are different categories and he chose education.
- Linda Batty asked the Board if next week they could bring a list of the categories the building could be used for and Curtis stated he could inform her after the meeting. Helm said the minutes would reflect the Attorney General's letter also.
- Linda Batty asked what the REAP grant for Justus-Tiawah was for and DeLozier stated it was for finishing up projects on the North campus.

ITEM 23: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:

(Materials, Supplies, Parts, Groceries & Prescriptions) – Helm made a motion to approve and Thacker seconded. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.

ITEM 24: RECESS OR ADJOURNMENT: Helm made a motion to adjourn with a second from Thacker. Roll Call: DeLozier – aye, Helm – aye, Thacker – aye. Motion carried.

BOARD OF COUNTY COMMISSIONERS
ROGERS COUNTY, OKLAHOMA

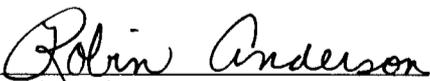

Chairman Dan DeLozier


Commissioner Mike Helm


Commissioner Kirt Thacker



(SEAL)

By: 
Robin Anderson, Rogers County Clerk

Notice of said meeting was filed in the Office of the County Clerk on Tuesday, November 25, 2014, at 4:47 p.m., and posted on the front door entrance to the courthouse and on the county website.

Fiscal Year:
2014-2015

Purchase Orders by Account

Approved
From: 12/1/2014
To: 12/1/2014

<u>PO No.</u>	<u>Warrant No.</u>	<u>Vendor Name</u>	<u>Purpose</u>	<u>Amount</u>	<u>Cancelled</u>
001-General					
04-130					
1926	1847	OSU-CTP	Training	\$35.00	
				Total:	\$35.00
04-200					
4149	1864	Oklahoma Police Supply	Uniforms	\$124.89	
				Total:	\$124.89
04-250					
4088	1856	Mikes Tires	Tires	\$298.44	
4112	1860	Chubs Battery & Tire	Batteries/Battery Assesories	\$18.00	
4217	1868	Mikes Tires	Tires	\$65.00	
4218	1869	Mikes Tires	Tires	\$90.50	
4219	1870	Mikes Tires	Tires	\$290.00	
				Total:	\$761.94
09-130					
3560	1852	Donna Patterson	Travel	\$230.16	
				Total:	\$230.16
09-200					
4145	1862	Radio Shack, N.E.O. Electronics	Computer/Hardware/Supplies	\$9.99	
				Total:	\$9.99
10-200					
4146	1863	Office Everything	Office Supplies	\$483.96	
				Total:	\$483.96
17-200					
3903	1855	Stillwater Milling Company	Wheel(s)	\$79.90	
				Total:	\$79.90
20-200					
3571	1853	Liberty Flag	Flags	\$1,081.00	
4105	1858	Claremore Daily Progress	Newsletter	\$48.75	
4106	1859	Claremore Daily Progress	Newsletter	\$39.15	
				Total:	\$1,168.90
20M-200					
1471	1846	Cintas Corporation 063	Uniform Rental	\$79.73	
2382	1848	Engineered Equipment Inc	Supplies	\$438.64	
4201	1866	Lowe's Home Center	Shop Supplies	\$39.83	
4202	1867	Certified Laboratories	Water Purifier/Treatment	\$375.00	
				Total:	\$933.20
22-200					
3797	1854	Julie Dermody	Reimbursement	\$159.60	
				Total:	\$159.60
23-200					
4094	1857	Imperial Inc	Coffee Supplies	\$39.90	
				Total:	\$39.90
40-200					
2741	1849	Northeast Technology Center	Training	\$110.00	
				Total:	\$110.00
44-200					
4138	1861	Office Everything	Office Supplies	\$216.14	
4174	1865	DotCom Leasing LLC	Lease Payment(s)	\$177.26	
				Total:	\$393.40
81-130					
3085	1850	ACCO	Registration	\$95.00	
				Total:	\$95.00
82-130					
3154	1851	ACCO	Conference	\$95.00	
				Total:	\$95.00
004-1 Cent Sales Tax					
82ST-200					
3122	739	OReillys Automotive Stores Inc.	Parts/Supplies	\$791.57	
3736	741	Bruckner Truck Sales (Tulsa)	Parts/Supplies	\$566.23	
4166	744	Yellowhouse Machinery Co	Parts/Supplies	\$600.00	
4167	745	Guy Engineering Service	Contract	\$1,184.89	
4213	746	Bruckner Truck Sales (Tulsa)	Shop Supplies	\$740.94	
				Total:	\$3,883.63
83ST-200					
3422	740	APAC-Central Inc	Crusher Run	\$2,299.92	
3756	742	R&S Auto Parts Claremore	Parts/Supplies	\$470.76	
4082	743	Ergon Asphalt & Emulsions	Oil	\$235.65	
				Total:	\$3,006.33

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008-Cobra					
88C-200					
4141	36	Jacqueline Taylor	Reimbursement	\$250.00	
4142	37	Charles Aubrey	Reimbursement	\$250.00	
4143	38	DecAnn Cramer	Reimbursement	\$250.00	
				Total:	\$750.00
012-Rogers County Educational Facilities Authority					
89EFA-200					
3559	6	Retail Attractions LLC	Economic Development Consulti	\$3,000.00	
				Total:	\$3,000.00
101-T-Highway					
81T-130					
3083	1096	ACCO	Registration	\$35.00	
				Total:	\$35.00
81T-200					
4026	1101	Fullerton Welding Supply	Oxygen	\$226.45	
4154	1104	Summit Truck Group	Parts/Supplies	\$16.50	
4155	1105	Aztec Locksmith	Vehicle Maintenance	\$57.90	
4156	1106	Cintas Corporation 063	Uniforms	\$680.69	
4157	1107	Stillwater Milling Company	Fence/Supplies/Repairs	\$291.95	
				Total:	\$1,273.49
82T-130					
3155	1098	ACCO	Conference	\$70.00	
				Total:	\$70.00
82T-200					
2811	1093	National Waste / Disposal Inc.	Roll Off Waste Container	\$590.00	
2813	1094	AT&T	Internet Services	\$109.00	
2960	1095	Verdigris Valley Electric	Utilities	\$849.03	
3152	1097	National Waste / Disposal Inc.	Roll Off Waste Container	\$590.00	
3394	1099	U. S. Cellular	Cell Phone Service	\$349.70	
4211	1108	Java Daves	Coffee Service	\$180.58	
4212	1109	Atwoods Distributing	Flags	\$99.92	
				Total:	\$2,768.23
83T-200					
3635	1100	AT&T	Phone Service	\$38.27	
4083	1102	Cintas Corporation 063	Uniforms	\$375.73	
4092	1103	Aztec Locksmith	Locks	\$69.70	
				Total:	\$483.70
113-Property Resale					
06PR-200					
3403	70	Cox Business	Monthly Internet Services	\$164.95	
				Total:	\$164.95
115-Health Department					
26-200					
3296	180	Darryl Reed DDS	Dental Services	\$1,120.00	
3299	181	Orkin Pest Control	Pest Control	\$127.42	
3301	182	Harris, Robyn	Dental Services	\$255.00	
3302	183	Claremore Welding Supply	Lease Payment(s)	\$67.90	
3766	184	Lakeshore Learning Materials	Shop Supplies	\$616.89	
3888	185	Oriental Trading Company	Office Supplies	\$36.48	
3890	186	Riverside Publishing Co.	Paper Products	\$334.96	
4108	187	All Maintenance Supply	Office Supplies	\$232.25	
4109	188	Headsets.Com Inc.	Batteries/Battery Assesories	\$167.70	
				Total:	\$2,958.60
119-Sheriff Civil Fees					
04CF-200					
3489	150	4imprint	Lighting/Bulbs/Ballast	\$293.86	
3491	151	Positive Promotions	Office Supplies	\$744.25	
4022	152	IDville	Badges/Patches	\$175.50	
4147	153	Atwoods Distributing	Ammunition	\$30.95	
4220	154	Oklahoma Police Supply	Clothing	\$8.00	
				Total:	\$1,252.56
127-Sheriff Commissary					
04SC-200					
3319	89	Pepsi Beverages Company	Food	\$638.40	

Fiscal Year:
2014-2015

Purchase Orders by Account

Approved
From: 12/1/2014
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<u>PO No.</u>	<u>Warrant No.</u>	<u>Vendor Name</u>	<u>Purpose</u>	<u>Amount</u>	<u>Cancelled</u>
3806	90	Electronic Cigarettes, Inc	Commissary	\$1,160.74	
3824	91	Keefe Commissary	Commissary	\$1,222.92	
4003	92	Keefe Commissary	Commissary	\$1,864.20	
Total:				\$4,886.26	
131-Law Library					
30-200					
4173	2	Law Library Revolving	Legal Services	\$12,493.21	
Total:				\$12,493.21	
137-Sheriff Jail					
04SJ-200					
3781	691	Oklahoma Police Supply	Clothing	\$129.89	
4002	695	Oklahoma State Agency For	Office Furniture	\$100.00	
4139	696	Edward Wofford	Office Supplies	\$285.00	
4165	698	Oklahoma State University, Bursars	CPR Training	\$270.00	
4206	699	Radio Shack, N.E.O. Electronics	Battery	\$69.99	
4207	700	Charm-Tex Inc	Supplies	\$40.90	
Total:				\$895.78	
04SJ-202					
3318	689	Farmers Bros Coffee	Food	\$121.60	
Total:				\$121.60	
04SJ-204					
3511	690	Dr. David Moon	Fees	\$2,000.00	
3829	692	Moore Medical	Supplies	\$503.41	
3883	694	Romaine Companies	Cleaning Service	\$2,008.00	
4164	697	Office Everything	Office Supplies	\$218.47	
Total:				\$4,729.88	
04SJ-400					
3833	693	Continental Research Corp	Sealant	\$504.14	
Total:				\$504.14	
142-E-911 Addressing					
42-200					
3934	82	Cherokee Data Solutions	Parts/Supplies	\$421.87	
Total:				\$421.87	
147-Drug Court Contract					
147DCC-200					
4199	23	Wendi Sullivan	Coordinator Duties	\$1,843.50	
4200	24	Chrisie Stone	Coordinator Duties	\$2,542.00	
Total:				\$4,385.50	

Fiscal Year:
2013-2014

Purchase Orders by Account

Approved
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To: 12/1/2014

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001-General					
22-200					
6419	4649	Driven Design	Website	\$800.00	
9311	4650	Lowes Home Center	Parts/Supplies	\$2,667.04	
9312	4651	Toggle Construction	Labor	\$2,400.00	
				Total:	\$5,867.04
004-1 Cent Sales Tax					
82ST-200					
9535	1811	Railroad Yard	Equipment	\$15,000.00	
				Total:	\$15,000.00
101-T-Highway					
82T-200					
9797	3066	Claremore Physicians Immediate Ca	Drug/Alcohol Screening	\$122.00	
				Total:	\$122.00
111-Fairboard					
94-200					
9315	145	Turner & Associates	Fees	\$500.00	
				Total:	\$500.00