

**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, July 27, 2015 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 9:00 AM.

**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 Dan DeLozier and Commissioners Mike Helm and Ron Burrows 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:** Burrows led the flag salute and the Pledge of Allegiance to the American Flag.

**ITEM 4: INVOCATION:** Helm led a prayer.

**ITEM 5: APPROVE/DISAPPROVE MINUTES:** July 20, 2015 Regular Meeting – Burrows made a motion to approve and Helm seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –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 –  
Lepak stated several individuals employed with the 911 center may or may not have walked away from their positions. This could not have reasonably been foreseen prior to the posting of the agenda or any of the action taken today. It properly is new business under the Open Meetings Act for the Board to consider a request from the Sheriff's department regarding keeping the 911 Center running until a new director is found. Burrows asked Sheriff Scott Walton if his office had the personnel to fill in any vacancies. Walton agreed and stated there was a plan in place and asked for flexibility while they get everything in order. Walton added they wanted to speak to the employees and deliver a positive message to them that they are here to make it work. DeLozier stated they had contracts with either entities and the 911 Center must remain open. Walton agreed and added it needed to be established now and he was confident that within a few hours, the situation could be better. Major Bob Darby has the expertise to manage the center but it's the Sheriff's office as a whole and he was not setting up one person for failure. Chief Shane Rhames stated one of the biggest things was that this falls under the Board of County Commissioner's umbrella and for the Sheriff's Office to move forward, they want to make certain it's ok with the Board. They want to make sure it stays running and there's no loss to the citizens and this can be a better transition. Burrows asked if the Sheriff's office was prepared to stay until the consulting company was in place to give counsel/advice and Walton agreed they were. Walton added he believed they would see a better product to Rogers County citizens within hours. Lepak stated what the Board was considering was requesting the Sheriff's department go to the E-911 Center and maintain continuous service until the Board can meet again to make long term plans. The Sheriff stated a big concern was scheduling and they need to be prepared for vacates and the need to maintain staff. DeLozier made a motion to allow the Sheriff's office to maintain the 911 Center until further action and Burrows seconded. Roll Call: DeLozier – aye, Helm – nay, Burrows –aye. Motion carried. IT Director Brett Williston asked for direction as to where to forward emails sent to Hamilton's email address. DeLozier made a motion to forward emails to Undersheriff Jon Sappington and Burrows seconded. Roll Call: DeLozier – aye, Helm – no, Burrows –aye. Motion carried.

**ITEM 7: ANNOUNCEMENTS:** Burrows stated he received a letter from Baldor Electric Company with an update regarding layoffs and there will be less layoffs than anticipated.

**ITEM 8: UNFINISHED BUSINESS:**

1. Open and possibly award the following bid:
  - Bid 665 – Uniform Rental Services (12 month bid) – Burrows made a motion to table for one more week to review the bid spreadsheet. DeLozier seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
2. Discussion and possible action regarding Health Department Contract(s) –  
\*\*\*Note\*\*\* These are the contracts to be renewed for FY 2015-16:  
\*\*\*Note\*\*\* These were tabled from July 6, 2015 and July 13, 2015

- Ricoh USA monthly
- Ricoh USA quarterly
- Pitney Bowes monthly
- Charles McCaskey, C&M Landscape

Helm made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried. \*\*\*NOTE\*\*\* At this time, DeLozier moved to Item 13.

**ITEM 9:**

**ZONING:**

1. Public hearing with discussion and possible action on the request for zoning change from AG to AR that the intended use of the property, after rezoning, is for a residential lot split. APPLICANT: Dax & Angela Burchett. CURRENT ZONING: AG. LEGAL DESCRIPTION: The East 120' of the South 950' of SW SW of Section 25 Township 24 North Range 14 East of the I.B. & M. Rogers County, Oklahoma. ADDRESS: 3221 E. 340 RD. Talala, OK 74080. Helm made a motion to open a public hearing and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 9:07 AM. Planning Commission Director Larry Curtis stated this was approved by the Planning Commission and recommended approval. Helm made a motion to close public hearing and DeLozier seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 9:08 AM. Helm made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows – aye. Motion carried.

**ITEM 10:**

**PLATS:**

1. Public hearing with discussion and possible action on the request of Preliminary Plat Approval ATTIC STORAGE ADDITION. APPLICANT: Highway 20 Corners, LLC. CURRENT ZONING: C-2. LEGAL DESCRIPTION:  
A TRACT OF LAND LOCATED IN THE NORTHWEST QUARTER (NW/4) OF THE NORTHWEST QUARTER (NW/4) OF SECTION TEN (10) OF TOWNSHIP TWENTY-ONE (21) NORTH AND RANGE FOURTEEN (14) EAST OF THE INDIAN BASE AND MERIDIAN (I.B.&M.), ACCORDING TO THE U.S. GOVERNMENT SURVEY, THEREOF, ROGERS COUNTY, OKLAHOMA; BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
  
COMMENCING AT THE NW CORNER OF SEC. 10, T-21-N, R-14-E, I.B.&M.; THENCE S 01'24'05" E ALONG THE WEST LINE OF SAID SEC. 10 A DISTANCE OF 40.00 FEET TO THE POINT OF BEGINNING BEING ON THE SOUTHERLY RIGHT-OF-WAY OF STATE HIGHWAY NO.20; THENCE N 88'49'12" E ALONG SAID HIGHWAY RIGHT-OF-WAY (UNTIL OTHERWISE NOTED) A DISTANCE OF 60.98 FEET; THENCE S 85'28'10" E A DISTANCE OF 150.75 FEET; THENCE N 88'49'12" E A DISTANCE OF 100.00 FEET; THENCE N 83'19'04" E A DISTANCE OF 156.43 FEET; THENCE S 01'24'05" E (AND LEAVING SAID HIGHWAY RIGHT-OF-WAY) A DISTANCE OF 426.70 FEET; THENCE S 88'49'12" W A DISTANCE OF 466.70 FEET TO THE WEST LINE OF SAID SEC. 10; THENCE N 01'24'05" W A DISTANCE OF 426.70 FEET TO THE POINT OF BEGINNING, AND CONTAINING 4.485 ACRES, MORE OR LESS.  
Helm made a motion to open a public hearing and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 9:08 AM. Curtis stated it was his recommendation to approve. Helm made a motion to close the public hearing and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 9:10 AM. Helm made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
2. Public hearing with discussion and possible action on the request of Final Plat Approval ATTIC STORAGE ADDITION. APPLICANT: Highway 20 Corners, LLC. CURRENT ZONING: C-2. LEGAL DESCRIPTION:  
A TRACT OF LAND LOCATED IN THE NORTHWEST QUARTER (NW/4) OF THE NORTHWEST QUARTER (NW/4) OF SECTION TEN (10) OF TOWNSHIP TWENTY-ONE (21) NORTH AND RANGE FOURTEEN (14) EAST OF THE INDIAN BASE AND MERIDIAN (I.B.&M.), ACCORDING TO THE U.S. GOVERNMENT SURVEY, THEREOF, ROGERS COUNTY, OKLAHOMA; BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
  
COMMENCING AT THE NW CORNER OF SEC. 10, T-21-N, R-14-E, I.B.&M.; THENCE S 01'24'05" E ALONG THE WEST LINE OF SAID SEC. 10 A DISTANCE OF 40.00 FEET TO THE POINT OF BEGINNING BEING ON THE SOUTHERLY RIGHT-OF-WAY OF STATE HIGHWAY NO.20; THENCE N 88'49'12" E ALONG SAID HIGHWAY RIGHT-OF-WAY (UNTIL OTHERWISE NOTED) A DISTANCE OF 60.98 FEET; THENCE S 85'28'10" E A DISTANCE OF 150.75 FEET; THENCE N 88'49'12" E A DISTANCE OF 100.00 FEET; THENCE N 83'19'04" E A DISTANCE OF 156.43 FEET; THENCE S 01'24'05" E (AND LEAVING SAID HIGHWAY RIGHT-OF-WAY) A DISTANCE OF 426.70 FEET; THENCE S 88'49'12" W A DISTANCE OF 466.70 FEET TO THE WEST LINE OF SAID SEC. 10; THENCE N 01'24'05" W A DISTANCE OF 426.70 FEET TO THE POINT OF BEGINNING, AND CONTAINING 4.485 ACRES, MORE OR LESS.  
Helm made a motion to open a public hearing and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 9:10 AM. Curtis stated it was his recommendation to approve. Helm made a motion to close the public hearing and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 9:12 AM. Helm made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.

**ITEM 11:**

**ROADS & BRIDGES:**

1. Discussion and possible action regarding a utility relocation agreement for JP28599 (04) Bridge #83 and Rural Water District #2 – estimated cost \$64,431.61 – DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows – aye. Motion carried.
2. Discussion and possible action regarding Project J/P 28600 (04) Rogers County Buck Creek Bridge Project – 324a ODOT Claim Form – Direct Payment from ODOT to RWD#4, Rogers County, for water line relocation – District 2 – DeLozier made a motion to approve and Helm seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.

3. Discussion and possible action regarding Bridge 104a – Tributary to Dog Creek programming resolution (District 3) – Burrows made a motion to approve and Helm seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
4. Discussion and possible action regarding Bridge 102 – Honey Creek programming resolution (District 2) – Helm made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
5. Discussion and possible action regarding Bridge 28 – Tributary to Pryor Creek programming resolution (District 1) – DeLozier made a motion to approve and Helm seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.

**ITEM 12: CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS:** None presented.

**ITEM 13: TRANSFER OF FUNDS:**

1. 04CF-200 M&O to 04CF-110 Salaries, \$10,000.00 – Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
  2. 83ST-200 M&O to 83ST-400 Capital Outlay, \$40,000.00
- County Clerk Robin Anderson stated there was a question about Item 13:2 and we didn't get a response back from the State Auditor's office until after the agenda had posted but Item 13:2 needed to be struck from the agenda. DeLozier made a motion to strike and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried. **\*\*\*NOTE\*\*\*** At this time, DeLozier moved to Item 9.

**ITEM 14: UTILITY PERMITS:**

1. Chelsea Gas Authority –To - bore - cross County Highway or Local Road E. 420 Rd. approximately 0.23 miles east of Hwy 66 and further described as: 2,140 feet east of the southwest corner of Section 6 Township 22 Range 17 Rogers County. District 1
2. RWD #7 Rogers County –To – bore - cross County Highway or Local Road EW 430 Rd. approximately 0.5 miles east of EW 430 & NS 4240 intersection and further described as: 2,450 feet east of the southwest corner of Section 12 Township 22 Range 17 Rogers County. District 1
3. ONG –To – bore - cross County Highway or Local Road E. Tanner Dr. approximately 2.65 miles east & 2.2 miles north of Hwy 44 and Hwy 266 and further described as: 691 feet west & 2,314 feet south of the northeast corner of Section 29 Township 21 Range 16 Rogers County. District 3
4. ONG – To – bore - cross County Highway or Local Road S. Fieldstone Dr. approximately .51 miles west & 1.60 miles south of Hwy 44 & Hwy 20 and further described as: 2,004 feet west & 2,127 feet south of the northeast corner of Section 2 Township 21 Range 16 Rogers County. District 1

DeLozier made a motion to approve Item 14:1-4 and Helm seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried. **\*\*\*NOTE\*\*\*** At this time, DeLozier moved to Item 16.

**ITEM 15: CLAIMS:**

1. Salaries – July 2015 – Helm made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
  2. Attendant Care – None presented.
- \*\*\*NOTE\*\*\*** At this time, DeLozier went to Item 6.

**ITEM 16: BLANKET PURCHASE ORDERS:**

1. Material, Supplies, Parts, Groceries & Prescriptions –
  - Sheriff to Froman Oil, \$500.00
  - Sheriff to R&S Auto Parts, \$500.00
  - Sheriff to O'Reilly's, \$250.00
  - Sheriff to Aztec Locksmith, \$200.00
  - Sheriff to Pixley Lumber Company, \$300.00
  - Sheriff to Locke Supply, \$500.00
  - Sheriff to Claremore Compounding and Pharmacy, \$300.00
  - Sheriff to Diamond Drugs, Inc., \$6,000.00
  - Sheriff to PHS Mobile X-Ray, \$600.00
  - Sheriff to St. Francis Health System, \$1,200.00
  - Sheriff to Warehouse Market, \$220.00
  - Sheriff to Sysco Foods, \$3,800.00
  - Sheriff to Performance Food Group, \$5,450.00
  - Sheriff to Farmers Bros Coffee, \$100.00
  - Sheriff to US Foods, \$2,400.00
  - Sheriff to Bimbo Bakeries, \$1,530.00
  - Sheriff to Pepsi Beverages Company, \$1,000.00
  - Sheriff to Card Services (Visa), \$2,000.00
  - Sheriff to Speedy Lube, \$250.00
  - Sheriff to Rogers County Dist. #1, \$2,000.00
  - Sheriff to Finish Line Fuel, \$17,000.00
  - Sheriff to O'Reilly Automotive, \$500.00

- Planning Commission to Froman Oil Company, \$250.00
- Planning Commission to Rogers County Dist. 3, \$750.00
- District 3 to Walmart, \$100.00

DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows – aye. Motion carried.

2. Orders Exceeding Amount of Issuance – None presented.

**ITEM 17: GRANTS:** None presented.

**ITEM 18: AGENDA ITEMS:**

1. Receive and read written recommendations of the District Attorney's Office regarding oversight of purchasing and bidding procedures of District #2, status of Michael Helm as County Commissioner for District #2 and his employment with the County, administration of County property, and possible vote of Censure, in light of Commissioner Helm having been indicted on July 17, 2015 – Assistant District Attorney Ben Lepak read aloud the following letter containing written recommendations from the District Attorney's Office. **\*\*\*NOTE\*\*\*** The letter may also be found in the Office of the County Clerk.

*July 27, 2015*

*Commissioners:*

*In light of Commissioner Helm's indictment by the Multicounty Grand Jury for embezzlement and conspiracy to defraud Rogers County, you have asked me to provide recommendations for the Board of County Commissioners to consider in an effort to provide oversight of Commissioner Helm and to protect the taxpayers of Rogers County.*

*Mr. Helm has been accused of serious crimes related to the administration of and accounting for County funds and property, as well as subversion of the Oklahoma Public Competitive Bidding Act of 1974. To put it plainly, Mr. Helm has been accused of stealing from and defrauding Rogers County and its taxpayers. As a criminal defendant, Mr. Helm is entitled to due process and a presumption of innocence. As an elected official, however, he is not entitled to be free from criticism and oversight from this Board and the public.*

*As Mr. Helm has not yet been convicted of the crimes for which he has been accused, Oklahoma law provides that he may remain in his elective office and continue to perform the duties entrusted to his position by statute and the Oklahoma Constitution until he is either convicted of those crimes or a removal action is successfully sought by the Attorney General pursuant to Okla. Stat. Title 51, § 91, et seq.*

*Given the foregoing, this Board is limited in its power to lawfully circumscribe Mr. Helm's powers as a Commissioner, and should respect the laws that confer certain powers exclusively on an officer duly elected by the people. However, a respect for the law does not require the Board to refrain from condemning Mr. Helm's conduct, and does not prevent the Board from prevailing upon Mr. Helm to do right by the people of Rogers County. It also does not prevent the Board from instituting lawful policies to try to limit any potential civil liability the County may be exposed to as a result of Mr. Helm's indictment and continued status as a Commissioner during the pendency of his criminal case.*

*At a minimum, Mr. Helm's conduct and indictment constitute a disruption of County business. According to the indictment, for example, County employees have been called away from work to testify before the Grand Jury, and likely will be called to testify in the future. County resources have been and will continue to be expended to deal with this situation. In my opinion, the only sure way to eliminate this continuing disruption is to excise its source from the daily operations of the County—that is, for Mr. Helm to be relieved of his duties as Commissioner until there is a final resolution of his criminal case.*

*My recommendations, therefore, may be classified into two broad categories: (1) actions that involve separating Mr. Helm from involvement with the operations of the County in order to minimize disruption of County business, and (2) actions designed to provide oversight of Mr. Helm's activities and limit the County's financial and legal exposure therefrom. Accordingly, I recommend that the Board take the following actions:*

**Separating Mr. Helm from Duties as County Commissioner**

1. *Request that Commissioner Helm resign his office, effective immediately.*
2. *If Mr. Helm refuses to resign, request that Mr. Helm voluntarily take an unpaid leave of absence from his duties as County Commissioner during the pendency of his criminal case.*
3. *If Mr. Helm refuses to take an unpaid leave of absence, request that Mr. Helm voluntarily take a paid leave of absence from his duties as County Commissioner*

during the pendency of his criminal case.

4. *If Mr. Helm refuses to take a leave of absence, send a letter to Oklahoma Attorney General Scott Pruitt requesting that he pursue a removal action against Commissioner Helm pursuant to Okla. Stat. Title 51, § 91, et seq.*

**Providing Oversight of Mr. Helm and Limiting County Exposure to Liability**

5. *Admonish Mr. Helm to strictly refrain from retaliating against or taking any adverse action whatsoever towards County employees who have been listed in the indictment as witnesses or who may become witnesses in the future. Make clear that if the Board receives information that Mr. Helm has engaged in any such conduct, it will forward that information to the Attorney General's Office for further investigation.*

6. *Direct the Purchasing Agent to closely scrutinize any purchase requests from District #2, and state that the Board of County Commissioners will closely scrutinize any future purchase orders from District #2.*

7. *State your intention that the Board of County Commissioners will not approve any bid proposals in which Mr. Helm has participated in developing the bid specifications and/or providing the bid specifications to the Purchasing Agent. If District #2 needs to go out for bid on an item or project, the District #2 Road Foreman can assist the Purchasing Agent in drafting the bid specifications without input from Mr. Helm.*

8. *Admonish Mr. Helm to utilize County property, particularly County vehicles, only for County business. Expressly reiterate that County vehicles are not to be used for personal matters. Make clear that if the Board receives information that Mr. Helm is using his County vehicle or other County property for personal matters, it will forward that information to the Attorney General's Office for further investigation.*

9. *Consider and vote on Censure of Mr. Helm as a formal way of stating that the Board of County Commissioners condemns Mr. Helm's conduct.*

*Elected officials are entrusted by the voters who put them in office to act lawfully and to be good stewards of public finances. When an elected official violates that trust by conducting himself in a manner that, at best, displays an appearance of impropriety, and at worst constitutes criminal violations of the law, public confidence in our government is undermined. I believe the foregoing measures are lawful steps that the Board of County Commissioners can take to limit future damage to County finances and to begin to restore public confidence in Rogers County.*

*Respectfully Submitted,  
Benjamin M. Lepak  
Assistant District Attorney  
Chief of Civil Division*

2. Discussion and possible action regarding recommendations of the District Attorney's Office- Helm stated he liked within the letter that Lepak said he was innocent until proven guilty. Helm added he is the elected official and will therefore not comment on any of the suggestions but will stay a County Commissioner – an elected. Burrows asked for direction on how to proceed. Lepak stated the Board could move to adopt all of the recommendations within the letter or take them one by one. Lepak added that since Helm told the Board he isn't going to resign or take an unpaid or paid leave of absence as Lepak feels would be in the best interest of the County, the Board could move on to number 4 in the first set of recommendations of the letter and either vote to do it or not do it. Burrows made a motion to have the Attorney General pursue a removal action against Helm and DeLozier seconded. Roll Call: DeLozier – aye, Helm – no response, Burrows –aye. Motion carried. DeLozier made a motion to adopt 5-8 in the second set of recommendations within the letter and Burrows seconded. Roll Call: DeLozier – aye, Helm – no response, Burrows –aye. Burrows made a motion to approve 9 in the second set of recommendations within the letter and DeLozier seconded. Roll Call: DeLozier – aye, Helm – no response, Burrows –aye. Lepak stated that in the future, if anything else comes up, he will let the Board know.
3. Discussion and possible action on the relocation of the Emergency Operations Center (EOC) to the new courthouse to allow for additional space within the Rogers County Jail (DeLozier) - Undersheriff Jon Sappington stated the jail was in need of space and revenue. The current center is within the jail. We asked for federal building and when that's in place, move EOC to squad room. The DOC pulled their funds and the carryover we had last year isn't there this year. There was discussion with Emergency Management Director Scotty Stokes about possibly moving. Stokes asked if there was some kind of guarantee that he would get that area. DeLozier made a motion to table for one week and Helm seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
4. Discussion and possible action with Bruce Martin, ODOT Transportation Specialist 4, regarding Critical Findings on three bridges during the biannual county bridge inspections. Two bridges, #110 and #111 are in District 3 and one bridge, #101, is in District

2. As per ODOT & FHWA requirements these bridge findings and the schedule of repairs within 60 days must be discussed (Burrows) – Martin stated Helm had one bridge and Burrows had two bridges with critical findings. The first sixty days are for repairs and thirty days to close. Helm stated his bridge had been repaired. Burrows stated one was repaired and the other was a little more detailed because of the heavy rain – they are having to pump water out of the creek. No action taken.
5. Discussion and possible action regarding the appointment of a successor trustee to the Rogers County Industrial Development Authority Board of Trustees for the replacement of BJ Kincade, who resigned her position in March, 2015. It is the recommendation of Rogers County Industrial Development Authority to appoint Mrs. Brenda Michels, of Catoosa, to fill the vacant position on the Board of Trustees. Mrs. Michels is a lifetime resident of Rogers County and a longtime successful business owner of three manufacturing businesses. She is an avid supporter of the community. Her business experience brings to the Authority the type of knowledge, experience and leadership needed in public service. (Burrows) – Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
6. Discussion and possible action regarding an agreement renewal by and between the Board of County Commissioners and KellPro on behalf of the Treasurer's office – Treasurer Jason Carini asked for this to be tabled one week. DeLozier made a motion to table one week and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
7. Reimbursement and Resolution 2016-28 \$50.00 into 91-210 from A. Ball for Cemetery Restitution –
8. Reimbursement and Resolution 2016-29, \$120.55 into 83ST-200 from Rogers County District 1 for fuel reimbursement – DeLozier made a motion to approve Item 18:7-8 and Helm seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
9. Review the following bids before they are let:
  - Bid #670 – Sheriff SUV – Purchasing Agent Megan Jackson stated this was essentially the same bid the Sheriff's department went out for a few months ago but the bid expired and they'd like two more vehicles. Burrows asked that the language be changed from "one truck" to "one or more". DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
  - Bid #671 – Sheriff Truck – Discussion about changes and additions to the bid specifications. Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
10. Open and possibly award the following bid:
  - Bid #666 – Micro-Surfacing (District 3) – Ms. Jackson stated they are rejecting the bid. The week after this bid was let, Bid 669 was let that included all projects and since this bid invitation did not have a project listed, it was being rejected. No bids were opened. DeLozier made a motion to strike with no bids opened and Helm seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.
11. Discussion and possible action to enter Executive Session pursuant to Okla. Stat. Title 25, § 307(B)(1) for the purpose of discussing the employment, demotion, disciplining, or resignation of any individual salaried public officer or employee: to-wit Jennifer Bentley – Human Resources Director – Lepak made a recommendation to enter executive session. Burrows made a motion to enter executive session and DeLozier seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 9:49 AM.
12. Motion and vote to Adjourn Executive Session and enter Regular Session – Helm made a motion to adjourn executive session and enter regular session and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 10:17 AM.
13. Discussion and possible action regarding Executive Session item: to-wit Jenny Bentley, HR Director – Burrows made a motion to terminate Jenny Bentley, effective immediately and DeLozier seconded. Roll Call: DeLozier – aye, Helm – nay, Burrows –aye. Motion carried
14. Discussion and possible action to enter Executive Session pursuant to Okla. Stat. Title 25, § 307(B)(1) for the purpose of discussing the employment, demotion, disciplining, or resignation of any individual salaried public officer or employee: to-wit Janet Hamilton – Rogers County 911 Administrator – Lepak made a recommendation to enter executive session. Burrows made a motion to enter executive session and DeLozier seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 10:19 AM.
15. Motion and vote to Adjourn Executive Session and enter Regular Session – Helm made a motion to adjourn executive session and enter regular session and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 10:48 AM.
16. Discussion and possible action regarding Executive Session item: to-wit Janet Hamilton, Rogers County 911 Administrator - Burrows made a motion to terminate Janet Hamilton, effective immediately and DeLozier seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 10:17 AM.

**ITEM 19: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:** None presented.

**ITEM 20: 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 – None presented.

**ITEM 21: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:**

(Materials, Supplies, Parts, Groceries & Prescriptions) Helm made a motion to pay all purchase orders excluding PO 840 and PO 845, held for further review and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried.  
\*\*\*NOTE\*\*\* DeLozier moved to Item 15.

**ITEM 22: RECESS OR ADJOURNMENT:** Helm made a motion to adjourn and Burrows seconded. Roll Call: DeLozier – aye, Helm – aye, Burrows –aye. Motion carried at 11:21 AM.

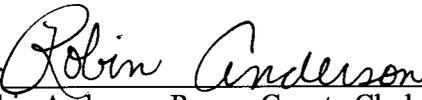
BOARD OF COUNTY COMMISSIONERS  
ROGERS COUNTY, OKLAHOMA

(Seal)



  
\_\_\_\_\_  
Chairman Dan DeLozier

  
\_\_\_\_\_  
Commissioner Mike Helm

By:   
\_\_\_\_\_  
Robin Anderson, Rogers County Clerk

  
\_\_\_\_\_  
Commissioner Ron Burrows

Notice of said meeting was filed in the Office of the County Clerk on **Thursday, July 23, 2015, at** \_\_\_\_\_ p.m. and posted in the public display case near the front door entrance to the courthouse and on the county website.

Fiscal Year:  
2014-2015

Purchase Orders by Account

Approved  
From: 7/27/2015  
To: 7/27/2015

<u>PO No.</u>	<u>Warrant No.</u>	<u>Vendor Name</u>	<u>Purpose</u>	<u>Amount</u>	<u>Cancelled</u>
<b>001-General</b>					
<b>04-200</b>					
9481	4507	Recovery Healthcare	Tracking Device	\$300.00	
9567	4508	Recovery Healthcare	Fees	\$130.00	
				Total:	\$430.00
<b>09-130</b>					
9124	4506	Penny King	Travel	\$348.10	
				Total:	\$348.10
<b>23-200</b>					
7679	4504	Copy World Business Solutions	Quarterly Copier Fee	\$195.00	
9730	4510	Galls	Supplies	\$1,702.20	
				Total:	\$1,897.20
<b>40-400</b>					
9596	4509	Muskogee Communications	Radio Equipment	\$4,380.00	
				Total:	\$4,380.00
<b>44-200</b>					
9027	4505	Oklahoma Correctional Industries	Filing Units	\$323.00	
				Total:	\$323.00
<b>004-1 Cent Sales Tax</b>					
<b>81ST-200</b>					
9743	2010	HD Supply Waterworks	Pipe/Steel/Plastic	\$4,224.00	
9748	2011	HD Supply Waterworks	Road Materials	\$4,450.00	
				Total:	\$8,674.00
<b>82ST-200</b>					
9067	2009	OReillys Automotive Stores Inc.	Parts	\$829.51	
				Total:	\$829.51
<b>101-T-Highway</b>					
<b>81T-200</b>					
7253	2853	Tulsa Emergency Medical Center	Drug Screening	\$151.00	
				Total:	\$151.00
<b>82T-200</b>					
9755	2856	Tulsa Emergency Medical Center	Drug Screening	\$218.00	
				Total:	\$218.00
<b>83T-200</b>					
9354	2854	Kirby-Smith Machinery	Equipment Rental	\$5,500.00	
9536	2855	Lowes Home Center	Fencing	\$1,686.40	
9768	2857	Tulsa Emergency Medical Center	Drug Screening	\$151.00	
				Total:	\$7,337.40
<b>119-Sheriff Civil Fees</b>					
<b>04CF-200</b>					
9549	340	Remminderbands	Promotional	\$608.74	
				Total:	\$608.74
<b>137-Sheriff Jail</b>					
<b>04SJ-200</b>					
7485	1577	Secretary Of State	Notary Fee	\$10.00	
7486	1578	Burrows Agency	Notary Fee	\$30.00	
				Total:	\$40.00
<b>04SJ-204</b>					
9590	1579	Diamond Drugs Inc	Medication	\$5,381.68	
				Total:	\$5,381.68

Fiscal Year:  
2015-2016

Purchase Orders by Account

Approved  
From: 7/27/2015  
To: 7/27/2015

<u>PO No.</u>	<u>Warrant No.</u>	<u>Vendor Name</u>	<u>Purpose</u>	<u>Amount</u>	<u>Cancelled</u>
<b>001-General</b>					
<b>04-200</b>					
223	105	Northeast Tech Center	Training	\$160.00	
565	120	Office Everything	Office Supplies	\$468.80	
717	129	Special Ops Uniforms	Uniforms	\$61.99	
726	130	Office Everything	Lock Boxes	\$26.21	
753	133	Atwoods Distributing	K-9/Food/Medical/Equipment	\$44.99	
754	134	Best Buy Business Advantage Acco	Computer/Hardware/Supplies	\$74.97	
793	135	Special Ops Uniforms	Uniforms	\$249.95	
			Total:	\$1,086.91	
<b>04-250</b>					
566	121	Visual Force Inc	Equipment/Repairs/Maint./Supplie	\$62.00	
819	137	Total Radio Inc	Vehicle Accessories	\$92.50	
			Total:	\$154.50	
<b>09-200</b>					
739	132	Reasors	Food	\$21.91	
			Total:	\$21.91	
<b>14-130</b>					
858	139	Kim Henry	Travel/Expenses	\$212.70	
			Total:	\$212.70	
<b>14-200</b>					
578	122	One Source	Copier Maintenance	\$72.50	
728	131	Quill Corporation	Office Supplies	\$390.81	
			Total:	\$463.31	
<b>17-130</b>					
264	106	Lisa DeLozier	Travel/Expenses	\$49.83	
265	107	Arlene Peper	Travel/Expenses	\$69.54	
			Total:	\$119.37	
<b>18-200</b>					
383	112	U. S. Cellular	Cell Phone Service	\$96.40	
491	118	KellPro	Computer Programs/Software/Ant	\$426.40	
			Total:	\$522.80	
<b>19-200</b>					
25	97	AT&T Mobility	Services	\$38.60	
			Total:	\$38.60	
<b>19-355</b>					
17	96	Presidio Networked Solutions	Maintenance	\$3,590.43	
			Total:	\$3,590.43	
<b>20-200</b>					
64	98	City Of Claremore	Utilities	\$1,179.71	
153	100	Riggs Abney Neal	Professional Services	\$131.25	
157	101	AT&T Long Distance	Phone Service	\$1,047.29	
160	102	Oklahoma Natural Gas	Natural Gas	\$606.84	
163	103	Oklahoma Natural Gas	Natural Gas	\$36.38	
165	104	Oklahoma Natural Gas	Natural Gas	\$95.92	
358	110	Community Care EAP	Employee Assistance Program	\$217.60	
429	113	Claremore Daily Progress	Publish Bids	\$77.43	
857	138	Burrows Agency	Insurance Premiums	\$89,780.00	
			Total:	\$93,172.42	
<b>20M-200</b>					
606	126	Spectrum Paint - Claremore	Painting/Supplies	\$64.82	
607	127	Locke Supply	Supplies	\$3.61	
			Total:	\$68.43	
<b>22-200</b>					
601	123	Cox Business	Phone Service	\$302.30	
602	124	Positronix Technology	Computer Tech/Repairs	\$472.50	
604	125	Lowes Home Center	Supplies	\$8.10	
			Total:	\$782.90	
<b>23-200</b>					
65	99	Culligan Of Tulsa	Water	\$60.00	
431	114	U. S. Cellular	Cell Phone Service	\$200.21	
478	117	CDW Government Inc	Office Furniture	\$241.96	
			Total:	\$502.17	
<b>24A-200</b>					
382	111	Community Care	Insurance/Premium/Claim/Deducti	\$5,366.39	
			Total:	\$5,366.39	
<b>24B-200</b>					
356	109	BANCORP BANK EFT	Flex Acct	\$803.27	
457	116	BANCORP BANK EFT	Flex Acct	\$244.81	
			Total:	\$1,048.08	

Fiscal Year:  
2015-2016

Purchase Orders by Account

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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>
<b>40-200</b>					
267	108	Oklahoma Emergency Management	Conference	\$50.00	
438	115	Next Level Grafix Ltd	Graphics	\$575.00	
555	119	Rogers County Dist. #1	Vehicle Maintenance	\$694.31	
666	128	Robertson Tire	Vehicle Maintenance	\$69.99	
				Total:	\$1,389.30
<b>93-200</b>					
800	136	Kathy Ward	Mowing	\$630.00	
				Total:	\$630.00
<b>004-1 Cent Sales Tax</b>					
<b>81ST-200</b>					
212	31	Arkansas Sign & Barricade Compan	Safety/Vests/Gloves/Glasses/Earpl	\$928.00	
479	35	Kirby-Smith Machinery	Maintenace Supplies	\$560.23	
570	38	T & W Tire Company Inc	Tires	\$300.00	
584	40	Cabin Diesel Services	Equipment Repair	\$3,424.85	
586	41	Ergon Asphalt & Emulsions	Asphalt	\$1,822.18	
764	46	Inland Truck Parts	Vehicle Repair	\$601.25	
				Total:	\$7,636.51
<b>82ST-200</b>					
420	33	T & W Tire Company Inc	Tires	\$778.85	
441	34	Tulsa County BOCC	Signs	\$1,719.40	
548	36	Ergon Asphalt & Emulsions, Inc	Road Materials	\$12,416.47	
550	37	Ergon Asphalt & Emulsions, Inc	Road Materials	\$12,629.71	
580	39	Ergon Asphalt & Emulsions, Inc	Road Materials	\$5,684.14	
616	42	P & K Equipment	Equipment/Repairs/Maint./Supplie	\$64.08	
622	43	Yellowhouse Machinery Co	Equipment/Repairs/Maint./Supplie	\$378.94	
741	44	Yellowhouse Machinery Co	Equipment/Repairs/Maint./Supplie	\$159.27	
742	45	P & K Equipment	Equipment/Repairs/Maint./Supplie	\$157.50	
				Total:	\$33,988.36
<b>83ST-200</b>					
337	32	R&S Auto Parts Claremore	Various Parts	\$710.59	
				Total:	\$710.59
<b>83ST-400</b>					
179	30	Kirby-Smith Machinery	Equipment	\$34,000.00	
				Total:	\$34,000.00
<b>008-Cobra</b>					
<b>88C-200</b>					
574	1	Community Care HMO	Insurance/Premium/Claim/Deducti	\$4,883.18	
738	2	Delta Dental Of Oklahoma, Group #	Insurance/Premium/Claim/Deducti	\$840.36	
768	3	Dearborn National Life Insurance C	Insurance/Premium/Claim/Deducti	\$1,272.24	
769	4	Community Care HMO Sr	Insurance/Premium/Claim/Deducti	\$222.00	
770	5	Vision Service Plan Of Oklahoma	Insurance/Premium/Claim/Deducti	\$360.79	
				Total:	\$7,578.57
<b>101-T-Highway</b>					
<b>81T-200</b>					
234	61	Oklahoma Natural Gas	Utilities	\$37.65	
241	62	AT&T	Phone Service	\$194.66	
447	67	T & W Tire Company Inc	Repairs	\$720.00	
526	68	Ameriflex Hose & Accessories	Supplies	\$75.50	
663	75	Pixley Lumber	Tools	\$61.44	
664	76	Goodyear	Tires	\$443.24	
707	78	Copy World Business Solutions	Copier Maintenance	\$393.21	
709	79	Weldon Parts Tulsa	Parts	\$72.25	
710	80	Cintas Corporation 063	Uniforms & Equipment	\$344.07	
711	81	Jack Kissee Ford Inc	Vehicle Accessories	\$377.02	
762	82	P & K Equipment	Equipment/Repairs/Maint./Supplie	\$350.88	
781	83	Lowe's-District #1	Tools	\$44.04	
782	84	Hamill Metals	Supplies	\$1,290.00	
822	88	OReillys Automotive Stores Inc.	Vehicle Maintenance	\$605.34	
823	89	Cintas Fas Lockbox 636525	First Aid/Supplies	\$194.53	
824	90	Lowe's-District #1	Supplies	\$82.00	
				Total:	\$5,285.83
<b>82T-200</b>					
416	65	U. S. Cellular	Cell Phone Service	\$350.20	
417	66	Risley Trash Service	Trash Service	\$70.00	
582	69	Cintas Corporation 063	Cleaning Service	\$161.06	
621	71	KellPro	Software/License	\$4,428.00	
657	72	Cintas Corporation 063	Uniforms & Equipment	\$390.26	
658	73	Copy World Business Solutions	Copier Lease Agreement	\$343.84	

Fiscal Year:  
2015-2016

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660	74	AppleMarket Oologah	Supplies	\$277.95	
704	77	Oklahoma State Agency For	Tools	\$400.00	
				Total:	\$6,421.31
<b>83T-200</b>					
197	60	Bugs Or Us Exterminating	Pest Control	\$95.00	
294	63	Tri-Star Roll-Offs	Trash Service	\$2,320.00	
334	64	Wal-Mart Comm./RFCSELLC (Dis	Office Supplies	\$89.30	
599	70	Cintas Corporation 063	Uniforms & Equipment	\$293.45	
795	85	Cintas Corporation 063	Uniforms	\$293.45	
801	86	Cintas Fas Lockbox 636525	First Aid/Supplies	\$148.22	
				Total:	\$3,239.42
<b>84T-200</b>					
821	87	Westlake Ace Hardware #73	Supplies	\$23.96	
				Total:	\$23.96
<b>115-Health Department</b>					
<b>26-200</b>					
104	12	C & M Landscape	Lawn Maintenance	\$1,200.00	
117	13	ServiceMaster Elite Janitorial	Janitorial Services	\$1,792.00	
120	14	RICOH USA INC Leasing	Lease Payment(s)	\$865.17	
123	15	Pitney Bowes	Postage for Postage Meter	\$163.00	
139	16	U. S. Cellular	Phone Service	\$468.24	
398	17	Summit Chemical Company	Supplies	\$400.00	
399	18	Fire Eagle Promotions	Shirts	\$968.63	
400	19	Print Shop	Business Cards	\$88.00	
401	20	Patterson Dental Supply	Supplies	\$232.35	
439	21	McKesson Medical-Surgical	Supplies	\$132.66	
440	22	Merck Sharp & Dohme Corp	Medication	\$1,383.47	
459	23	Moore Medical	Medication	\$3,176.37	
472	24	Sanofi Pasteur	Medical Supplies	\$110.60	
532	25	Air Comfort	AC/Heater Repairs	\$129.00	
567	26	Air Comfort	AC/Heater Repairs	\$387.00	
794	27	Radio Shack, N.E.O. Electronics	Radio Equipment	\$169.99	
				Total:	\$11,666.48
<b>119-Sheriff Civil Fees</b>					
<b>04CF-200</b>					
715	6	Duvall Electric LLC	Electrical Service	\$2,300.00	
718	7	Office Everything	Shipping Charges	\$16.88	
719	8	Animal Medical Center	K-9/Food/Medical/Equipment	\$38.38	
				Total:	\$2,355.26
<b>127-Sheriff Commissary</b>					
<b>04SC-200</b>					
483	6	Securus Technologies	Phone Cards	\$576.65	
736	7	Keefe Commissary	Inmate Commissary	\$1,404.21	
				Total:	\$1,980.86
<b>129-Courthouse Security</b>					
<b>04CH-200</b>					
277	1	Oklahoma Police Supply	Uniforms	\$171.97	
				Total:	\$171.97
<b>137-Sheriff Jail</b>					
<b>04SJ-200</b>					
9	23	Cox Business	Utilities	\$143.04	
13	24	Oklahoma Natural Gas	Utilities	\$176.53	
16	25	U. S. Cellular	Phone Service	\$272.36	
19	26	AT&T	Phone Service	\$637.36	
31	27	Secretary Of State	Notary Bond	\$10.00	
32	28	Burrows Agency	Notary Fee	\$30.00	
436	29	All Maintenance Supply	Cleaning Supplies	\$453.05	
474	30	Office Everything	Office Supplies	\$352.36	
498	31	Midtown Rental & Sales	Equipment Rental	\$104.50	
613	32	Wal-Mart (Sheriff)	Supplies	\$246.77	
654	33	Midtown Rental & Sales	Equipment Rental	\$104.50	
716	34	Radio Shack, N.E.O. Electronics	Equipment	\$59.99	
808	35	Oklahoma Police Supply	Uniforms	\$68.99	
				Total:	\$2,659.45
<b>140-Wireless Prepay</b>					
<b>41WP-200</b>					

Fiscal Year:  
2015-2016

### Purchase Orders by Account

Approved  
From: 7/27/2015  
To: 7/27/2015

<u>PO No.</u>	<u>Warrant No.</u>	<u>Vendor Name</u>	<u>Purpose</u>	<u>Amount</u>	<u>Cancelled</u>
268	1	Motorola Solutions Credit Co LLC	Maintenance	\$15,247.44	
647	2	AT&T	Phone Service	\$2,869.10	
650	3	AT&T	Access Service	\$236.90	
Total:				<u>\$18,353.44</u>	
<b>141-Wireless Services</b>					
<b>41-200</b>					
540	1	Burrows Agency	Insurance	\$9,449.00	
Total:				<u>\$9,449.00</u>	
<b>142-E-911 Addressing</b>					
<b>42-200</b>					
87	12	AT&T	Phone Service	\$100.00	
90	13	AT&T	Phone Service	\$90.00	
93	14	AT&T	Phone Service	\$100.00	
635	15	AT&T	Phone Service	\$135.56	
637	16	Happy Time Vending	Coffee Supplies	\$95.00	
638	17	AT&T	Access Service	\$287.54	
641	18	AT&T	Phone Service	\$397.28	
642	19	AT&T	Phone Service	\$109.33	
643	20	AT&T	Phone Service	\$109.33	
644	21	AT&T	Phone Service	\$90.00	
645	22	AT&T	Phone Service	\$90.00	
646	23	AT&T	Phone Service	\$1,710.00	
648	24	AT&T	Phone Service	\$510.24	
Total:				<u>\$3,824.28</u>	
<b>148-Drug Court Participant</b>					
<b>148DCP-200</b>					
56	3	U. S. Cellular	Phone Service	\$81.97	
Total:				<u>\$81.97</u>	