

NOTICE OF MEETING

ROGERS COUNTY EXCISE BOARD

PLACE: Rogers County Courthouse, 200 South Lynn Riggs Blvd.
Commissioners' Meeting Room, Claremore, Oklahoma

DATE & TIME: Monday, March 14, 2016 at 1:00 O'clock P.M.

MINUTES

*****CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION TO BE TAKEN ON THE FOLLOWING LISTED ITEMS ON THE AGENDA:**

ITEM 1: CALL TO ORDER: Chairman Mullen called the meeting to order at 1:00 p.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 Buck Mullen and Members Lesli Browand and Brandi Payne were present and quorum established.

ITEM 3: APPROVAL OF MINUTES: February 8, 2016 Regular Meeting- Mullen made a motion to approve and Browand seconded. Roll call: Mullen-aye, Browand – aye, Payne – aye. Motion carried.

ITEM 4: UNFINISHED BUSINESS: None presented.

ITEM 5: CASH FUND ESTIMATE OF NEEDS & REQUESTS FOR APPROPRIATIONS:

1. 003 Courthouse Bond Proceeds \$142,320.73
2. 101 T-Highway \$288,217.55
3. 105 CBRIF \$49,765.19
4. 113 Property Resale \$45,880.64
5. 115 Health Department \$3,690.09
6. 115 Health Department \$34,617.57
7. 118 Sheriff Jail Turnpike Authority \$16,931.79
8. 119 Sheriff Civil Fees \$21,608.69
9. 121 County Clerk Lien Fees \$805.00
10. 122 Treasurer Cert. Fees \$1,450.00
11. 124 County Clerk Preservation \$7,065.00
12. 125 Engineering Fees \$2,110.30
13. 127 Sheriff Commissary \$25,459.76
14. 128 Courthouse Sec/Shrf Fees \$7,818.78
15. 129 Sheriff Courthouse Secure \$3,486.54
16. 131 Law Library \$3,882.69
17. 135 Criminal Justice Authority \$254,270.74
18. 137 Sheriff Jail \$327.02
19. 139 Dispatch Consolidated Serv. \$5,916.66
20. 140 Wireless Prepay 911 Fee \$6,049.30
21. 141 Wireless Services \$37,669.72
22. 142 E-911 Addressing \$6,421.87
23. 150 Plan Comm. Fee \$250.00
24. 172 C.D.B.G. Grants \$82,000.00
25. 175 Assessor Revolving \$190.00
26. 180 Court Clerk Revolving \$8,491.78

Cities and Towns:

1. Town of Oologah: Operations and Maintenance \$963.66
Purchasing Agent Megan Jackson explained that number 24 for CDBG grants was approved by the BOCC this morning and I called Ben to see if anything special needed to be done here, but I couldn't get ahold of him. There was a question about 105 and the addition being off. Megan explained that Teresa noticed it but Christine is out so I think it's gonna have to be corrected next month. Ben Lepak, ADA, came in and explained that they are actually wanting a letter of intent on the CDBG grant, but stated they could go ahead and approve it and then come back

to it later if they needed to do something different. Ms. Payne asked Lepak if he received her email and he explained that it was really more complicated, but his conclusion is she can serve but she may have to recuse herself from voting on things that impact her business. Ms. Payne stated her concerns about doing business with them. She had attended the Equalization Board training and one of the things that was mentioned that if you do business with the county, then you can't serve. Browand made a motion to approve and Payne seconded. Roll call: Mullen-aye, Browand – aye, Payne – aye. Motion carried.

ITEM 6: ACKNOWLEDGE TRANSFER OF FUNDS:

1. 04-200 Sheriff M&O to 04-400 Sheriff Capital Outlay, \$200.00
2. 81T-200 M&O to 81T-130 Travel \$3,000.00 -
3. 83T-200 T-Highway M&O to 83T-130 T-Highway Travel \$5,000.00 -
4. Temporary transfer of funds from 001 General Fund to 004 One Cent Sales Tax Fund to repay temporary transfer made on 8/13/2015 \$1,000,000.00 -
5. Temporary transfer of funds from 001 General Fund to 004 One Cent Sales Tax Fund to repay temporary transfer made on 9/4/2015 \$1,000,000.00 -
6. 82ST-400 Capital Outlay to 81 ST-400 Capital Outlay \$84,890.00 –
7. 82ST-200 M&O to 82ST-110 Salaries \$67,000.00 –
8. Temporary Transfer of Funds from General Fund (001) to T-Highway Fund (101) \$500,000 to repay temporary transfer made on 9/21/2015-
9. Temporary Transfer of Funds from General Fund (001) to Property Resale Fund (113) \$350,000.00 to repay temporary transfer made on 11/09/2015–
10. 81T-200 M&O to 84T-200 M&O, \$6,000.00; 82T-200 M&O to 84T-200 M&O, \$6,000.00; 83T-200 M&O to 84T-200 M&O, \$6,000.00 for a total of \$18,000.00 -
11. 83ST-200 1-Cent M&O \$65,000.00 to 83ST-110 Salaries \$20,000.00 and 83ST-348 Sales Tax Lease Equipment \$45,000.00 -
12. 82ST-200 M&O to 82ST-110 Personal Services \$75,000.00 -
13. 83ST-200 1-Cent Sales Tax M&O to 83ST-400 1-Cent Sales Tax Capital Outlay \$14,000.00 -

Browand made a motion to approve and Payne seconded. Roll call: Mullen-aye, Browand – aye, Payne – aye. Motion carried.

ITEM 7: APPOINTMENTS/NEW HIRES:

1. Erica Brown- Sheriff's Office – full-time with benefits - \$2534 monthly -
2. Adam Earnest – Sheriff's Office– Full time with benefits - \$2534 monthly
3. Kloe Henry – Jail – Part-time, no benefits - \$12.00 hourly -
4. Cheryl Raines – County Clerk - temporary full-time, no benefits - \$12.00 hourly –
5. Michael W. Smalley – District 2, full-time with benefits - \$2968 monthly –

Browand made a motion to approve and Mullen seconded. Roll call: Mullen-aye, Browand – aye, Payne – aye. Motion carried.

ITEM 8: AGENDA ITEMS:

1. Kristy Hall – County Clerk part-time, resigned –
2. Supplemental estimate for Catoosa Public Schools District No.2:
 - A. Building Fund \$28,876.22
 - B. General Fund \$63,493.60
3. Discussion and possible action regarding budget planning with statute compliance -Payne stated she had spoken with the Atoka County Clerk when she was attending training last month and how the strong language was used to the fire departments and others to get the budgets turned in and that if the budgets are not turned in a timely manner, the excise board can set those budgets. She further stated that she is not prepared to do that but would like to discuss this when County Clerk Robin Anderson could be present. She thinks more people should get involved and would like to push this to the next meeting to chat about it. ***NOTE*** This was not officially voted on to table until the next meeting but was listed on the April 11, 2016 agenda as a tabled item.

Browand made a motion to approve agenda items and Payne seconded. Roll call: Mullen-aye, Browand – aye, Payne – aye. Motion carried.

ITEM 9: 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 10: RECESS OR ADJOURNMENT: Payne made a motion to adjourn and Browand seconded. Roll call: Mullen-aye, Browand – aye, Payne – aye. Motion carried at 1:24 p.m.

ROGERS COUNTY EXCISE BOARD

(SEAL)

BY: _____
Robin Anderson, County Clerk

Notice of said meeting was filed in the Office of the County Clerk on March 11, 2016 at 12:38 p.m. and posted in the public display case near the front door entrance to the courthouse and on the county website.