

**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, May 16, 2016 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:** DeLozier called the meeting to order at 9:04 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 Commissioner 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 pledge of allegiance to the American Flag.

**ITEM 4: INVOCATION:** County Clerk Robin Anderson led a prayer.

**ITEM 5: APPROVE/DISAPPROVE MINUTES:** May 9, 2016 Regular Meeting – Burrows stated he didn't read them and made a motion to table one week and DeLozier seconded. Roll Call: DeLozier – 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 – None presented.

**ITEM 7: ANNOUNCEMENTS:** None presented.

**ITEM 8: UNFINISHED BUSINESS:** Approve/Disapprove minutes: May 2, 2016 Regular Meeting –  
\*\*NOTE\*\*this item was tabled from May 9, 2016 – Burrows asked about the note on Item 11 that ODOT had never received the documents from District 2 and whether that was discussed in the meeting. Ms. Anderson stated the County Clerk can make notes to minutes. Burrows stated it was unknown whether ODOT received them from District 2. District 2 Foreman Benny King stated ODOT had received the documents and their office had lost them. Ms. Anderson stated she had heard something different a couple of months ago but this could be corrected. DeLozier stated the ODOT had lost them. Burrows asked how much additional time it took to email the minutes to the Commissioners. Ms. Anderson stated about five minutes. Burrows asked if there was any reason why they weren't receiving the minutes by email. Ms. Anderson stated sometimes it was Monday morning before she finished the minutes. Burrows stated he had never received them less than Friday afternoon. Burrows stated it would be helpful to have them emailed so they can be reviewed over the weekend. Ms. Anderson stated sometimes she forgets so she's not going to promise anything. Burrows stated Ms. Anderson had already agreed to it and he's asking if she would do it. Ms. Anderson stated she didn't know how long he wanted them done (emailed) at that time. She added that statutorily, she is providing them as she's supposed to. She stated that last week, she was late to the meeting because she was waiting on a doctor to return a phone call and when she listened to the recording, Burrows had said in the public meeting that the minutes weren't provided when in reality, they were prepared and Burrows just hadn't taken the time to read them. Burrows stated he understood but they are in the Clerk's office so if he wanted to read them, he has to go to her office. \*\*\*NOTE\*\*\*Historically, the minutes and agenda are printed and ready for the commissioners to review before the meeting. The commissioners usually come to the county clerk's office to sign purchase orders on Friday afternoon or early Monday morning and that is when they pick up their copies.\*\*\*If they were emailed, it would give them the weekend to review. Ms. Anderson stated the standard procedure is to have them for the Commissioners in her office. DeLozier stated he understood it was standard procedure but asked why they couldn't just simply be emailed. Ms. Anderson stated that sometimes she forgets and Burrows has been irate before when she's forgotten to email them. DeLozier stated they weren't going to get into all of that but the minutes need emailed on Friday's. Ms. Anderson added again that it has never been the standard procedure. DeLozier stated it was a simple courtesy because if they have them, they have the chance to review them. DeLozier asked if she could have somebody that works for her do them and Ms. Anderson stated the employee forgets too. Ms. Anderson stated she would try but she might forget because sometimes she works until 7 o'clock trying to finish them or another project and then has a grandchild's ballgame or something to rush to. DeLozier made a motion to approve the minutes with the note about ODOT taken out and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.

**ITEM 9: ZONING:** None presented.

**ITEM 10: PLATS:**

1. Public hearing with discussion and possible action on the request of Final Plat Approval for The Bluffs at Stone Canyon Phase III. APPLICANT: C.A.B.O. Development CO., L.L.C. CURRENT ZONING: RS-20 Underlying). LEGAL DESCRIPTION:

A TRACT OF LAND LOCATED IN THE WEST HALF (W/2) OF SECTION ONE (1) AND THE EAST HALF (E/2) OF SECTION TWO (2) TOWNSHIP TWENTY (20) 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, STATE OF OKLAHOMA; BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NW CORNER OF SECTION 1, T-20-N, R-14-E, I.B.&M.; THENCE S 01°16'44" E ALONG THE WEST LINE OF SAID SECTION 1 A DISTANCE OF 2,161.31 FEET TO THE POINT OF BEGINNING; THENCE S 65°13'23" E A DISTANCE OF 55.69 FEET; THENCE S 75°48'44" E A DISTANCE OF 117.53 FEET; THENCE S 53°18'00" E A DISTANCE OF 197.29 FEET; THENCE N 83°12'29" E A DISTANCE OF 292.62 FEET; THENCE S 61°08'47" E A DISTANCE OF 624.11 FEET; THENCE S 45°36'16" E A DISTANCE OF 662.89 FEET; THENCE S 74°58'20" E A DISTANCE OF 95.53 FEET; THENCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 465.00 FEET, A CENTRAL ANGLE OF 04°55'53", A CHORD LENGTH OF 40.01 FEET, A CHORD BEARING OF N 43°26'31" E, A DISTANCE OF 40.02 FEET; THENCE N 45°54'27" E A DISTANCE OF 140.66 FEET; THENCE S 44°05'33" E A DISTANCE OF 30.00 FEET; THENCE S 45°54'27" W A DISTANCE OF 142.24 FEET; THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 210.85 FEET, A CENTRAL ANGLE OF 10°41'59", A CHORD LENGTH OF 39.32 FEET, A CHORD BEARING OF S 40°33'24" W A DISTANCE OF 39.37 FEET; THENCE S 35°12'25" W A DISTANCE OF 61.04 FEET; THENCE N 45°36'16" W A DISTANCE OF 405.46 FEET; THENCE N 54°28'37" W A DISTANCE OF 401.08 FEET; THENCE N 57°07'42" W A DISTANCE OF 274.01 FEET; THENCE S 35°46'08" W A DISTANCE OF 305.00 FEET; THENCE S 54°13'52" E A DISTANCE OF 10.30 FEET; THENCE S 35°46'08" W A DISTANCE OF 138.64 FEET; THENCE S 87°17'32" W A DISTANCE OF 320.86 FEET; THENCE S 02°42'28" E A DISTANCE OF 210.83 FEET; THENCE S 87°17'32" W A DISTANCE OF 22.33 FEET; THENCE S 02°42'28" E A DISTANCE OF 284.79 FEET; THENCE S 87°17'32" W A DISTANCE OF 6.26 FEET; THENCE S 87°15'12" W A DISTANCE OF 125.63 FEET; THENCE S 80°19'15" W A DISTANCE OF 138.22 FEET; THENCE S 72°50'47" W A DISTANCE OF 298.31 FEET; THENCE N 84°56'52" W A DISTANCE OF 64.14 FEET; THENCE S 36°00'32" W A DISTANCE OF 302.27 FEET; THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 330.00 FEET, A CENTRAL ANGLE OF 13°54'36", A CHORD LENGTH OF 79.92 FEET, A CHORD BEARING OF S 60°56'46" E, A DISTANCE OF 80.12 FEET; THENCE S 36°50'18" W A DISTANCE OF 144.39 FEET; THENCE S 39°06'52" W A DISTANCE OF 60.45 FEET; THENCE N 34°21'03" W A DISTANCE OF 216.14 FEET; N 55°38'57" E A DISTANCE OF 3.91 FEET; THENCE N 34°21'03" W A DISTANCE OF 274.37 FEET; THENCE S 63°17'51" W A DISTANCE OF 35.57 FEET; THENCE N 20°19'30" W A DISTANCE OF 506.43 FEET; THENCE N 69°40'30" E A DISTANCE OF 28.69 FEET; THENCE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 170.00 FEET, A CENTRAL ANGLE OF 13°26'33", A CHORD LENGTH OF 39.79 FEET, A CHORD BEARING OF N 62°57'13" E A DISTANCE OF 39.88 FEET; THENCE N 56°13'57" E A DISTANCE OF 90.10 FEET; THENCE N 33°46'03" W A DISTANCE OF 459.62 FEET; THENCE N 70°10'55" E A DISTANCE OF 227.51 FEET; THENCE N 57°49'29" E A DISTANCE OF 174.68 FEET; THENCE N 32°42'33" E A DISTANCE OF 157.94 FEET; THENCE N 88°19'53" E A DISTANCE OF 154.27 FEET; THENCE N 53°22'21" E A DISTANCE OF 62.67 FEET; THENCE N 33°05'29" E A DISTANCE OF 232.56 FEET; THENCE S 82°41'22" E A DISTANCE OF 226.38 FEET; THENCE S 65°13'23" E A DISTANCE OF 165.24 FEET TO THE POINT OF BEGINNING, AND CONTAINING 45.47 ACRES, MORE OR LESS.

Planning Commission Director Larry Curtis asked that by the request of the applicant, this be struck from the agenda. They are making some minor modifications that doesn't have anything to do with the public side but does have to do with the private side. DeLozier made a motion to strike and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.

**ITEM 11: ROADS & BRIDGES:**

1. District No.2: Approval and signing of construction plans for Rogers County Bridge 59A, Old Highway 169 Bridge Rehabilitation Project over Four Mile Creek, Job Piece No. J/P 32517 – Guy Engineering representative Brian Kellogg stated they are rapidly approaching being able to let this project. The bridge has gone very smooth so far. It's a non-eventful set of plans. DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
2. Resolution # 2016 – 187 NEPA Checklist Resolution Project #SBR-266D (044) SB Rogers County Bridge 59A – Four Mile Bridge Rehabilitation Project J/P 32517 - District 2 - Kellogg stated we have gone through the archeological department at the University of Oklahoma, US Fish and Wildlife. Basically, this puts the burden on Rogers County. We aren't excavating or buying right of way or utilities. DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
3. Discussion and possible action regarding a contract/agreement between Rogers County and Belongia Consultants, Inc. for geotechnical engineering services on Southaven Phase I Road Improvement Project – Burrows stated he has worked with them in the past and they are fair in their pricing and also very quick. Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
4. Discussion with possible action regarding unattainable lien waiver for easement on bridge replacement project on E. 600 Road in Inola. – District 3 – Kellogg stated this is a very inexpensive right of way acquisition. Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.

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

**ITEM 13: TRANSFER OF FUNDS:**

1. 82ST-200 M&O to 82ST-110 Personal Services \$150,000.00 –
2. 81 ST-200 M&O to 81 ST-110 Salaries \$110,000.00 –

DeLozier made a motion to approve Item 13:1-2 and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.

**ITEM 14: UTILITY PERMITS:**

1. RWD#2 Rogers County –To - bore cross County Highway or Local Road NS 1438 approximately 0.09 miles south of NS 4138 & EW 450 Jct. and further described as: 1,317 feet west & 460 feet south of the northeast corner of Section 25 Township 22 Range 16 Rogers County - District 1 – Curtis asked that this item be struck from the agenda due to a scrivener's error by the applicant. DeLozier made a motion to strike and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
2. RWD#2 Rogers County –To - bore cross County Highway or Local Road EW 450 approximately 0.25 miles west of NS 4190 & EW 450 Jct. and further described as: 1,331 feet

west of the southeast corner of Section 24 Township 22 Range 16 Rogers County. - District 1 DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –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 –
  - District 1 to Kirby Smith, \$12,500.00
  - District 3 to R&S Auto Parts, \$1,000.00
  - District 3 to Stillwater Milling, \$300.00
  - District 3 to Oklahoma Turnpike Authority, \$75.00
  - District 3 to Lowes, \$750.00
  - District 3 to Tri-Star Roll-Off, \$2,560.00
  - District 3 to Anchor Stone, \$3,000.00
  - District 3 to APAC, \$3,000.00
  - District 3 to Anchor Stone, \$3,250.00
2. Orders Exceeding Amount of Issuance - None presented.

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

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

**ITEM 18: AGENDA ITEMS:**

1. Discussion and possible action regarding an Interlocal Agreement between the City of Claremore and Rogers County for 911 Consolidation – Burrows stated the City of Claremore needs more time and made a motion to strike from the agenda. DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
2. Resolution Accepting Beneficial Interest in the Northeast Oklahoma Enhanced 9-1-1 Trust Authority -
3. Appointment of Ron Burrows as Trustee No. 1 of the Northeast Oklahoma Enhanced 9-1-1 Trust Authority -
4. Appointment of Kenneth Brent Trease as Trustee No. 2 of the Northeast Oklahoma Enhanced 9-1-1 Trust Authority -
5. Appointment of Steven Gregory Savage as Trustee No. 3 of the Northeast Oklahoma Enhanced 9-1-1 Trust Authority – Burrows made a motion to strike Item 18:2-5 as the City of Claremore needs more time. DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
6. Discussion and possible action regarding awarding a bid by written bid to JJ Chapman Construction, LLC for the purchase of a storage building kit at District 1. JJ Chapman Construction bid \$19,772.44 – DeLozier stated there were three bids received. DeLozier was not taking the low bid because the low bidder bid the trusses at five foot centers and DeLozier had asked for four foot centers. JJ Chapman was the next low bid and they bid everything as asked. DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
7. Review Bid 683 – Asphalt overlay before it's let (District 3) – DeLozier asked King if he only had the one project and King agreed he did. DeLozier asked how far the project is and King stated it was roughly 4.5 miles. King is working with the City of Owasso and they will split the cost with them. King stated the City of Owasso would just reimburse us for half of the cost of the project or we would each pay the awarded bidder half of the cost. Burrows asked if King was good with the bid and King agreed he was. DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
8. Invoice #574956 from Riggs, Abney, Neal, Turpen, Orbison, & Lewis through April 30, 2016 for the Rogers County Enhanced 911 Trust Authority \$1,443.75 – Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
9. Requisitioning Officers and Receiving Agents – add Lesley Price in replacement of Mary F. Garvey as Receiving Officer for the Rogers County Health Department – Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.

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

**ITEM 22: RECESS OR ADJOURNMENT:**

DeLozier made a motion to adjourn and Burrows seconded. Roll Call: DeLozier – aye, Burrows – aye. Motion carried at 9:48 AM.

BOARD OF COUNTY COMMISSIONERS  
ROGERS COUNTY, OKLAHOMA

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

(Seal)

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

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

*Notice of said meeting was filed in the Office of the County Clerk on **Thursday, May 12, 2016 at 6:04 p.m.** and posted in the public display case near the front door entrance to the courthouse and on the county website. All items to be submitted for the agenda must be original documents and must be in the County Clerk's office by 12:00 p.m. on Thursday before the scheduled meeting on Monday.*