

## 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, August 1, 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 9:00 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 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:** July 25, 2016 Regular Meeting – Burrows made a motion to approve 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:**
1. Discussion and possible action regarding each department's Inventory Summary –  
\*\*\*NOTE\*\*\*This item was tabled from July 25, 2016 – Ms. Anderson stated E-911 hasn't turned in their inventory. DeLozier made a motion to table one more week and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
  2. Review Bid 686 – Salt before it's let (District 3) - \*\*\*NOTE\*\*\*This item was tabled from July 25, 2016 – Purchasing Agent Megan Jackson stated the state contract for road salt is ending in September so to purchase from that would be a one-time purchase and then wait for the state contract to be bid again. The other option would be to go out for bid and see what pricing comes back with that. There was discussion about the options. Burrows stated he wanted to go out for bid. Ms. Jackson stated they could do a bid that would end December 31, 2016 and then be put on the three or six month bid list or it could be bid as a onetime purchase. There was discussion about possible revisions to the bid. DeLozier made a motion to approve the bid and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
- ITEM 9: ZONING:** None presented.
- ITEM 10: PLATS:** None presented.
- ITEM 11: ROADS & BRIDGES:**
1. Discussion and possible action regarding Programming Resolution 2017 – 26 for a Low Water Crossing on 4130 Rd just north of 330 Rd. and a CIRB application for this project -  
\*\*\*NOTE\*\*\* This should read 4310 Road. It was submitted to the Clerk's office as 4130 Rd. DeLozier stated this was on the Rogers / Craig County line. DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
  2. Discussion and possible action regarding approximately .67 mile of East 490 Road, located in Section 9, Township 21 North, Range 17 East. This portion of roadway was taken into the county road maintenance system on March 31, 1997 and then removed again on May 12, 1997. After review of available records it appears the road has been continuously maintained. We are therefore making it officially part of the county maintenance system and have confirmed the road is currently up to county road standards. We will maintain the asphalted portion of East 490 Road from intersection of South 4210 Road and continuing east approximately .67 miles. Lepak asked if this would be in the road book and Burrows agreed it would. 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:** None presented.

**ITEM 14: UTILITY PERMITS:**

1. RWD#3 Rogers County – To - bore cross County Highway or Local Road NS 4180 Rd. approximately 0.416 miles north of EW 380 & NS 4180 Rd. junction and further described as: 2,196 feet north of the southwest corner of Section 13 Township 23 Range 16 Rogers County. District 1 – Planning Commission 1<sup>st</sup> Deputy Randy Jones stated the Planning Commission recommended approval. 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 –
  - Sheriff to Froman Oil Company, \$250.00
  - Sheriff to O'Reilly, \$250.00
  - Sheriff to Visa Card Services, \$2000.00
  - Sheriff to Performance Food Group, \$18000.00
  - Planning Commission to District 3, \$749.22
  - District 3 to APAC, \$3000.00
  - Sheriff to District 1, \$2000.00
  - Sheriff to O'Reilly, \$500.00
  - Sheriff to Speedy Lube, \$250.00
  - Sheriff to Finish Line Fuel, \$15000.00
  - Sheriff to R&S Auto Parts, \$300.00
  - Sheriff to Pixley Lumber Company, \$300.00
  - Sheriff to Fastenal, \$500.00
  - Sheriff to Locke Supply, \$500.00
  - Sheriff to Warehouse Market, \$500.00

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

2. Orders Exceeding Amount of Issuance - None presented.

**ITEM 17: GRANTS:**

1. Discussion and possible action regarding holding a closeout hearing for 15962 CDBG 14 (Rogers Co RWD #3 Tacora Plant Project Phase I) – Andy Armstrong stated the notice was posted properly for the closeout hearing today. DeLozier made a motion to open a public hearing and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried at 9:19 AM. DeLozier asked for any comments and none presented. DeLozier made a motion to close public hearing and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried at 9:19 AM. No action taken.

**ITEM 18: AGENDA ITEMS:**

1. Engagement letter from Turner & Associates, PLC to compile the 2015-2016 report for the State Auditor – DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
2. Discussion and possible action regarding a Detention Services Agreement by and between the Rogers County Board of County Commissioners and ROCMND Area Youth Services, Inc. for the purpose of detaining juveniles at the Craig County Regional Juvenile Detention Center- DeLozier stated the price was going from \$17.01 to \$25.00. DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
3. Discussion and possible action regarding the non-profit organization “Light of Hope” requesting permission to use the Rogers County Courthouse parking lot for “family movie night” on September 29, 2016 from 6-10 p.m. – Assessor Scott Marsh stated Light of Hope is a community outreach association. Layla Freeman with Light of Hope spoke about their outreach and what they are doing to make the public aware of their services. They are hoping to do the family movie night on the same night the food trucks are downtown. Director of Facilities Ryan Baze stated he would need to be involved in the setup. DeLozier made a motion to approve pending legal review and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
4. Discussion and possible action regarding approval and acceptance by the Board of County Commissioners of a lease agreement between the Rogers County Public Health Facilities Authority (RCPHFA) and the Rogers County Health Department for use of real property owned by the RCPHFA – DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
5. Discussion and possible action regarding a resolution establishing initial funding for the NE Enhanced 911 Trust Authority, determining what account will be used to prepare a purchase order to initially fund \$50,000.00 along with the City of Claremore also funding \$50,000.00 to be expended by the Trust for start-up expenses – Burrows stated this was another step in

the process of consolidating E911. Currently, they are being funding through the county and in order for them to start paying the bills, they need some startup money. The money is 911 directed anyway. January 1<sup>st</sup>, 2017 is the target date to have them completely independent and truly consolidated. DeLozier stated there is already a 911 budget. Undersheriff Jon Sappington stated there is \$150,000.00 in the account, give or take. Sappington recommended using those funds because that is what the county's contributions are. Burrows stated that was account 43. Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried. Ms. Jackson stated it was 43D, not just 43.

- 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



(Seal)

By: Megan Jackson, deputy  
Robin Anderson, Rogers County Clerk

BOARD OF COUNTY COMMISSIONERS  
ROGERS COUNTY, OKLAHOMA

Dan DeLozier  
Chairman Dan DeLozier

Ron Burrows  
Commissioner Ron Burrows

*Notice of said meeting was filed in the Office of the County Clerk on Thursday, July 28, 2016 at 4:23 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.*

Fiscal Year:  
2015-2016

## Purchase Orders by Account

Approved  
From: 8/1/2016  
To: 8/1/2016

<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>06-200</b>					
9706	4184	Cox Business	Internet Services	<u>\$164.95</u>	
				Total:	<u>\$164.95</u>
<b>20-200</b>					
5213	4176	AT&T Long Distance	Long Distance Service	\$144.07	
5780	4177	GGEDA/Rogers County	Professional Services	\$2,500.00	
5788	4178	Riggs Abney Neal	Professional Services	\$2,186.63	
7829	4179	City Of Claremore	Utilities	<u>\$929.83</u>	
				Total:	<u>\$5,760.53</u>
<b>20-402</b>					
9114	4181	SGA Design Group PC	Building Improvement	<u>\$1,564.17</u>	
				Total:	<u>\$1,564.17</u>
<b>22-200</b>					
9186	4182	U-Haul International	Equipment	\$164.25	
9217	4183	Community Of Christ	Services	<u>\$50.00</u>	
				Total:	<u>\$214.25</u>
<b>23-200</b>					
8008	4180	Curtis, Larry	Reimbursement	<u>\$188.94</u>	
				Total:	<u>\$188.94</u>
<b>004-1 Cent Sales Tax</b>					
<b>81ST-200</b>					
9727	2061	APAC-Central Inc	Road Materials	<u>\$30,369.63</u>	
				Total:	<u>\$30,369.63</u>
<b>83ST-200</b>					
8612	2060	Guy Engineering Service	Engineering Service	<u>\$8,441.00</u>	
				Total:	<u>\$8,441.00</u>
<b>101-T-Highway</b>					
<b>81T-200</b>					
8508	2549	P & K Equipment	Supplies	\$312.28	
8803	2550	Tulsa Emergency Medical Center	D O T Physical	\$60.00	
9245	2554	Verdigris Valley Electric	Electric Service	\$65.26	
9470	2556	Tri-Star Roll-Offs	Dumpster	<u>\$320.00</u>	
				Total:	<u>\$757.54</u>
<b>83T-130</b>					
7812	2548	Hilton Garden Inn Quail Springs	Lodging	\$196.00	
9431	2555	Hampton Inn	Lodging	<u>\$178.00</u>	
				Total:	<u>\$374.00</u>
<b>83T-200</b>					
9009	2551	Public Service Of Oklahoma	Electric Service	\$29.52	
9012	2552	Public Service Of Oklahoma	Electric Service	\$165.82	
9053	2553	Verdigris Valley Electric	Electric Service	\$31.79	
9517	2557	Chelsea Reporter	Publications	\$41.75	
9608	2558	Chelsea Reporter	Publish Bids	<u>\$40.30</u>	
				Total:	<u>\$309.18</u>
<b>115-Health Department</b>					
<b>26-200</b>					
6784	577	Claremore Welding Supply	Oxygen	<u>\$22.45</u>	
				Total:	<u>\$22.45</u>
<b>26-400</b>					
5891	576	Imajenus	Installation	<u>\$58,597.01</u>	
				Total:	<u>\$58,597.01</u>
<b>127-Sheriff Commissary</b>					
<b>04SC-200</b>					
7638	278	Charm-Tex Inc	Supplies	<u>\$1,845.24</u>	
				Total:	<u>\$1,845.24</u>

Fiscal Year:  
2016-2017

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<b>001-General</b>					
<b>04-200</b>					
760	282	Office Everything	Office Supplies	\$173.49	
800	284	Wal-Mart (Sheriff)	Supplies	\$34.85	
941	286	Public Service Of Oklahoma	Utilities	\$35.65	
947	287	Tulsa Connect	Email Service	\$1,440.00	
			Total:	\$1,683.99	
<b>04-250</b>					
586	277	Auto Definitions	Window Tinting	\$500.00	
			Total:	\$500.00	
<b>09-200</b>					
841	282	Office Everything	Office Supplies	\$100.50	
			Total:	\$100.50	
<b>10-200</b>					
306	274	Preferred Business Systems LLC	Copier Lease Agreement	\$261.91	
639	278	Print Shop	Envelopes	\$191.00	
640	279	Print Shop	Forms	\$71.00	
			Total:	\$523.91	
<b>14-200</b>					
658	280	Business Imaging Systems Inc	Toner	\$180.00	
			Total:	\$180.00	
<b>16-200</b>					
521	276	Happy Time Vending	Water Service	\$480.00	
716	281	Happy Time Vending	Water Filters	\$40.00	
			Total:	\$520.00	
<b>17-200</b>					
902	285	Lowes-District #1	Equipment	\$94.97	
			Total:	\$94.97	
<b>19-200</b>					
192	272	AT&T Mobility	Wireless Service	\$38.75	
198	273	Verizon Wireless	Wireless Service	\$40.01	
			Total:	\$78.76	
<b>22-200</b>					
786	283	Rogers County Election Board	Election Board/Expense	\$80.37	
			Total:	\$80.37	
<b>23-200</b>					
974	282	Office Everything	Computer/Hardware/Supplies	\$28.21	
			Total:	\$28.21	
<b>24B-200</b>					
423	275	Keystone Flex Administrators LLC	Flex Admin Fee	\$550.00	
			Total:	\$550.00	
<b>44-200</b>					
968	288	U. S. Cellular	Phone Service	\$104.12	
			Total:	\$104.12	
<b>83-130</b>					
149	271	Burrows, Ron	Travel/Expenses	\$358.04	
			Total:	\$358.04	
<b>91-200</b>					
970	289	Turf/Land Equipment	Lawnmower Supplies	\$703.40	
			Total:	\$703.40	
<b>004-1 Cent Sales Tax</b>					
<b>81ST-200</b>					
467	126	Southern Tire Mart	Tire Repair	\$870.80	
699	132	Ergon Asphalt & Emulsions	Road Materials	\$250.46	
710	133	P & K Equipment	Parts	\$240.27	
711	133	P & K Equipment	Parts/Supplies	\$314.17	
729	135	Anchor Stone Company	Road Materials	\$680.64	
730	136	Kirby-Smith Machinery	Equipment/Repairs/Maint./Supplie	\$576.92	
750	137	Anchor Stone Company	Road Materials	\$578.46	
787	132	Ergon Asphalt & Emulsions	Road Materials	\$231.60	
788	140	Anchor Stone Company	Road Materials	\$1,238.58	
823	141	Anchor Stone Company	Road Materials	\$251.46	
			Total:	\$5,233.36	
<b>82ST-200</b>					
563	127	Bruckner Truck Sales (Tulsa)	Vehicle Repair	\$3,013.78	
569	128	APAC-Central Inc	Road Materials	\$331.34	
618	129	APAC-Central Inc	Road Materials	\$473.87	
619	130	APAC-Central Inc	Road Materials	\$733.68	
624	131	Mid Continent Concrete Co Inc	Concrete	\$375.00	

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2016-2017

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765	139	Interstate All Battery Center Owass	Mower/Blades/Parts/Repairs/Tires	<u>\$125.10</u>	
<b>82ST-400</b>				Total:	
725	134	Kents Custom Cars & Trucks	Truck	<u>\$10,000.00</u>	
<b>83ST-200</b>				Total:	
757	138	Froman Oil & Propane	Fuel/Unleaded & Or Diesel	\$9,792.45	
924	142	Claremore Tire Center	Tire Repair	<u>\$15.00</u>	
				Total:	
				<u>\$9,807.45</u>	
<b>101-T-Highway</b>					
<b>81T-200</b>					
41	101	Cintas Corporation 063	Uniform Rental	\$870.80	
465	103	Play 2 Win	Shirts	\$855.10	
549	105	Quill Corporation	Supplies	\$120.96	
551	106	Kirby-Smith Machinery	Parts	\$63.48	
600	107	Kirby-Smith Machinery	Equipment/Repairs/Maint./Supplie	\$112.00	
697	108	Kirby-Smith Machinery	Parts	\$68.00	
698	109	Kirby-Smith Machinery	Parts	\$165.54	
752	111	Goodyear	Tires	\$261.40	
798	113	All American Fire Systems Inc	Fire Extinguishers/Refill/Service C	\$240.00	
971	116	P & K Equipment	Parts/Supplies	<u>\$107.55</u>	
				Total:	
				<u>\$2,864.83</u>	
<b>82T-200</b>					
767	112	Cintas Fas Lockbox 636525	First Aid/Supplies	<u>\$302.59</u>	
				Total:	
				<u>\$302.59</u>	
<b>83T-200</b>					
43	102	Lowes Home Center	Various Projects/Supplies	\$463.89	
518	104	Tri-Star Roll-Offs	Dumpster	\$2,440.00	
712	110	Adventure Signs LLC	Signs	\$81.00	
838	114	Cintas Fas Lockbox 636525	First Aid/Supplies	\$47.63	
839	115	Oklahoma Dept Of Labor	Training	<u>\$25.00</u>	
				Total:	
				<u>\$3,057.52</u>	
<b>115-Health Department</b>					
<b>26-200</b>					
319	9	Pitney Bowes	Postage Meter Lease	\$163.00	
322	10	U. S. Cellular	Cell Phone Service	\$264.16	
324	11	United Linen	Towel and Rug service	\$56.36	
329	12	Darryl Reed DDS	Dental Services	\$840.00	
332	13	C & M Landscape	Grounds & Lawn Maintenance	\$1,200.00	
337	14	Harris, Robyn	Dental Services	\$195.00	
341	15	Orkin Pest Control	Pest Control	\$127.42	
555	16	Merck Sharp & Dohme Corp	Medication	\$6,741.68	
630	17	Admiral Express Office Supply	Office Supplies	\$585.25	
631	18	Graingers	Supplies	\$52.83	
704	19	Varidesk LLC	Office Furniture	\$2,370.00	
806	20	Henry Schein Inc	Medical Supplies	\$551.92	
827	21	Lowes Home Center	Office Supplies	\$55.28	
828	22	All Maintenance Supply	Supplies	\$166.60	
829	23	C & M Landscape	Services	<u>\$400.00</u>	
				Total:	
				<u>\$13,769.50</u>	
<b>119-Sheriff Civil Fees</b>					
<b>04CF-200</b>					
386	18	Meeks Group	Sign(s)/Post/Supplies/Repairs	<u>\$637.50</u>	
				Total:	
				<u>\$637.50</u>	
<b>121-County Clerk Lien Fees</b>					
<b>10LF-200</b>					
797	6	Office Everything	Supplies	<u>\$769.74</u>	
				Total:	
				<u>\$769.74</u>	
<b>127-Sheriff Commissary</b>					
<b>04SC-200</b>					
764	15	Keefe Commissary	Inmate Commissary	\$2,670.71	
1018	16	Wal-Mart (Sheriff)	Inmate Supplies	<u>\$17.70</u>	
				Total:	
				<u>\$2,688.41</u>	
<b>137-Sheriff Jail</b>					
<b>04SJ-200</b>					
389	70	Cox Business	Services	\$129.95	

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2016-2017

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507	71	U. S. Cellular	Cell Phone Service	\$272.76	
588	73	DNR Services	Freezer Repair	\$1,589.29	
627	74	Charm-Tex Inc	Jail Supplies	\$166.80	
681	75	Mullin Plumbing	Plumbing/Parts/Repair	\$192.00	
799	76	Aztec Locksmith	Keys/Duplicated/Locks/Excessori	\$8.40	
825	77	Turf/Land Equipment	Weedeater Repairs/Supplies	\$199.99	
942	78	AT&T	Phone Service	\$649.65	
				Total:	
04SJ-204				\$3,208.84	
515	72	ESW Correctional Healthcare	Inmate Medical	\$70,833.34	
				Total:	
				\$70,833.34	
<b>141-Wireless Services</b>					
<b>41-200</b>					
913	20	INCOG-E911	Phone Service	\$1,886.57	
				Total:	
				\$1,886.57	
<b>142-E-911 Addressing</b>					
<b>42-200</b>					
719	11	Quill Corporation	Office Furniture	\$202.99	
				Total:	
				\$202.99	