

**NOTICE OF SPECIAL MEETING**

BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA

**PLACE:** Commissioners Meeting Room, 1<sup>st</sup> Floor, Rogers County Courthouse  
200 S. Lynn Riggs Blvd, Claremore, OK 74017  
**DATE & TIME:** Tuesday, November 28<sup>th</sup>, 2017 at 9:00a.m.

**MINUTES**

**\*\*\* DISCUSSION ONLY ON THE FOLLOWING LISTED ITEMS ON THE AGENDA:**

- ITEM 1: CALL TO ORDER:** Commissioner Burrow called meeting to order @ 9:04.
- ITEM 2: ROLL CALL TO ESTABLISH QUORUM:** Roll call –DeLozier – present, Hendrix – present, Burrows – present.  
Quorum established and determined that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act.
- ITEM 3: AGENDA ITEMS:**
1. County Commissioners will be present at the courthouse staff meeting to discuss department updates, inform employees, exchange information, collaborate, and provide tools necessary to accomplish objectives. No Board action will be taken.
  2. Courthouse monthly Safety Training requirements. - Hendrix.
    - Emergency Management director reports that participation from Courthouse Staff Employees has been declined.
    - Safety Training is scheduled for the 4<sup>th</sup> Thursday of each month in 1 hour increments in order to give each department staggered scheduled for employees.
    - Commissioners encourage employee participation as a priority.
  3. Address policies implemented by the County Clerk’s office regarding purchasing – Heidlage - tabled until December 12<sup>th</sup> staff meeting.
- ITEM 4: UPDATES BY DEPARTMENT:**
1. Assessor – Oologah residents have seen a major increase in millage due to PSO closures. Any questions regarding this should be forwarded to the Assessor Department.
  2. County Clerk – Presentation by Catherine Wooldridge with United Way.
  3. Court Clerk – Not Present
  4. Commissioner District #1 –Road Stripping and tree clearing on Right-of-Way; Commissioner District #2 – Maintenance mode, warehouse completed drivers simulation training; Commissioner District #3 – One-Cent Sales Tax is coming up for renewal, tax is 2/3 of road funding for Rogers County.
  5. Election Board – Not Present
  6. Emergency Management – see agenda item #2.
  7. Information Technology – Not Present.
  8. Judicial – Jury Term for year has closed.
  9. Maintenance – Sheriff Department construction on federal building has kicked off. Limited parking.
  10. OSU Extension – Erica Calhoun has taken position as 4-H Educator with OSU Extension.
  11. Planning Commission – Building permits and Plats for new Developments are up.
  12. Sheriff – Addressed Jail overcrowding and looking for solution.
  13. Treasurer – Key Card has been installed for employees to enter Treasurer Department. If your access card doesn’t work contact Steve Massey.
- ITEM 5: RECESS OF ADJOURNMENT:** Commissioner DeLozier motioned to adjourn, second Commissioner Hendrix; Roll call – DeLozier – Aye, Hendrix – Aye, Burrows – Aye @10:27a.m.

BOARD OF COUNTY COMMISSIONERS  
ROGERS COUNTY, OKLAHOMA

\_\_\_\_\_  
Commissioner, Dan DeLozier

\_\_\_\_\_  
Commissioner, Steve Hendrix

\_\_\_\_\_  
Chairman, Ron Burrows



By: \_\_\_\_\_  
Christine R. Kihega, Rogers County  
Commissioners Executive Assistant

*Notice of said meeting was filed in the Office of the County Clerk on **Thursday, November 21<sup>st</sup>, 2017 at 1:47 pm.** and posted in the public display case near the front door entrance to the courthouse on Thursday, November 21<sup>st</sup> at 1:50 p.m.*