

## MINUTES

Chairman Burrows called the meeting to order;

**Roll call** – DeLozier – present, Hendrix – present, Burrows – present

Quorum was established and noted that the agenda was posted Wednesday, November 08, 2017 at 5:00 pm

Commissioner Hendrix led the pledge and Chairman Burrows offered the payer

Commissioner DeLozier motioned to approve the November 6, 2017 Regular Meeting minutes; second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

## ANNOUNCEMENTS:

Commissioner Hendrix reminded everyone that the Driver Simulator Training would be at the District 2 barn starting tomorrow for 3 days.

Chairman Burrows reminded that the County Offices will be closed November 23<sup>rd</sup> and 24<sup>th</sup>, 2017.

## PLANNING/ZONING:

### Item 1

Public hearing with discussion and possible action on the request of Preliminary Plat Approval of Boulder Point Addition. APPLICANT: Boulder Point L.L. C. Engineer Brian Kellogg. Current Zoning: ACRES: +/- 65.968. PUD/RS-20.

LEGAL DESCRIPTION: Reflected in the Resolution

LOCATION: 1.3 miles North of State HWY 266 on North 193<sup>rd</sup> E. Ave.

This item was approved 6-0 by the City of Claremore- Rogers County Metropolitan Planning Commission.

Commissioner DeLozier motioned to open public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye,

**Motion carried to open public hearing at 9:05 am**

Jim Loller, Planning Commission explained, there were no opposition, Commissioner Hendrix stated that it was across the street from Stone Canyon with 66 new lots and that Brian Green is the Developer

Commissioner Hendrix motioned to close public hearing, second Commissioner DeLozier;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to close public hearing at 9:07 am**

Commissioner Hendrix motioned to approve, second Commissioner DeLozier;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

### Item 2

Public hearing with discussion and possible action on the request of Final Plat Approval of Verdigris Storage. APPLICANT: Conkwright Properties, LLC. Current Zoning: PUD Underlying C-2. ACRES: +/- 10.

LEGAL DESCRIPTION: Reflected in Resolution

LOCATION: 26515 S. 4110 Road, Claremore, Ok 74019.

This item was approved 7-0 by the City of Claremore- Rogers County Metropolitan Planning Commission.

Commissioner DeLozier motioned to open public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to open public hearing at 9:08 am**

Jim Loller, Planning Commission explained that the final plat was approved August 15, 2016 by the Board of County Commissioners, the plat was never filed therefore the process had to start over again, everything is in order and there were no objections

Commissioner DeLozier motioned to close public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to close public hearing at 9:09 am**

Chairman Burrows motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**Item 3**

Public hearing with discussion and possible action on the request for ZONING CHANGE from AI (Agricultural Industrial) to M (Mining) that the intended use of the property, after rezoning, Excavation of dirt from surface of land. ACRES: +/- 118.6. CASE #: 2168. APPLICANT: Greenhill Properties/ Jacob R. Daniel.

LEGAL DESCRIPTION: Reflected in Resolution

LOCATION: HWY 266 East of 145th approximately 1 mile on the south side.

This item was approved 7-0 by the City of Claremore- Rogers County Metropolitan Planning Commission.

Commissioner DeLozier motioned to open public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to open public hearing at 9:10 am**

Jim Loller, Planning Commission, explained the zoning change from Agriculture Industrial to Mining, Jacob R. Daniel, Attorney for Greenhill stated that it was for top soil excavation and there would be no blasting. The Department of Mines requires a reclamation project, so the plan is for lake when mining is finished. He stated that there is an existing mining permit for mining on the adjacent land and there have been no complaints.

Commissioner DeLozier motioned to close public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to close public hearing at 9:14 am**

Chairman Burrows motioned to approve the zoning change, second Commissioner DeLozier;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**Item 4**

Public hearing with discussion and possible action on the request for ZONING CHANGE from AI (Agricultural Industrial) to M (Mining) that the intended use of the property, after rezoning, Excavation of dirt from surface of land. ACRES: +/- 8.24. CASE #: 2169. APPLICANT: Maria Wilson/Jacob R. Daniel.

LEGAL DESCRIPTION: Reflected in Resolution

LOCATION: HWY 266 East of 145th approximately 1/3 mile on the south side.

This item was approved 7-0 by the City of Claremore- Rogers County Metropolitan Planning Commission.

Commissioner DeLozier motioned to open public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to open public hearing at 9:15 am**

Jim Loller, Planning Commission stated that this is like the one before, Jacob R. Daniel explained that top soil mining only, 25' depth and that the same company will be doing the mining

Commissioner DeLozier motioned to close public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to close public hearing at 9:16 am**

Chairman Burrows motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**Item 5**

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, RESIDENTIAL. ACRES: +/- 5.51. CASE #: 2170.

APPLICANT: Gregory Robert Tacker.

LEGAL DESCRIPTION: Reflected in Resolution

LOCATION: 200 feet south of intersection 520 road and 4100 road.

This item was approved 7-0 by the City of Claremore- Rogers County Metropolitan Planning Commission.

Commissioner DeLozier motioned to open public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to open public hearing at 9:17 am**

Jim Loller, Planning Commission, explained that the owner intends after rezoning to do a lot split for residential, they are requesting that 5.51 acres be separated and rezoned from 95 acres

Commissioner DeLozier motioned to close public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to close public hearing at 9:18 am**

Chairman Burrows motioned to approve, second Commissioner DeLozier;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**Item 6**

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, RESIDENTIAL. ACRES: +/- 10.02. CASE #: 2171.  
APPLICANT: Araceli Alonzo Morales  
LEGAL DESCRIPTION: Reflected in Resolution  
LOCATION: North of 600 Road on 4160 Road, Inola, Ok  
This item was approved 7-0 by the City of Claremore- Rogers County Metropolitan Planning Commission

Commissioner DeLozier motioned to open public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried open public hearing at 9:19 am**

Jim Loller, Planning Commission, explained that after rezoning there will be 3 splits to accommodate Residential units, split will be 2.5 acres, 2.5 acres and 5.0 acres, because of the size of the lots that requires it to go from AG to AR, no opposition

Commissioner DeLozier motioned to close public hearing, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to close public hearing at 9:20 am**

Chairman Burrows motioned to approve zoning change AG to AR, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**UTILITY PERMITS:**

**District 1**

1. RWD#7 Rogers County -To bore cross county highway or local road S. Cedar Rd. approximately 0.13 miles south of EW 440 Rd and further described as: 1,970 feet east of the northwest corner of Section 24 Township 22 Range 17 Rogers County. Permit W-2017-11-2

**District 2**

2. MBO Networks -To parallel/cross/aerial/bore county highway or local roads (see attached). Sections-Townships-Ranges (see attached). Rogers County. Permit W-2017-11-3
3. RWD#3 Rogers County –To bore cross County highway or local road E 445 Rd. approximately 0.43 miles west of S 4130 Rd & E. 445 Rd Jct. and further described as: 2,310 feet west of the east 1/4 corner of Section 24 Township 22 Range 15 Rogers County. Permit W-2017-11-4

Jim Loller, Planning Commission stated that all the permits were in order, two are rural water and the other is carbon fiber cable that will parallel overhead and do road crossing, they have received a bond that will held until the work is done.

Commissioner DeLozier motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**BIDS: REVIEW/LET/AWARD**

1. Bid #17/18-16 – N. 193rd E. Ave Bridge Project (Burrows)

Chairman Burrows explained that this is a bridge replacement in Catoosa, Catoosa has agreed to share the cost; Chairman Burrows motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

2. Bid #17/18-17 – 3 Month Bid, HMHL (Hot Mix Hot Lay), HMCL (Hot Mix Cold Lay) and Liquid Asphalt

Commissioner DeLozier motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

3. Bid #17/18-18 – 30 Yard Dumpsters

Commissioner DeLozier motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**ROADS & BRIDGES:**

1. Discussion and possible action to approve utility relocation agreement between Verdigris Valley Electric and Rogers County Board of County Commissioners on behalf of Rogers County District

#1 for Bridge 73 over Sweetwater Creek, J/P 30713(04) in the amount of \$21,275.56, currently programmed to be paid through the CIRB program. (DeLozier)

2. Discussion and possible action to approve utility relocation agreement between Verdigris Valley Electric and Rogers County Board of County Commissioners on behalf of Rogers County District #1 for Bridge 74 over Sweetwater Creek, J/P 30712(04) in the amount of \$13,620.89, currently programmed to be paid through the CIRB program. (DeLozier)

Commissioner DeLozier explained that these are individual bridges just around the corner from each other and this was to move electric; Commissioner DeLozier motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**TRANSFER OF FUNDS:**

1. From County Clerk Lien Fee Salaries (1208-1-1000-1110) into County Clerk Travel (1208-1-1000-1310) in the amount of \$964.68 for training
2. From Visual Inspections Salaries (0001-1-1700-1110) into General Fund Maintenance & Operation (0001-1-2000-2005) in the amount of \$142.53 for reimbursement of Workers Compensation for October 2017
3. From District 2 T-Highway Salaries (1102-6-4200-1110) into District T-Highway Maintenance & Operation (1102-6-4200-2005) in the amount of \$55,129.48 for error correction of September 2017 appropriations distribution
4. From District 2 One-Cent Salaries (1313-6-8042-1110) in the amount of \$118,917.32 and District 2 One-Cent Capital Outlay (1313-6-8042-4110) in the amount of \$2,189.73 into District 2 One-Cent Maintenance & Operations (1313-6-8042-2005) in the amount of \$109,007.05 and into District 2 One-Cent Lease Equipment (1313-6-8042-4130) in the amount of \$12,100.00 for error correction of September 2017 appropriations distribution. Total amount transferred \$121,107.05

Clerk Heidlage explained that no salaries are paid out of Lien Fee Salaries Account and it was created by her predecessor. She is moving balance to use for staff training, Commissioner Hendrix explained that 3 & 4 was correcting a clerical error, Clerk Heidlage explained that No.2 was reimbursing general fund for workers compensation; Commissioner DeLozier motioned to approve 1-4, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**CASH FUND ESTIMATE OF NEEDS AND REQUEST FOR APPROPRIATIONS:**

| <b>Fund</b> | <b>Fund Name</b>                           | <b>Amount</b> |
|-------------|--|---------------|
| 1102        | County Highway Unrestricted                | \$ 287,306.86 |
| 1103        | County Bridge and Road Improvement         | \$ 17,784.06  |
| 1201        | 911 Phone Fees                             | \$ 418.00     |
| 1204        | Assessor Revolving Fee                     | \$ 3.19       |
| 1208        | County Clerk Lien Fee                      | \$ 5,322.89   |
| 1209        | County Clerk Records Mgmt and Preservation | \$ 8,690.33   |
| 1210        | Jail                                       | \$ 5,131.26   |
| 1211        | Court Clerk Payroll                        | \$ 85,288.17  |
| 1219        | Planning and Zoning                        | \$ 3,002.63   |
| 1220        | Resale Property                            | \$ 23,543.31  |
| 1223        | Sheriff Commissary                         | \$ 51,999.91  |
| 1225        | Sheriff Forfeiture                         | \$ -          |
| 1226        | Sheriff Service Fee                        | \$ 22,970.33  |
| 1230        | Treasurer Mortgage Certification           | \$ 1,712.40   |
| 1235        | County Donations                           | \$ -          |
| 1301        | Use Tax - ST                               | \$ 129,733.19 |
| 1305        | Courthouse Improvements - ST               | \$ 120,329.20 |
| 1313        | Road and Bridges - ST                      | \$ 635,660.83 |
| 1315        | Jail - ST                                  | \$ 240,810.10 |
| 1326        | Judgement Debt - ST                        | \$ 330,664.61 |
| 1400        | CDBG 16608 - 15 Port Coveris               | \$ -          |
| 7201        | Court Clerk Revolving                      | \$ 10,044.40  |
| 7206        | Drug Court                                 | \$ 17,285.75  |
| 7604        | Jail Trust Authority                       | \$ 17,209.01  |
| 7605        | Educational Trust                          | \$ -          |

Commissioner DeLozier motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**BLANKET PURCHASE ORDERS**

1. Materials, Supplies, Parts, Groceries & Prescriptions

Blanket purchase orders presented for District 1, District 2, Health Department, District 3, Sheriff Office, Assessor, Commissioner DeLozier motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

**AGENDA ITEMS:**

1. Discussion/Possible action regarding recommendation and appointment of Trustee Position No. 1 and Trustee Position No. 3 to the Board of the Northeast Oklahoma Enhanced 9-1-1 TRUST Authority. The appointment will be for a period of three years and retroactive to June 2017

Chairman Burrows explained that both positions were up at the end of the fiscal year, Position 1 is Chairman Burrows, Position 3 is held by Steve Savage; Commissioner DeLozier motioned to approve appointments, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

2. Discussion/Possible Action regarding the naming of a SEFA (Schedule of Expenditures of Federal Awards) Officer as recommended by the State Auditor. (Burrows)

Chairman Burrows stated that the Auditor recommended that the Board name a SEFA Officer and due to the fact, the District Barns are usually the largest recipients of Federal Funds that the secretary to the Commissioners would be a logical choice to assume the responsibility since the bulk of the SEFA reporting comes from FEMA; Commissioner DeLozier motioned to approve Christine Kiheaga as SEFA Officer, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

3. Discussion/Possible Action regarding contract between Rogers County Health Department and C.A.R.D. (Community Action Resource and Development) for 2017-18

Commissioner DeLozier motioned to support, second Chairman Burrows;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

4. Schedule of 2018 Board of County Commission Regular Meetings

Commissioner DeLozier motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to approve 2018 Board of County Commission Regular Meetings**

5. 2018 Calendar of Holidays observed by Rogers County

Commissioner Hendrix motioned to approve, second Chairman Burrows;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried to approve 2018 Calendar of Holidays observed by Rogers County**

6. Monthly Report of Officers

Commissioner DeLozier motioned to approve, second Commissioner Hendrix;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

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

Commissioner Hendrix motioned to pay all purchase orders presented, second Commissioner DeLozier;

**Roll call** – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

**Motion carried**

Commissioner DeLozier motioned to adjourn, second Commissioner Burrows;

Roll call – DeLozier – Aye, Hendrix – Aye, Burrows – Aye

Motion carried to adjourn at 10:27 am

BOARD OF COUNTY COMMISSIONERS  
ROGERS COUNTY, OKLAHOMA

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

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

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

(SEAL)