

MINUTES OF MEETING
WAGONER COUNTY BOARD OF COMMISSIONERS

Monday, November 28th, 2011

The Board of Wagoner County Commissioners met with James Hanning, Chairman; Tim Kelley, Vice-Chairman; Chris Edwards, Member; Carolyn Kusler, County Clerk; and Char Dubree, Secretary. Assistant District Attorney John David Luton was also present. Advance notice of the meeting was posted on bulletin boards and public entrances of the Wagoner County Courthouse on November 23rd, 2011.

Location: Wagoner County Courthouse
Commissioner's Meeting Room

- I. The meeting was called to order by Commissioner Hanning at 9:01 a.m.
- II. Roll Call – Roll call was done with the following responses: Hanning, present; Kelley, present. (Commissioner Edwards entered the meeting at 9:06 a.m.)
- III. The Pledge of Allegiance was led by Commissioner Kelley and the Prayer was led by Dana Patten.
- IV. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve (with noted corrections) the minutes of Commission meeting held November 21st, 2011. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- V. Action Items.
 - A. Utility Permit(s):
 1. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve #2011-1038, Applicant: Windstream for District One. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
 2. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to disapprove #2011-3017, Applicant: Windstream for District Three. The motion was carried with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
 - B. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve the following Labor Waiver(s):
 1. Dump debris off County Right-of-Way at 181st and 305th E. Ave., Louise Sarty property, for District Three.

The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- C. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to table discussion and possible action regarding Jamison Cemetery: aka Fountain Church Cemetery; aka Ponds Cemetery to allow time for research. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

VI. Old Business

- A. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve Proposal from Matt Roberg, Castlecom, regarding the Courthouse Alcatel-Lucent phone system in the amount of \$7,822.00, to be paid out of Courthouse Renovation Fund if payment from this fund is deemed appropriate by the Assistant District Attorney, and, if not to be paid out of Capital Outlay. (Assistant District Attorney John David Luton confirmed that the payment could be made from the Courthouse Renovation Fund). The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to approve the quote from Castlecom, regarding the Election Board, in the amount of \$333.50, to be paid by the Election Board. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- B. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve the revised Wagoner County Board of Commissioners schedule of regular meetings for 2012. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- C. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to table discussion and possible action regarding replacement of awning on the back of the Courthouse. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- D. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to approve QEI-Response Form regarding Elevator Safety Inspection. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- E. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to table discussion and possible action regarding energy efficiency and conservation strategy. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- F. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to approve preparation of Cashier's Check of \$61,750.44 (which is the correct amount) to Wagoner Abstract for closing on purchase of Vich's property. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- G. The Board discussed the item regarding possible participation in payment by other Wagoner County cities for their E-911 services. E-911 Coordinator Judy Elliott stated the County is in the process of becoming a County-wide dispatch service, but for now most of the smaller cities' calls are routed through Coweta. No action was taken.

VII. Financial Matters

- A. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve deposits. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- B. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve Resolution #2011-064, to allocate reimbursement to General Fund Account (10-3). The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to break at 10:44a.m. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye. Commissioner Hanning reconvened the meeting at 10:53a.m.

- C. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve Payroll. The motion was approved with

the following votes cast: Hanning, aye, except for Safety Awards; Edwards, aye; Kelley, aye.

- D. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve Highway Appropriations. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

VIII. New Business – There was none.

IX. Public Comment – There was none.

X. Announcements – Treasurer Dana Patten announced that Tax Statements were mailed on November 23rd.

XI. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to receive the following Reports, except for C. Engineer's report:

A. Planning and Zoning for the week of November 21st, 2011

B. Emergency Management for the week of November 21st, 2011.

C. Engineer for the week of November 21st, 2011.

D. 911 for the week of November 21st, 2011.

The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

XII. Legal

1. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to forward to the District Attorney Case No. CJ-07-173, Solomon, L. vs Wagoner County. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to break for lunch at 11:36a.m. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye. Commissioner Hanning reconvened the meeting at 12:50p.m.

XIII. Purchase Orders

- A. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve cancellation of Purchase Orders. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- B. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve the following blanket purchase orders: #3253 through 3264, #3266 through #3269, #3271 through #3282, #3337 through #3339, #3341, and #3396. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- C. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve calendar claims. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

XIV. Executive Session.

- A. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to go into Executive Session Pursuant to Title 25, O.S. §307(B)1 for confidential communications with the attorney regarding the following item:
 - 1. Personnel Matters related to compensation of Board employees – Planning and Zoning, Stormwater, E-911, Engineer, Courthouse Security, Judges Secretaries, Maintenance Staff, and Emergency Management.

The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- XV. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to reconvene into open session at 3:14p.m. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

XVI. The Board discussed the following:

- 1. Personnel Matters related to compensation of Board employees – Planning and Zoning, Stormwater, E-911, Engineer, Courthouse

Security, Judges Secretaries, Maintenance Staff, and Emergency Management.

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to make the following raises effective for the payroll period beginning November 16th, 2011. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.:

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve a raise for Emergency Management Director Heath Underwood from \$2,900.00 per month to \$3,045.00 per month. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve a raise for County Engineer Monty Proctor from \$8,333.00 per month to \$8,416.00 per month. The motion was approved with the following votes cast: Hanning, nay; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to make no change in salary amounts for Judge's Secretaries Amber Reed and Kathryn Witten. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve a raise for E-911 Coordinator Judy Elliott from \$3,433.34 per month to \$3,570.00 per month. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to make no change in salary amounts for other

E-911 employees. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve a raise for Jackie Murray from \$1,560.00 per month to \$1,800.00 per month. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to make no change in salary amounts for Courthouse Security personnel. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve a raise for Brenda Robertson, Planning and Zoning, from \$3,600.00 per month to \$3,700.00 per month. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to make no change in salary amount for Lisa Miller, Planning and Zoning. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to approve a raise for Dale Green, Planning and Zoning, from \$2,300.00 per month to \$2,415.00 per month. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve a raise for Scott Brians, Stormwater, from \$3,300.00 per month to \$3,400.00 per month. The motion was

approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve a raise for David French, Maintenance, from \$3,175.00 per month to \$3,275.00 per month. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve raises for Teresa Burns and Laverne Wells, Maintenance, from \$2,100.00 per month to \$2,205.00 per month. The motion was approved with the following votes cast: Hanning, abstain; Edwards, aye; Kelley, aye.

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve a raise for Bob Beighle, Maintenance, from \$2,100.00 per month to \$2,310.00 per month. The motion was approved with the following votes cast: Hanning, abstain; Edwards, aye; Kelley, aye.

- XVII. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to adjourn at 3:23p.m.

Presented and approved by the Wagoner County Commission on this 5th day of December, 2011.

JAMES HANNING, CHAIRMAN

TIM KELLEY, VICE-CHAIRMAN

CHRIS EDWARDS, MEMBER

ATTEST: CAROLYN KUSLER
WAGONER COUNTY CLERK
