

MINUTES OF MEETING
WAGONER COUNTY BOARD OF COMMISSIONERS
Monday, February 27th, 2012

The Board of Wagoner County Commissioners met with Tim Kelley, Chairman; James Hanning, 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 February 24th, 2012.

Location: Wagoner County Courthouse
Commissioner's Meeting Room

- I. The meeting was called to order by Commissioner Kelley at 9:00 a.m.
- II. Roll Call – Roll was called with the following responses: Hanning, present; Kelley, present; and Edwards, present.
- III. The Prayer was led by Carolyn Kusler and the Pledge of Allegiance was led by Bob Colbert.
- IV. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve the minutes of Commission meeting held February 13th, 2012. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- V. Action Items
 - A. A presentation was made by Jim Beavers, President of Arrow Group, regarding a Risk Management Assessment for the County. Mr. Beavers suggested was that a committee be formed to assist in the prioritization of the assessment which would take twelve months to complete. Commissioner Hanning suggested member of ACCO be on the Committee. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards for Mr. Beavers to go forward with the risk assessment for Wagoner County. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- B. The Board discussed updating the Wagoner County Personnel Manual. All County Elected Officials were present and participated in the discussion. The Manual was reviewed and changes were recommended. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to break for five minutes at 10:35a.m. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- The meeting was reconvened by Commissioner Kelley at 10:50a.m. After further discussion and recommendations regarding the Manual, a motion was made by Commissioner Kelley and seconded by Commissioner Edwards to break for lunch at 12:08p.m. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- Commissioner Kelley reconvened the meeting at 1:30p.m. The Board discussed possible changes to the Wagoner County Drug and Alcohol Testing Policy. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to table further discussion and possible action regarding updating the Wagoner County Personnel Manual, to allow Assistant District Attorney Luton to review the Manual after recommended changes were made. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- C. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to Approve Resolution #2012-013, regarding sale of property to Crown Castle. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, nay.
- D. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve Stroke Prevention Assessment – March 12th, 13th, and 14th for Wagoner County Employees. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- E. The Board discussed item regarding donation to Wagoner Sr. Citizens. Commissioner Edwards stated that the Wagoner County Senior Citizens did not qualify for Grants due to the population requirement, and they

had requested to receive monetary help on a monthly basis. In 2007 the Board gave a lump sum to the Senior Citizens in the amount of \$4,000.00; in 2008 the Board gave \$4,000.00; and in 2009 the Board gave \$5,000.00. Research was recommended regarding how many people they are serving, how much the City was giving them, and how many Senior Citizen Centers Wagoner County has and whether the other centers are eligible for Grants. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to table further discussion and possible action regarding request from Wagoner County Senior Citizens for a donation. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- F. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve payment of \$250.00 to Shipman Funeral Home for indigent person, Faye Napier, 307 S. Muskogee Ave., Wagoner, Oklahoma. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- G. The Board discussed item regarding vandalism to DAV Building in Coweta. Commissioner Kelley stated that someone had tried to steal copper, causing damage that needs repair. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to allow Scott Brians to get quotes to repair damage, paying out of the Commissioners Use Tax. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

VI. Old Business

Items A. and B. were considered by the Board and a motion was made by Commissioner Kelley and seconded by Commissioner Hanning to disapprove items A. and B. as follows:

- A. Approve or disapprove the following Requisition Officers:
Doug Disler and Chad Disler for Accounts C35D for Taylor Ferry Fire Department, FY2011–2012.
- B. Approve or disapprove the following Receiving Officers:
Cap Baker and Terry Disler for Accounts C35D for Taylor Ferry Fire Department, FY2011–12.

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 Hanning to award of Bid#15, Backhoe Loader for District Two to Yellowhouse Machinery in the amount of 77,793.09, with warranty option. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye. It was noted that Yellowhouse met all the specifications, all had similar warranty options, and it was the lowest bid.
- D. The Board discussed request from the office of the Chief Medical Examiner in Tulsa. Assistant District Attorney John David Luton contacted all of the Funeral Homes and reported that the lowest quote was by Shipman Funeral Home who would do the burial for the unclaimed person for \$250.00, and that the Tulsa County Medical Examiner's office would waive their fee. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve paying Shipman Funeral Home in the amount of \$250.00 for their services regarding this matter. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- E. The Board discussed item regarding Aerial Photographs of County. Commissioner Edwards reported that Cherokee Nation was not interested in participating in the Aerial Photographs with INCOG. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to table until further research could be made. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- F. The Board discussed item regarding 31st LLC, Case #CJ-2010-212. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to table this item to allow Engineer Monty Proctor more time to obtain quotes. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- G. Assistant District Attorney John David Luton stated there was confusion which has been taken care regarding the map, and that the request for

an Attorney General's Opinion regarding the Fire District Sales Tax was on hold at this time. No action was taken.

- H. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve the Agreement in Termination of Wagoner County Educational Facilities Trust Authority, a Public Trust; and to receive the Resolution of the Board of Trustees of the Wagoner County Educational Facilities Trust Authority terminating the Trust. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

VII. Financial Matters

- A. A motion was made by Commissioner Edwards and seconded by Commissioner Hanning to approve Deposits and deposit Crown Castle check into the Courthouse Renovation Fund. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- B. 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; Edwards, aye; Kelley, aye.
- C. 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.
- D. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to send publication invoice for Crawford Sr. Family Cemetery to the applicant. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

VIII. New Business

Treasurer Dana Patten stated that she needs a Resolution signed regarding investment with Multi-Bank Securities, Inc. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to table this item. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

Ms. Patten also stated she wanted in writing the reasons for Planning and Zoning to stop work on the remodel in her office.

IX. Public Comment: There was none

X. Announcements

Commissioner Kelley thanked Scott Brians for procuring donated lights and labor for the Fair Grounds.

Scott Brians announced that Stone Bluff Senior Citizens Center would hold an Open House on March 10th from 9:00a.m to 3:00p.m.

Commissioner Kelley called a Special Board of County Commissioner Meeting for March 13th, 2012 at 9:00a.m. to review recent Audits.

Commissioner Edwards congratulation Assistant District Attorney John David Luton on his new position with the Tulsa District Attorney's Office. Commissioner Kelley and County Clerk Carolyn Kusler stated that Mr. Luton would be missed.

XI. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to receive the following Reports:

A. Planning and Zoning for the week of February 21st, 2012.

B. Emergency Management for the week of February 21st, 2012 .

C. Engineer for the week of February 21st, 2012.

D. 911 for the week of February 21st, 2012.

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

XII. Purchase Orders

A. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve cancellation of Purchase Orders, to include Warrant No. 698. 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: #5256, #5264 through #5277, #5286 through #5291, #5296 through #5298, #5300, and #5329. 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, except for #5099.

XIII. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to adjourn at 4:43p.m.

Presented and approved by the Wagoner County Commission on this 5th day of March, 2012.

TIM KELLEY, CHAIRMAN

JAMES HANNING, VICE-CHAIRMAN

ATTEST: CAROLYN KUSLER
WAGONER COUNTY CLERK

CHRIS EDWARDS, MEMBER