

MINUTES OF MEETING
WAGONER COUNTY BOARD OF COMMISSIONERS
Monday, March 19th, 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 Holly Chapman was also present. Advance notice of the meeting was posted on bulletin boards and public entrances of the Wagoner County Courthouse on March 15th, 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 Chris Edwards.
- IV. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to approve the minutes of Commission meeting held March 12th, 2012. The motion was approved with the following votes cast: Hanning, abstain; Edwards, aye; Kelley, aye.
A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to approve the minutes of Special Commissioner meeting held March 13th, 2012. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- V. Action Items
 - A. The Board discussed deadline for Agenda items. A motion was made by Commissioner Kelley to approve deadline of Thursday noon, unless an emergency exists, and the Chairman will make that decision. After much discussion, Commissioner Kelley withdrew his motion.

- B. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve the following Labor Waivers:
1. Clean fence rows, slope bank and remove trees off County Right-of-Way, West side of Spring Creek Addition entrance, subdivision off 91st Street near Local Bridge #34, for District Three.
 2. Clean out ditch, clean fence row, dump debris, slope bank, dig dirt, build out Right-of-Way, and put fence back to protect road from creek at 241st between 51st and 41st East and West sides of road, Joe Robson property, for District One.
- 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 the following Utility Permits:
1. #2007-12, Applicant: Oklahoma Natural Gas, for District Two.
 2. #2008-12, Applicant: Windstream, for District Two.
 3. #3009-12, Applicant: Windstream, for District Three.
- 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 approve FY2012-2013 Contract with Pottawatomie County Regional Juvenile Detention Center, in the amount of \$30.00 per day, per juvenile. 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 approve Resolution #2012-015, Surplus equipment from STEP Administrator Office as follows:
1. Thirteen (13) computers and monitors from STEP School to be scraped.
- 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 Hanning to table discussion and possible action regarding a County Disaster Recovery Plan. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye. Chairman

Kelley re-visited this item after Emergency Management Director Heath Underwood arrived at the meeting. The Board further discussed this item, and Commissioner Kelley asked Heath to head-up the County Disaster Recovery Plan. No further action was taken.

- G. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to table discussion and possible action regarding Risk Management Committee. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- H. The Board discussed item regarding Open Sky radios being a single source bid. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to consider using Harris as preferred radio standard source for a County-wide use. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, nay.
- I. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to accept the Building Schedule Update, 2012–2013 Term Building Schedule Updates as prepared by County Engineer Monty Proctor and accept the Assessor’s values and forward same to ACCO.
- J. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve payment to Henson Electric, Inc. in the amount of \$1,076.40 for the Election Board lights to be paid from the Energy Efficiency Grant. 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 break at 10:23a.m. Commissioner Kelley reconvened the meeting a 10:37a.m.

VI. Old Business

- A. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to disapprove Treasurer’s revised Permission to Invest, disapproving the investment made by the Treasurer and that the

Treasurer should get the 2.5 million dollars back. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- B. An update on the Courthouse phone system was given by Matt Roberg with Castlecom. No action was taken regarding this item.
- C. The Board discussed item regarding updating Personnel Manual. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to incorporate the Driving Policy with the addition regarding phone usage while driving into the Personnel Manual. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- D. The Board discussed item regarding Earth Quake Assessment Report as prepared by Madsen, Kneppers and Associates, Inc. (MKA). A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to allow County Engineer Monty Proctor to get proposals for OSU Extension Building damage. 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 table item regarding the jail damage. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- E. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to table item regarding a County-wide Hotel Tax to allow more time for Assistant District Attorney to prepare a Resolution. 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 table discussion and possible action regarding donation to Wagoner Sr. Citizens. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- G. An update on Harris Radio was given by Mark Ketchum, stating that everything is on track as planned. A motion was made by Commissioner Hanning to consider using a uniform radio through-out the County. Commissioner Hanning then withdrew his motion.

- H. The Board discussed item regarding Committee Meetings on reviewing Planning and Zoning policies. Flood Plain Administrator Monty Proctor gave an update regarding Committee Meeting actions and advised that there are deadlines to be met. He also stated that Flood Plain Development Permits will be on file in the County Clerk's office. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to forward documentation prepared by Monty Proctor and the Committee to Planning and Zoning to proceed with publication for a Public Meeting regarding this item. The motion was approved with the following votes cast: Hanning, nay; Edwards, aye; Kelley, aye.

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. Commissioner Hanning then withdrew his vote, and Assistant District Attorney Holly Chapman will check to see if it is possible to withdraw a vote.
- B. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve the following Invoice(s):
1. Eastern Oklahoma Youth Services, Inc. for the month of February, 2012, in the amount of \$302.25.
 2. Tulsa County Juvenile Bureau, for the month of February, 2012, in the amount of \$2,477.16.
- 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 break for lunch at 11:47a.m. Commissioner Kelley reconvened the meeting at 1:00p.m.

VIII. New Business – There was none.

IX. Public Comment – There was none.

X. Announcements – There were none.

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 March 12th, 2012.
- B. Emergency Management for the week of March 5th and 12th, 2012 .
- C. Engineer for the week of March 12th, 2012.
- D. 911 for the week of March 12th, 2012 .
- E. Tullahassee Fire Department for the month of February, 2012.

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

XII. A motion was made by Commissioner Edwards and seconded by Commissioner Hanning to forward the following Legal item to the District Attorney's Office:

- 1. 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.

XIII. Purchase Orders

A. No action was taken regarding the cancellation of Purchase Orders, as there were none.

B. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve the following Blanket Purchase Orders: #5729, #5803. 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 approve calendar claims, except for P.O.

#5637. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

After receiving additional information, a motion was made by Commissioner Kelley and seconded by Commissioner Hanning to approve P.O. #5637. 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 approve Purchase Order #4133. 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: Discussing employment, hiring, appointment, promotion, demotion, disciplining or resignation of Jackie Murray, E-911 Department at 2:25p.m. 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 Hanning to reconvene into open session. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

XVI. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to take no action at this time regarding employment, hiring, appointment, promotion, demotion, disciplining or resignation of Jackie Murray, E-911 Department. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

XVII. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to Recess at 3:10 p.m. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

Presented and approved by the Wagoner County Commission on this 26th day of March, 2012.

TIM KELLEY, CHAIRMAN

JAMES HANNING, VICE-CHAIRMAN

CHRIS EDWARDS, MEMBER

ATTEST: CAROLYN KUSLER
WAGONER COUNTY CLERK
