

MINUTES OF MEETING  
WAGONER COUNTY BOARD OF COMMISSIONERS  
Monday, July 23<sup>rd</sup>, 2012

The Board of Wagoner County Commissioners met with Tim Kelley, Chairman; James Hanning, Vice-Chairman; Chris Edwards, Member; Lori Hendricks, County Clerk Elect; and Char Stevens, 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 July 20<sup>th</sup>, 2012.

Location: Wagoner County Courthouse  
Commissioner's Meeting Room

- I. The meeting was called to order by Commissioner Kelley at 9:04 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 Chris Edwards and the Pledge of Allegiance was led by James Hanning.
- IV. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to approve minutes of Commission Meeting held July 9<sup>th</sup>, 2012. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, abstain.  
A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve minutes of Special Commissioner Meeting held July 19<sup>th</sup>, 2012. 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 minutes of meeting held July 16<sup>th</sup>, 2012. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- V. Action Items
  - A. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to approve Resolution #2012-032, Burn Ban for Wagoner County, for a period of seven (7) days. 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 Hanning to approve Resolution #2012-033, Reimburse Assessor's Travel Account. 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 the following Labor Waivers, to include staging for construction on waivers 5. & 6. :
1. Clean fence row off County Right-of-Way at 231<sup>st</sup> - 429<sup>th</sup> -445<sup>th</sup>, Porter, Oklahoma, Steve Livesay property, for District Three.
  2. Clean fence row off County Right-of-Way at 44221 E. 231<sup>st</sup> S, Porter, Oklahoma, Melba Oliver property, for District Three.
  3. Clean fence row off County Right-of-Way at 231<sup>st</sup> - 409<sup>th</sup> - 445<sup>th</sup>, Porter, Oklahoma, Don E. Bruner property, for District Three.
  4. Clean out ditch, clean fence row Off County Right-of Way at 101<sup>st</sup> and 225<sup>th</sup>, Broken Arrow, Oklahoma, Jess Isbell property for District Three.
  5. Clean out ditch, clean fence row, dump wood chips and burn pile off County Right-of-Way at 225<sup>th</sup> East Ave., Broken Arrow, Oklahoma, Lynne Mullins property, for District Three.
  6. Clean out ditch, clean fence row and burn pile off County Right-of-Way at 225<sup>th</sup> East Ave., Broken Arrow, Oklahoma, Eva L. Valentine property, for District Three.
  7. Clean out ditch, clean fence row, dump dirt and remove and replace fence off County Right-of-Way at 225<sup>th</sup> East Ave., Broken Arrow, Oklahoma, B.J. Middleton property, for District Three.
  8. Clean out ditch, clean fence row, and slope bank at 111<sup>th</sup> St. S. and 225<sup>th</sup>, Broken Arrow, Oklahoma, Charles Chase property, for District Three.
  9. Clean out ditch, clean fence row, slope bank, and remove and reset fence off County Right-of-Way at 22526 East 111<sup>th</sup> St. S. and 225<sup>th</sup> East Ave., Broken Arrow, Oklahoma, Keith Perry property, for District Three.
  10. Clean out ditch, clean fence row, dump dirt, slope bank, install culvert crossing and clear flowline, off County Right-of-Way at 225<sup>th</sup> East

Ave., Broken Arrow, Oklahoma, Clifford Gilliland Sr. property, for District Three.

11. Clean out ditch, clean fence row, slope bank and dump dirt at 11292 S. 225<sup>th</sup> E. Ave., Broken Arrow, Oklahoma, Dean Perry property, 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 Hanning to table approval or disapproval of Interlocal Agreement with City of Wagoner regarding County Engineer providing Flood Plain Management to the City for National Flood Insurance Program. 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 Edwards to approve request from Stone Bluff Fire Department to designate Richard Berry as Requisition Officer for Account C35 Stone Bluff Fire Department. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- F. The Board discussed item regarding Command Vehicle for Emergency Management. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to allow Emergency Management Director Heath Underwood and Purchasing Agent to prepare specifications to go out for bid for a new vehicle. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- G. A motion was made by Commissioner Edwards and seconded by Commissioner Hanning to approve moving the BCM50 from the Sheriff's office 3<sup>rd</sup> floor to the 911 closet on the 2<sup>nd</sup> floor, at a cost of \$960.00 to be paid out of Courthouse M&O. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- H. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve purchasing of a UPS (Universal Power Supply) from Windstream for E-911 phone system, in the amount of

\$975.71, to be paid by E-911 M&O. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- I. The Board discussed item regarding Wagoner County Oil & Gas Visual Inspection Project, including presentation by the Assessor and Jerry Wisdom and Page Kutait with TASC (Total Assessment Solutions Corporation). Mr. Wisdom gave a project overview regarding evaluation of oil, gas and pipeline equipment, etc. for tax purposes. The project will initially cost approximately \$150,000.00 over a two-year cycle. No action was taken by the Board.
- J. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve the painting of the office of Suzanne Hughes, Victim-Witness Coordinator and County Clerk's Office. 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 take a break at 10:41a.m. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye. Commissioner Kelley reconvened the meeting at 10:50a.m.

## VI. Old Business

- A. A motion was made by Commissioner Edwards to award Bid#25, for Communications Tower Design and Manufacture for E-911 to Rogers Consulting out of Coweta, with a time frame of 35 days which was one of the shortest time frames and the only Company bidding from our County. The motion died due to lack of second. Commissioner Kelley made a motion to table this item. The motion died for lack of second. After further discussion, Assistant District Attorney Holly Chapman confirmed that the award could be made based on price and/or "best" (local) bidder for the project. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to award Bid #25 to Rogers Consulting, in the amount of \$37,091.25. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- B. The Board discussed possible award of Bid#26, Communications Shelters for E-911. E-911 Coordinator Judy Elliott stated that the lowest bid from VFP, Inc. did not meet the specifications, and recommended Sabre Industries who was the second lowest bid and the best bid. A motion was made by Commissioner Edwards and seconded by Commissioner Hanning to award Bid#26, Communications Shelters for E-911, to Sabre Industries which is the lowest bid to meet all specifications, in the amount of \$81,594.00 for the Yonkers Site, and in the amount of \$81,594.00 for the Coweta Site, both amounts to be paid out of Courthouse Renovation Fund. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- C. Upon recommendation from Election Board Secretary Larry Wilkinson, a motion was made by Commissioner Hanning and seconded by Commissioner Edwards to award Bid #30, Ballots for Election Board, to Midwest Printing, which is the lowest bid, with pricing of \$.16 - \$.20 per ballot based on size and color, and a set-up fee of \$40.00. 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 Hanning to table approval or disapproval of Drug Policy for Personnel Handbook. 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 Edwards to table discussion and possible action regarding repair of earthquake damage in the Courthouse jail. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- F. The Board discussed item regarding quotes for air conditioning unit for Courtroom #1. It was agreed the quotes were too inconsistent to make a decision. Assistant District Attorney Holly Chapman determined that this project is renovation and subject to a \$50,000.00 quote limit. ADA Chapman confirmed that after the specifications are prepared, quotes can be obtained via phone. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to allow Heath

Underwood, (who has expertise regarding air conditioning systems), along with Purchasing Agent Carolyn Henderson to prepare specifications and go out for quotes. 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 Kelley and seconded by Commissioner Edwards 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 Juvenile Detention Transportation Claim for June, 2012, in the amount of \$2,035.14. 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 the following Invoice:
  - 1. Eastern Oklahoma Youth Services, Inc. for the month of June, 2012, in the amount of \$697.50.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

July 23<sup>rd</sup> is Commissioner Kelley's birthday.

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 July 16<sup>th</sup>, 2012.
- B. Emergency Management for the week of July 16<sup>th</sup>, 2012.
- C. Engineer for the week June 16<sup>th</sup>, 2012.
- D. 911 for the week of July 16<sup>th</sup>, 2012.

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

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

1. Case No. CJ-2012-288, Sheridan, Jeffery vs. Wagoner County.
2. Case No. CJ-2012-235, Walker, Derek 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 for one hour at 11:50a.m. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye. Commissioner Kelley reconvened the meeting at 1:16p.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, (was not present); Edwards, aye; Kelley, aye.
- B. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve of the following Blanket Purchase Orders: #440, #473 and #475. The motion was approved with the following votes cast: Hanning, (was not present); Edwards, aye; Kelley, aye.

Commissioner Hanning joined the meeting at 1:30p.m.

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

XIV. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to Recess at 2:13p.m.

Presented and approved by the Wagoner County Commission on this 30<sup>th</sup> day of July, 2012.

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TIM KELLEY, CHAIRMAN

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JAMES HANNING, VICE-CHAIRMAN

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CHRIS EDWARDS, MEMBER

ATTEST: LORI HENDRICKS  
WAGONER COUNTY CLERK ELECT

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