

MINUTES OF MEETING
WAGONER COUNTY BOARD OF COMMISSIONERS
Monday, July 29th, 2013

The Board of Wagoner County Commissioners met with Chairman Chris Edwards; Vice-Chairman Tim Kelley; Member James Hanning; First Deputy County Clerk Amanda Alsip; 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 Co. Courthouse on July 26th, 2013.

Location: Wagoner County Courthouse, Commissioners Meeting Room

- I. The meeting was called to order by Commissioner Edwards at 9:00 a.m.
- II. Roll was called with the following responses: Kelley, present; Hanning, present; Edwards, present.
- III. The prayer was led by Chris Edwards and the pledge was led by Scott Brians.
- IV. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve minutes of Commission Meeting held July 22nd, 2013. The motion was approved with the following votes cast: Hanning, abstain; Edwards, aye; Kelley, aye.
- V. Action Items
 - A. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve RoweTec quote for one year annual certificate of verification renewal for County Website and email server for FY2013-14, in the total amount of \$515.90. 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 Hanning to approve the following Utility Permit(s):
 1. #3028-13, Applicant: RWD#5 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 Hanning and seconded by Commissioner Kelley to approve Final Plat of Turtle Creek Phase IV.

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 execute Contract for Wagoner County to purchase Lot 1, Block 714, City of Wagoner, from Sharon Franks in the total amount of \$4,800.00. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- E. The Board discussed item regarding trees on the West lawn of Courthouse. Alan Parnell with OSU Extension presented information regarding the disease of the trees. It was noted by Maintenance Manager David French that professionals may be needed to trim and/or take out the trees. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to allow David French to obtain quotes from those professionals. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- F. The Board discussed item regarding Amendment to Contract with American Towers. Micheal Miller with E-911 explained the Amendment and stated that there would be no additional cost to the County. A motion to approve was made by Commissioner Hanning and seconded by Commissioner Edwards. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- G. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to table discussion and possible action regarding procedure for Courthouse mail, to allow time to research scanning machines. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

VI. Financial Matters

- A. A motion was made by Commissioner Edwards and seconded by Commissioner Hanning 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 Hanning 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 approve the following Transfer(s):
 - 1. Treasurer Excess Resale Account C-21-EX to Treasurer Resale Account C-21 in the amount of \$13,949.55.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 cancellation of Warrant No. 000018 (Sheriff Account C-43) in the amount of \$89.95. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

VII. New Business – There was none.

VIII. Public Comment – Assessor Sandy Hodges asked the Commissioners to re-open discussion regarding procedure for Courthouse mail. She asked them to consider whether it would be more cost effective to have a central mail room for the Courthouse.

IX. Announcements

Commissioner Hanning commended Oak Grove Fire Department for their help clearing debris in his District after the recent tornado.

- X. A motion was made by Commissioner Edwards and seconded by Commissioner Hanning to receive the following Reports except for B. and E.
 - A. Cash Voucher Expense Report(s).
 - B. Emergency Management for the week of July 22nd, 2013.
 - C. Engineer for the week of July 22nd, 2013.
 - D. E-911 for the week of July 22nd, 2013.
 - E. STEP Drill Sergeant for the week of July 22nd, 2013.
 - F. Planning and Zoning for the week of July 22nd, 2013.

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

XI. Purchase Orders

A. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards 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 Order(s): #739, #777, #780, #781, #782, #784, #786 through #789, #803 through #807, #829, #830, #875 and #876. 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 calendar claims. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

XII. Executive Session

At 10:32a.m. 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 discussion and possible action regarding the following:

A. Employment, hiring, appointment, promotion, demotion, disciplining or resignation of Chasity Levi.

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

XIII. At 10:59 a.m. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to reconvene into open session. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

XIV. The Board discussed the following:

A. Employment, hiring, appointment, promotion, demotion, disciplining or resignation of Chasity Levi.

A motion was made by Commissioner Kelley and seconded by Commissioner Hanning for Chasity Levi to work 7a.m. until 12 noon for District Three, and from 12 noon until 3:30p.m. for the County, as of August 1st (with ½ of her salary to be paid by District Three). The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- XV. A motion was made by Commissioner Hanning and seconded by Commissioner Edwards to Adjourn at 12:21p.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 5th day of August, 2013.

CHRIS EDWARDS, CHAIRMAN

TIM KELLEY, VICE-CHAIRMAN

ATTEST: LORI HENDRICKS
WAGONER COUNTY CLERK

JAMES HANNING, MEMBER