

MINUTES OF MEETING  
WAGONER COUNTY BOARD OF COMMISSIONERS  
Monday, January 9<sup>th</sup>, 2012

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 January 6<sup>th</sup>, 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 Sandy Hodges and the Pledge of Allegiance was led by Commissioner Hanning .
- IV. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve the minutes of Commission meeting held January 3<sup>rd</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 Edwards and seconded by Commissioner Kelley to approve Resolution #2012-004, District Two request to Surplus Equipment, to be sold to Delaware County, as follows:
    1. One (1) DB-50C Rotary Boom Saw , ID#D358-0208
    2. One (1) John Deere Tractor, Serial #LD6405H327141, ID#D304-0206The 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 Resolution #2012-005, County Clerk request to Surplus Equipment, to be transferred to Emergency Management, as follows: One (1) HP Compaq DC5850 Monitor & Keyboard, purchased 06-03-08, Serial # MXL 908138H. 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 #2012-006, Rural Economic Action Plan (REAP) from Indian Nations Council of Governments (INCOG). The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- D. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve Agreement for the Sub-Grant of Emergency Management Performance Grant Program Funds between State of Oklahoma (OEM) and Wagoner County. 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 the Sheriff's request for a computer (which is the control device for opening and closing jail pod doors) to be purchased from Wetherbee, in the amount of \$4,500 plus freight to be paid out of Courthouse Renovation Fund. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- F. The Board discussed phone system issues. Assessor Sandy Hodges stated that when Castlecom was working in the Courthouse, a line to her server had been disconnected. She further expressed that Elected Officials should be notified each time the telephone system will be accessed by Castlecom. Commissioner Kelley stated that he had talked with Matt Roberg, with Castlecom and that he was assured communication would be better in the future. No action was taken.
- G. The Board discussed identification of circuits in circuit breaker boxes. Assessor Sandy Hodges stated that during her recent remodel, the Contractor found that nothing in the breaker boxes was identified in a useful manner. Commissioner Kelley stated he had discussed this with County Engineer Monty Proctor, Scott Brians and Maintenance Supervisor David French, and had requested they work together to correct this issue. No action was taken.

- H. The Board discussed the 800 Radio System. E-911 Coordinator Judy Elliott gave an update. Turn on and testing of the system is scheduled for January 16<sup>th</sup> and 17<sup>th</sup>. Harris will hold a radio demonstration and present lease/purchase options at a date to be set this week. Mark Ketchum answered questions, giving further update, stating project is on track. No action was taken.
- I. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to approve a brochure rack, for County employees only, to be installed outside the County Clerk's Office to hold brochures and pamphlets relating to the County's Insurance Program. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- J. A motion was made by Commissioner Edwards and seconded by Commissioner Hanning to approve an annual membership fee of \$5,000.00 to be paid to Tulsa Futures II, by Economic Development. The fee obtains a seat on the Board and exposure at ten trade shows throughout the Country. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- K. Commissioner Hanning noted that a transfer of Oklahoma State Statutes 2000 Edition from District One to District Three valued at \$210.00 had been made. No action was taken.

VI. Old Business

- A. A motion was made by Commissioner Hanning and seconded by Commissioner Kelley to approve signing Resolution #2012-001, designating County Holidays for 2012, as approved on January 3<sup>rd</sup>, 2012. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- B. The Board discussed request from Treasurer for remodel of her office to increase security. Treasurer Dana Patten presented drawings and an estimate of approximately \$20,000.00. Engineer Monty Proctor suggested the Board seek the State Fire Marshall's approval before proceeding. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to table further discussion and possible action

to allow time for an opinion from the State Fire Marshall. Commissioner Hanning expressed his desire for long range planning for Courthouse space. The motion was approved with the following votes cast: Hanning, nay; Edwards, aye; Kelley, aye.

- C. At the recommendation of Bob Sayre, Chairman of the Whitehorn Cove Fire Board, a motion was made by Commissioner Hanning and seconded by Commissioner Edwards to award Bid #6, for a metal building for Whitehorn Cove Fire Department to Brewer Construction in the amount of \$378,911.00, which includes a concrete option for the driveway. 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 table discussion and possible action regarding Request for Proposal for roofing project of DAV Building in Coweta. 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 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 Appropriations. The motion was approved with the following votes cast: Hanning, aye, providing the Meeting recording of December 5<sup>th</sup>, 2011, does not indicate that the appropriation of CBRI funds be distributed differently; Edwards, aye; Kelley, aye.
- C. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve the following transfer:
  - 1. Assessor M&O (16-2) to Assessor Visual Inspection M&O (17-2) in the amount of \$1,760.00.The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

- D. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve signing amended Juvenile Detention Transportation Claim FY2012, for the month of November, 2011, approved for payment in the amount of \$2,198.01 on December 19, 2011. 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 Juvenile Detention Transportation Claim FY2012, for the month of December, 2011, in the amount of \$2,340.15. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.
- F. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to approve the following invoice(s):
1. Muskogee County Regional Detention Center in the amount of \$442.13, for the month December, 2011.
  2. Craig County Regional Detention Center in the amount of \$527.62, for the month of December, 2011.
- The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

VIII. New Business in accordance with 25 O.S. §311 A.

Commissioner Kelley stated that an item had been brought to his attention Friday after the Agenda had been posted. Commissioner Kelley asked E-911 Coordinator Judy Elliott if there was audio in the Commission Board Meeting Room, she confirmed that there is audio in the meeting room. It was also noted that there was audio in the hallway as well, and in other areas. Commissioner Kelley was concerned that audio in the Commissioner's meeting room might be in violation of Oklahoma Statutes as Executive Sessions are held in that room. Commissioner Hanning disagreed, stating audio was needed for security reasons. A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to remove the audio from the Commissioner's meeting room. The motion was approved with the following votes cast: Hanning, nay; Edwards, aye; Kelley, aye.

County Engineer Monty Proctor requested a magnetic detector to use for locating survey pins, etc., which would cost approximately \$500.00. A motion was made by Commissioner Edwards and seconded by Commissioner Kelley to allow Monty to get three quotes and report back to the Chairman of the Board. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

IX. Public Comment: There was none.

X. Announcements

Emergency Management Director Heath Underwood suggested that County Officials schedule their Safety Training Meetings and requested that they coincide with the meetings already scheduled by the County Clerk's Office. It was determined that County Officials should coordinate with Heath as the contact person, since he is also the County Safety Director.

Commissioner Hanning announced that E-911 had developed new business cards and complimented them on the design.

A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to break for ten minutes at 11:03a.m. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye. Commissioner Kelley reconvened the meeting at 11:13a.m.

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

- A. Planning and Zoning for the week of January 3<sup>rd</sup>, 2012.
- B. Emergency Management for the week of January 3<sup>rd</sup>, 2012 .
- C. Engineer for the week of January 3<sup>rd</sup>, 2012.
- D. 911 for the week of January 3<sup>rd</sup>, 2012 .
- E. Sheriff Office for the month of December, 2011.
- F. Health Department for the month of December, 2011.
- G. County Clerk for the month of December, 2011.

- H. County Clerk annual report for 2011.
- I. Stone Bluff Fire Department for the month of December, 2011.
- J. Fire Department Appropriation Ledgers for the month of December, 2011.
- K. Treasurer's Allocation of Alcoholic Beverage Tax.
- L. Treasurer for the month of December, 2011.

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

## XII. Legal

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to forward the following legal items to the District attorney:

1. Case No. CJ-2011-07660, Central National Bank vs. South Tulsa Hotel, LLC, and Wagoner County, et al.
2. Case No. CV-2012-1, TIP Properties, LLC, et al vs. Wagoner County, et al.

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

## 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: #4177 through #4179, #4205, #4206, #4214, #4244. 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.

A motion was made by Commissioner Kelley and seconded by Commissioner Edwards to break one hour for lunch. The motion was approved with the following votes cast: Hanning, aye; Edwards, aye; Kelley, aye.

Commissioner Kelley reconvened the meeting at 1:23p.m.

XIV. The Board conducted an annual Jail inspection. Items noted are as follows:

1. Earthquake damage
2. Rust on bottom of washing machine
3. Leaking sink faucets
4. Rot under door jamb of door leading to the outside exercise room.
5. Flooring of outdoor exercise room in need of repair
6. Crack in capstones in outdoor exercise area
7. Torn carpet in Investigator's office
8. Dirty return air vents

In addition, the Sheriff expressed needs for barbed wire to secure outdoor exercise area, and isolation cells with access to showers.

No action was taken.

XV. A motion was made by Commissioner Kelley and seconded by Commissioner Hanning to recess at 2:40p.m.

Presented and approved by the Wagoner County Commission on this 17<sup>th</sup> day of January, 2012.

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TIM KELLEY, CHAIRMAN

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JAMES HANNING, VICE-CHAIRMAN

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CHRIS EDWARDS, MEMBER

ATTEST: CAROLYN KUSLER  
WAGONER COUNTY CLERK

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