

BOARD OF COUNTY COMMISSIONER'S

MINUTES

SEPTEMBER 23, 2013

Jacob McHughes, representing Journey Church, led prayer and the Pledge of Allegiance.

The regularly scheduled meeting of the Board of Cleveland County Commissioners was called to order this 23rd day of September 2013 in the meeting Room 200 of the Cleveland County Office Building by Chairman Rusty Sullivan. Roll was called by Linda Atkins, Deputy County Clerk/Secretary, and those present were:

Rusty Sullivan, Chairman
Darry Stacy, Vice Chairman
Rod Cleveland, Member
Linda Atkins, Secretary

Tammy Belinson, County Clerk, was absent.

Others present were: Assistant District Attorney Jim Robertson, Jim Williams, Melinda Duke, Keri Lyles, Rhett Burnett, Valerie Mattheus, Gayla Sukenis, Jacob McHughes, George Mauldin, Joy Hampton, Wanda Danley, Teresa Heard, Kimberly Frank, Christine Cartmell and Trent Bourland.

After the reading of the minutes of the meeting of September 16, 2013, and there being no additions or corrections, Darry Stacy moved that the minutes be approved. The motion was seconded by Rod Cleveland.

The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.

A. Bid Opening:

- Upon the recommendation of Purchasing Agent Melinda Duke, Rusty Sullivan moved, seconded by Rod Cleveland, that the bids **for BID# - COM-1626** – Provide Website Design Services to redesign and incorporate the County’s websites into a Content Management System be accepted and that the awarding and/or rejecting of the bids be **tabled** until a later date.

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

The bids, each accompanied by properly executed non-collusion forms, are as follows:

CLEVELAND COUNTY BID SUMMARY				
List of Individual Bidders				
	S Design Inc.	CivicPlus	Vision Internet	
BID:	#COM-1626			
DEPT:	COMMISSIONER'S			
DATE OPENED:	9-23-13			
	1	2	3	
List of Individual Items				Awarded To:
Provide Website Design Services to redesign and incorporate the County's Websites into a Content Management System (CMS) for Cleveland County.				Tabled on 9-23-13
Redesigned County Website:	\$65,000.00	\$74,740.00	\$25,420.00	
Website Hosting Per Year:	\$10,920 (\$910/mo.)	Included	\$6,600 plus a 5% annual increase (visionLive Subscription Service)	
Website Maintenance Cost Per Year:	\$7,800 (\$650/mo.)	Included	(included with visionLive Subscription Service)	
Estimated Start Date:	Oct. 21, assuming contract award date of Oct. 15 is met	TBD	TBD	
Estimated Beta Testing Date:	Feb. 24 - Mar. 24	TBD	TBD	
Estimated Live Date:	Mar. 10 - Apr. 21	TBD	TBD	
Vendor's Exceptions/Statement:				
Contact Information:				
Contact Person:	Sarah Sears	Jesse Manning	Dan Adams	
Title:	Principal	Director of Sales	Regional Sales Manager	
Address:	3120 W Britton, Ste. S Oklahoma City, OK 73120	317 Houston Street, St. E Manhattan, KS 66502	2530 Wilshire Blvd., 2nd Fl. Santa Monica, CA 90403	
Telephone Number:	405-608-0556	785-323-4762	512-535-6761	
Fax Number:	405-607-2270	785-587-8951	310-656-3103	
NON-COLLUSION AFFIDAVIT:	YES	YES	YES	
PA-102(1982)				

- Upon the recommendation of Purchasing Agent Melinda Duke, Rusty Sullivan moved, seconded by Darry Stacy, that the bids for **BID# - COM2-1630** – Purchase and Installation of Electrical in the new 100 X 70 Ft. Building at the District #2 Warehouse be accepted and that the awarding and/or rejecting of the bids be **tabled** until a later date. The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes. Motion carried.

The bids, each accompanied by properly executed non-collusion forms, are as follows:

CLEVELAND COUNTY BID SUMMARY						
	JFL Construction LLC	Beery Electric	Jesco Electric	N.E.C. Service Co.	Deep Lake Construction	
BID: #COM2-1630						
DEPT: District #2 Commissioner						
DATE OPENED: 9-23-13	1	2	3	4	5	Awarded To: Tabled on 9-23-13
List of Individual Items						
Purchase and Installation for						
Electrical in the new 100x70 ft.						
Building at the District #2 Warehouse.						
Was an on-site inspection made?/Yes/No	YES	NO	YES	YES	No Bid	
					Affidavit was signed, but not notarized.	
BID PRICE:	\$15,900.00	\$22,820.00	\$29,700.00	\$18,240.00	notarized.	
Approximate Starting Date:	ASAP	11/4/2013	10/1/2013	10/16/2013		
Approximate Ending Date:	3 weeks	11/13/2013	11/1/2013	11/20/2013		
Exceptions:	Permit, Fire Alarms, Security, Bonding.	_____	No concrete work of any type. No Painting of any type. All trenches & backfill of ditches by others.	Purchase & Installation of HVAC equipment. Air compressor, well or well controller, or shop equipment is not included.		
Contact:	Jim Lawrence	Jeff Beery	Jim Wylie	Bud Reed		
Title:	Manager	Owner	President	President		
Address:	3901 Frontier Circle Norman, OK 73026	1320 Davinbrook Dr. Norman, OK 73072	PO Box 850423 Yukon, OK 73085	2812 N Eastern Ave. Moore, OK 73160		
Phone:	405-520-1652	405-664-0009	405-789-4884	405-237-1311		
Fax:	405-310-2298	_____	405-789-4889	405-37-1352		
NON-COLLUSION AFFIDAVIT:	YES	YES	YES	YES	NO	

- Upon the recommendation of Assistant Purchasing Agent Keri Lyles, Rusty Sullivan moved, seconded by Darry Stacy, that the bids for **BID# - HWY-1631** – Four-Month (4)

B. Old Business:

1. Upon the recommendation of Melinda Duke, Purchasing Agent, Darry Stacy moved, seconded by Rod Cleveland, to **award** BID# - **HD-1628** – Janitorial Service Contract for the Cleveland County Health Department located at 250 12th Avenue, N.E., Norman, Oklahoma and 424 S. Eastern, Moore, Oklahoma, to low bidder, **Facility Care Inc., as follows:**
Norman Location - Monthly Total, \$2,285.00; Convenience Labor per hour, \$15.00; Carpet Cleaning per square foot, \$0.07; and
Moore Location - Monthly Total, \$1,505.00; Convenience Labor per hour, \$15.00; Carpet Cleaning per square foot, \$0.07.
The bid term will be from October 3, 2013 through October 4, 2014, with an option to renew up to two (2) years on an annual basis.
The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

C. Items of Business:

1. Rusty Sullivan moved, seconded by Rod Cleveland, to **accept** the **donation** of 100 yards of 3500 delivered concrete from the **Citizen Potawatomi Nation** ready mix plant to Cleveland County projects in 10 yard increments.
The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.
2. Rod Cleveland moved, seconded by Darry Stacy, to **approve** the **Resolution** proposing the adoption of a policy to increase the daily rate of the cost of incarceration for inmates at the Cleveland County Detention Facility from \$45.00 per day to \$48.00 per day.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.
3. Darry Stacy moved, seconded by Rod Cleveland, to **approve** the **Alcoholic Beverage Tax** in the amount of \$38,027.97.
The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.
4. Rod Cleveland moved, seconded by Darry Stacy, to **approve** the **Renewal of Contract** between the Cleveland County Assessor’s Office and Cox for internet access and computer back-up at a remote location in the amount of \$69.95 per month.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.
5. Darry Stacy moved, seconded by Rusty Sullivan, to **approve** the **Sale** to the highest bidder of the following County Owned Property obtained by Cleveland County at the June 2012 Tax Resale:
 - a. Shady Tree Estates Lot 54 – 1.82 acres Michael Cassettari \$ 600.00
 - b. Shady Tree Estates Lot 53 – 1.60 acres Michael Cassettari \$ 600.00

- c. Hollow Oak Estates Lot 65 – 1.33 acres James Bradley \$1,500.00
- d. Hollow Oak Estates Lot 66 – 1.33 acres James Bradley \$1,800.00
- e. Hollow Oak Estates Lot 75 – 2.31 acres James Bradley \$3,100.00
- f. Hollow Oak Estates Lot 91 – 1.29 acres James Bradley \$ 400.00
- g. Pecan Creek Northeast Lot 134 – 1.26 acres James Bradley \$1,500.00
- h. Shady Creek Estates Lot 11 – 1.85 acres James Bradley \$1,900.00
- i. Sunset Addition Lot 26 Block 3 Bobby Cleveland \$2,000.00

The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, abstain.
Motion carried.

6. Rod Cleveland moved, seconded by Darry Stacy to **approve** the following **Cash Fund Appropriations:**

- a. Co. Assessor’s Revolving Fund \$ 26.00
- b. Bridge Capital Improvement Fund \$ 42.78
- c. Co. Bridge and Road Improvement Fund \$ 51,350.13
- d. Co. Commissioners Bldg. Fund \$ 28.21
- e. Co. Clerk’s Lien Fee Fund \$ 3,374.85
- f. Co. Clerk’s Preservation Fee Fund \$ 33,209.56
- g. County Health Fund \$ 8,589.69
- h. Court Clerk Revolving Fund \$ 10,779.91
- i. DA Incarceration Costs Fund \$ 611.74
- j. Drug Court Revolving Fund Adult \$ 856.00
- k. Co. Fair Board Fund \$ 23,034.80
- l. Highway Unrestricted Fund \$ 683,669.00
- m. S.T.O.P. Violence Against Women Grant Fund \$ 2,706.00
- n. Sales Tax Fund \$ 700,896.62
- o. Sheriff Courthouse Security Service Fee Fund \$ 3,805.43
- p. Co. Justice Center Fund \$ 156,114.94
- q. Co. Sheriff Donation Fund \$ 1,500.00
- r. Co. Sheriff Federal Share Revenue \$ 3.49
- s. Co. Sheriff Justice Assistance Grant \$ 2,000.00
- t. Co Sheriff Revolving Fund \$ 39,784.06
- u. Co. Sheriff Service Fee Fund \$ 59,854.66
- v. Co. Sheriff Jail Fund \$ 7,806.55
- w. Co. Treasurer’s Certification Fee Fund \$ 5,435.00

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

7. Darry Stacy moved, seconded by Rod Cleveland, to **approve** the following **Blanket Purchase Orders** submitted for the following Departments:

District #1:

- 14-1789 T2A Direct Discount Tire \$ 6,000.00
- 14-1854 T2A Palace Auto Supply \$ 3,500.00
- 14-1877 T2A Dept. of Central Service \$ 1,700.00

District #3:

- 14-1808 T2A American Water Works \$ 2,000.00
- 14-1824 T2A James Supplies & Rental \$ 500.00

Assessor’s Office:

14-1788 HR2 Copelin’s Office Center \$ 6,000.00

Building Maint:

14-1855 SM2 Warren Products Inc. \$ 500.00

14-1856 SM2 Champion Supply Co. \$ 500.00

14-1857 SM2 United Refrigeration \$ 1,000.00

County Clerk:

14-1813 F2 Copelin’s Office Center \$ 6,955.00

Fair Board:

14-1858 SF1A Express Services Inc. \$ 5,084.00

14-1859 FF2 Copelin’s Office Center \$ 1,000.00

Health Dept:

14-1770 MD1C Katherine Morgan \$ 100.00

14-1786 MD2 Lowe’s Company \$ 1,000.00

Sheriff’s Dept:

14-1771 B2A Okla. Dept. of Public Safety \$ 1,050.00

14-1772 CCJC2 Darrell W. Cobb \$ 340.00

14-1853 B2A UniFirst \$ 130.00

14-1880 CCJC2 US Fleet Tracking \$ 800.00

14-1881 CCJC1C Benjamin Kevin Hill \$ 2,500.00

14-1882 B2A O’Reilly Automotive \$ 500.00

14-1883 B2A 77 Auto & Collision Repair \$ 1,000.00

14-1884 CFBRE2-300 Pitney Bowes Inc. \$ 300.00

The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.

Motion carried.

8. Rod Cleveland moved, seconded by Darry Stacy, to **approve** the **Certificate of Requesting Officers** on Blanket Purchase Order Numbers:

FY 13/14

General:

14-0001-H2 14-0020-B2A 14-0039-B2A 14-0040-B2A

14-0075-CCJC2 14-0091-CCJC2 14-0947-B2A

Highway:

14-0148-T2A 14-0152-T2A 14-0180-T2A 14-0209-T2A

The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.

Motion carried.

9. Darry Stacy moved, seconded by Rod Cleveland, to **approve** the following **Purchase Orders** for Payment of Personal Services, Travel, Maintenance & Operation, and Capital Outlay from:

FY 13/14

a.	General Fund	\$	876,286.77
b.	Highway Fund	\$	122,646.01
c.	Health Fund	\$	17,513.78
d.	Sheriff Service Fee Fund	\$	7,255.33
e.	Sheriff Commissary Fund	\$	4,648.96
f.	Sheriff Revolving Fund	\$	4,279.30
g.	County Clerk Lien Fee Fund	\$	972.68
h.	County Clerk Preservation Fund	\$	36,349.04
i.	Fair Board Fund	\$	4,865.59

FY 12/13

- a. General Fund \$ 252,865.37
The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

- D. There was no **New Business** to come before the Board.

E. Commissioner’s Discussions regarding County Business:

District #2 Commissioner Darry Stacy said that they have finished their chipping and sealing. They have received some assistance on a paving project that is nearing completion from District #1 Commissioner Rod Cleveland. Overall, in his opinion, things are shaping up nicely on the roads.

District #1 Commissioner Rod Cleveland said that they have received positive feedback on the 149th Street project and the northeast part of the County.

District #3 Commissioner Rusty Sullivan said that since it is the cooler part of the season, their chipping and sealing is finished. Mowing is ongoing to stay ahead of the Johnson grass. He said that road season is moving right along.

Rod Cleveland announced that Governor Mary Fallin is scheduled to visit on Thursday, September 26, 2013, around 3:00 pm. He said that the purpose of the visit is to promote CNG use for vehicles for Counties. Oklahoma County District #2 Commissioner Brian Maughan will join them. Rod Cleveland added that Commissioner Maughan has purchased two CNG pickup trucks to replace three trucks that they had in their fleet. Commissioner Cleveland said that he and Commissioner Stacy each have a new CNG truck. Both Commissioners are well pleased with the \$0.88 per gallon fuel. He said that this is part of an initiative to convert all the fleets in State Government over to CNG.

Darry Stacy said that it is his understanding that Cleveland County may be the first to actually purchase CNG vehicles.

Rod Cleveland confirmed that Cleveland County is the first to begin the conversion to CNG. Darry Stacy said that he is very pleased with the driving performance of the vehicle.

Rod Cleveland said that the new south parking lot is open and discussions will continue regarding parking around the County Office Building as County Employees make additional use of that area. He added that it will free up public parking in some other spaces.

Darry Stacy stated that there is a new person working out of the Office of Emergency Management that is technically employed by United Way.

George Mauldin said that Rolanda Carey will be working for six months on the Long Term Recovery Committee that he chairs.

Darry Stacy said that the job opening in the Maintenance Department has been extended for two weeks and will close at the end of this Friday, September 27, 2013.

F. There were no **Comments** from the **Public**.

G. There being no further business to come before the Board, Darry Stacy moved that the meeting be **adjourned** at 1:24 pm. The motion was seconded by Rod Cleveland. The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes. Motion carried.

(Clerk’s Note: Agenda was posted on September 19, 2013 at 4:23 pm.)