

BOARD OF COUNTY COMMISSIONERS

MINUTES

MAY 16, 2016

Todd Gibson led in **prayer** and **pledge of allegiance**.

The regularly scheduled meeting of the Board of Cleveland County Commissioners was called to order this 16th day of May 2016 in the meeting Room 200 of the Cleveland County Office Building by Vice-Chairman Harold Haralson. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Harold Haralson, Vice-Chairman
Darry Stacy, Member
Tammy Belinson, Secretary

Rod Cleveland, Chairman, was absent.

Others present: Assistant District Attorney Carol Dillingham, Linda Atkins, Earl Cox, Bryan Jenkins, John Roberts, Sarita Scott, Melinda Duke, Joy Hampton, Christine Cartmell, Susan Burr, Susan Moffat, Laura Smith, Rhiana Caldwell, Robert Goff and Kristy Wilson.

After the reading of the minutes of the Regular Meeting of May 9, 2016, and there being no additions or corrections, Darry Stacy moved that the minutes be **approved**. Harold Haralson seconded the motion.

The vote was: Harold Haralson, yes; Darry Stacy, yes.

Motion carried.

A. Bid Openings:

1. Upon the recommendation of Purchasing Agent Melinda Duke, Harold Haralson moved, seconded by Darry Stacy, to **accept** the bids and to **table** the awarding and/or rejecting of the bids until a later date for **Bid #COM-1750** – The purchase and installation of Commercial Grade Fitness Equipment with Accessories and Rubber Mat Gym/Fitness flooring for the Cleveland County Fitness Center.

The vote was: Harold Haralson, yes; Darry Stacy, yes.

Motion carried.

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

CLEVELAND COUNTY BID SUMMARY							
List of Individual Bidders							
	Push Pedal Pull Bid #1	Push Pedal Pull Bid #2	SCR Holding Inc. dba WF Athletic Supply	PR Fitness Equipment Inc. - Bid #1	PR Fitness Equipment Inc. - Bid #2	PR Fitness Equipment Inc. - Bid #3	
BID: #COM-1750							
DEPT: Commissioners							Awarded To:
DATE OPENED: 5-16-16							Tabled 5-16-16
List of Individual Items							
The Purchase and Installation of Commercial Grade Equipment with Accessories and Rubber Mat Gym/Fitness Flooring for the Cleveland County Fitness Center.							
BID PROPOSAL:							
Approx. Delivery and Installation Date:	6 weeks from time of award	6 weeks from time of award	week of July 4, 2016	4 to 6 week from receipt of Purchase Order	4 to 6 week from receipt of Purchase Order	4 to 6 week from receipt of Purchase Order	
Fitness Equipment with Accessories \$:	\$48,964.02	\$30,083.37	\$47,681.15	\$56,742.00	\$50,737.00	\$45,537.00	
Rubber Mat Gym/Fitness Flooring \$:	\$6,935.65	\$6,935.65	\$5,430.00	\$4,775.00	\$4,775.00	\$4,775.00	
Approximate Sq. Ft.:	1750	1750	2000	1525	1525	1525	
GRAND TOTAL \$:	\$55,899.67	\$37,019.02	\$53,111.15	\$61,517.00	\$55,512.00	\$50,312.00	
WARRANTY:	Cardio - 5 yrs part & labor, lifetime on frame	Cardio - 5 yrs part & labor, lifetime on frame	_____	3 years Parts & 3 years Labor.	3 years Parts & 3 years Labor.	3 years Parts & 3 years Labor.	
	Strength - Lifetime on frame, 1 yr parts & labor	Strength - Lifetime on frame, 1 yr parts & labor		Warranty detail information included	Warranty detail information included	Warranty detail information included	
Mandatory On-Site Inspection: Yes or No	Yes	Yes	No	Yes	Yes	Yes	
Exceptions/Statements:	_____	_____	_____	Intenza Bid - Best Option Highest Quality Equipment - Best Value	Matrix Bid - Very good equipment, Middle of Road Price	Free Motion Bid - Most economical - Very Good equipment	
CONTACT INFORMATION:							
Contact Person:	Ryan Anson	Ryan Anson	Ricky Bonzalez	Kay Bank	Kay Bank	Kay Bank	
Title:	Commercial Sales Rep	Commercial Sales Rep	Sales Executive	Inside Coordinator	Inside Coordinator	Inside Coordinator	
Address:	5820 N May Ave. OKC, OK 73112	5820 N May Ave. OKC, OK 73112	11121 Westpark Drive Houston, TX 77049	13716 N Lincoln Blvd. Edmond, OK 73013	13716 N Lincoln Blvd. Edmond, OK 73013	13716 N Lincoln Blvd. Edmond, OK 73013	
Telephone:	405-205-2996	405-205-2996	832-372-1671	405-607-0022	405-607-0022	405-607-0022	
Fax:	405-842-1852	405-842-1852	713-977-7480	405-470-7413	405-470-7413	405-470-7413	
NON-COLLUSION AFFIDAVIT: PA-102(1982)	YES	YES	YES	YES	YES	YES	

B. Old Business:

- Darry Stacy moved, seconded by Harold Haralson, to approve the agreement between Cleveland County and Institute for Building Technology and Safety for administration of the CDBG DR Program.
The vote was: Harold Haralson, yes; Darry Stacy, yes.
Motion carried.

C. Items of Business:

- Darry Stacy moved, seconded by Harold Haralson, to **appoint** Rod Cleveland as the Commissioner **appointee** from Cleveland County and **appoint** Darry Stacy as an **alternate** to the **Board of Chief Elected Officials** by **Resolution** and to **approve** the **Resolution/Agreement** among the Governing bodies of Canadian County, Cleveland County, Hughes County, Lincoln County, Logan County, Okfuskee County, Oklahoma County, Pottawatomie County and Seminole County to establish a unified workforce

development system throughout the Central Oklahoma Workforce Development area.

The vote was: Harold Haralson, yes; Darry Stacy, yes.

Motion carried.

2. Darry Stacy moved, seconded by Harold Haralson, to **table** discussion and/or action on Cleveland County Workers Compensation Coverage.

The vote was: Harold Haralson, yes; Darry Stacy, yes.

Motion carried.

Vice-Chairman Harold Haralson said that the following Items, No. 3 through No. 20 are **Consent Items** and are routine in nature; therefore, Darry Stacy moved, seconded by Harold Haralson, to **approve** the following items:

1. **Rescind and Re-Award** the delivery time on Bid#BE-1747, page 23 for Newman Signs Inc. – Original Invitation to Bid opened from Newman Signs on March 21, 2016 showing a delivery time of 21-28 hours. Per letter on May 5th, 2016 from Newman Signs, the bid should have read 21-28 days not hours. This bid was awarded April 11, 2016.
2. **Renewal of the Agency Agreement Letter** dated January 15, 2007 for the term of July 1, 2016 through June 30, 2017 between the Cleveland County Sheriff’s Office and Leads Online under the same terms, conditions and provisions as originally agreed upon for an annual subscription fee of \$2,988.00.
3. **Renewal Agreement** between the Cleveland County Clerk’s Office and R.K. Black, Inc. for the period July 1, 2016 through June 30, 2017. Total Care maintenance for Source Tech 9620 printer is \$67.43 per quarter and includes 4,500 prints per quarter with an overage charge of \$.01498. Includes all parts, labor, toner, and internal consumables. Paper is excluded.
4. **Renewal Agreement** between the Cleveland County Clerk’s Office and OneSource Managed Services for the period July 1 2016 through June 30, 2017. Maintenance of 2 HP 602X Printers, ID#41316 and ID#41317. No Base rate. \$.0151 per print billed monthly or quarterly for services performed.
5. **Renewal Agreement** between the Cleveland County Clerk’s Office and Underground Vaults and Storage for the period July 1, 2016 through June 30, 2017. Storage Lease Agreement includes economy archives hard copy/x-rays at a rate of \$3.00 per cubic foot per year and environmentally controlled vault storage for electronic media/micrographics at a rate of \$37.50 per cubic foot per year.
6. **Renewal Agreement** between the Cleveland County Clerk’s Office and ARC to renew the maintenance of OCE Plot Wave 300, Serial #330103619 for the period July 1, 2016 through June 30, 2017. The monthly rate is \$147.00, 1000 feet included with an overage charge of \$.0870 per square foot.
7. **Renewal Agreement** between Cleveland County District #1 and Dittner Services to provide monthly monitoring for a fee of \$35.00 per month and a

annual leak detector test in the amount of \$125.00 for the period July 1, 2016 through June 30, 2017.

8. **Agreement** between Cleveland County and Water Services Company to provide quarterly testing in the amount of \$100.00 per test and treatment chemical, if needed, delivered at a rate of \$20.00 per gallon for the period July 1, 2016 through June 30, 2017.
9. **Standard Service Contract** renewal agreement between Cleveland County Clerk’s Office and OneSource Managed Services for the period July 1, 2016 through June 30, 2017. Maintenance of HP Scanjet Ent.7000nx DOC. Capture Workstation, ID #51451 at an annual rate of \$299.50. Maintenance care pack covers parts and labor with the exception of maintenance kits, consumables not included.
10. **Renewal of the annual Copier Maintenance Agreement** between the Cleveland County Purchasing Department and One Source for a Bizhub C360, Serial #OED011008018. Agreement includes all labor, parts and supplies. B/W copies billed monthly at \$.0065 per copy and color copies billed monthly at \$.065 per copy for the period July 1, 2016 through June 30, 2017.
11. **Renewal** of the Agreement between Cleveland County Commissioners and Syntech for the Fuelmaster Fuel Management System during the period July 1, 2016 through June 30, 2017. This agreement is for District #1, #2, and #3. All terms remain the same.
12. **Resolution** to declare surplus and junk the following items from the Cleveland County Clerk’s Office:
F223-3 and F223-4, Microcomputer Keyboard Storage Drawers.
13. **Resolution** to declare surplus and junk the following items from the Cleveland County Treasurer’s Office.
C222-108, C222-166, Gigabit Switch
C222-173, tape Drive with Rack Mount and Serial SCSI Card.
14. **Resolution** to declare surplus the following items from the Cleveland County Treasurer’s Office:
Filing Cabinets – C104-15, C104-16, C104-17, C104-19, C104-20, C104-21, C104-22, C104-23, C104-24, C104-25, C104-26, C104-27, C104-28, C104-29, C104-30, C104-31 C104-33, C104-34, C104-35, C104-36, C104-37, C104-39, C104-40, C104-41, C104-45, C104-46 C104-70.
Desk Tops – C105-37, C105-37A, C105-38, C105-38A, C105-39, C105-39A, C105-40, C105-40A, C105-41, C105-41A, C105-42, C105-42A, C105-43, C105-43A, C105-44, C105-44A, C105-45, C105-45A, C105-46, C105-46A, C105-47, C105-47A, C105-48, C105-48A, C105-50, C105-51, C105-55, C105-56, C105-56A, C105-57, C105-57A, C105-58, C105-61, C105-62, C105-67, C105-67A, C105-68A, C105-70, C105-70A, C105-71, C105-71A, C105-72, C105-72A, C109-9, C111-6, C111-7.
15. **Approval** of the **April 2016** Monthly Reports of the following Officers:

- a. Bryant Rains, Election Board
- b. Tammy Belinson, County Clerk
- c. Jim Reynolds, County Treasurer
- d. David Tinsley, County Assessor
- e. Rhonda Hall, County Court Clerk
- f. Joe Lester, County Sheriff
- g. Keith Reed, County Health Department

16. Approval of the following Blanket Purchase Orders submitted for the following Departments:

District #1

16-4575-T2A	Copelin’s Officer Center	\$ 1,500.00
16-4576-T2A	Fleet Pride	\$ 1,500.00
16-4606-T2A	CBI Pipe & Supply	\$ 500.00

District #2

16-4577-T2A	O’Reilly Automotive	\$ 3,500.00
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District #3

16-4555-T2A	UniFirst	\$ 600.00
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Building Maintenance

16-4612-SM2	Johnson Controls	\$ 1,000.00
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Health Dept.

16-4565-MD2	Lowe’s Companies	\$ 2,000.00
16-4566-MD1C	Sara King	\$ 200.00

Sheriff Dept.

16-4524-B2A	Standley Systems	\$ 800.00
16-4630-B2A	Copelin’s Office	\$ 800.00
16-4632-CCJC1C	Global Prisoner Services	\$ 3,000.00

17. Approval of the Certificate of Requesting Officers on Blanket Purchase Order Numbers:

FY 15/16

General:

16-0056-E2	16-0401-SL2	16-0897-R2	16-1285-R2
16-1901-CCJC2	16-2517-CCJC2	16-2696-SL3	16-2885-R3BS2A
16-3551-E2	16-3686-E2		

Highway:

16-0640-T2A	16-0828-T2A	16-1779-T2A	16-2612-T2A
16-3374-T2A	16-4193-T2A		

Health

16-0284-MD2 16-0354-MD1C

18. Review, Audit, and Approve Purchase Orders for Payment of Personal Services, Travel, Maintenance & Operations, and Capital Outlay from:

FY 15/16

a. General Fund	\$ 141,281.88
b. Highway Fund	\$ 123,775.97
c. Health Fund	\$ 19,347.37
d. Sheriff Service Fee Fund	\$ 8,104.60
e. Sheriff Commissary Fund	\$ 3,336.38
f. Sheriff Jail Fund	\$ 70,127.44
g. Sheriff Mobil Command Fund	\$ 2,000.00
h. Treasurer’s Certification Fee Fund	\$ 802.00
i. CDBG Grant Disaster Recovery Fund	\$ 13,496.00
j. County Clerk Lien Fee Fund	\$ 4,414.92
k. Fairgrounds Fund	\$ 998.87

The vote was: Harold Haralson, yes; Darry Stacy, yes.
Motion carried.

END OF CONSENT DOCKET.

- D. There was no **new business** to come before the Board for discussion.

- E. During Commissioner’s discussions about **County Business**, Commissioner Haralson said the County is moving forward with the Wellness Committee in getting the Wellness Center up and working and looks forward in bringing that to completion.

- F. There were no **comments** made by the **Public**.

- G. At this point in the meeting at 1:10 p.m., Darry Stacy moved, seconded by Harold Haralson, to go into Executive Session for the purpose of the following: Pursuant to 25 O.S. 307 B.1. Discussing the employment, hiring in the Cleveland County Human Resources Department.
The vote was: Harold Haralson, yes; Darry Stacy, yes.
Motion carried.

- H. At approximately 1:13 p.m., the Board **reconvened** from Executive Session; during such time the Board of County Commissioners only discussed what was on the agenda and took no action or votes on the following:
Pursuant to 25 O.S. 307 B.1.: Discussing the employment, hiring in the Cleveland County Human Resources Department.

Darry Stacy moved, seconded by Harold Haralson, to employ Teri Cox according to the terms and conditions previously agreed to as Manager of the Cleveland County Human Resources Department.

The vote was: Harold Haralson, yes; Darry Stacy, yes.

Motion carried.

- I. There being no further business to come before the Board, Darry Stacy moved that the meeting be **adjourned** at 1:15 pm. Harold Haralson seconded the motion.

The vote was: Harold Haralson, yes; Darry Stacy, yes.

Motion carried.