

August 14, 2006

The regularly scheduled meeting of the Cleveland County Budget Board was called to order this 14<sup>th</sup> day of August, 2006, in the conference room of the Cleveland County Fairgrounds, 605 E. Robinson, Norman, Oklahoma, by Chairman Leroy Krohmer. Roll was called by Dorinda Harvey, County Clerk/Secretary and those present were:

Leroy Krohmer, Chairman  
Saundra DeSelms, Vice-Chairman  
Dorinda Harvey, Secretary  
F. DeWayne Beggs, Member  
Bill Graves, Member  
Rhonda Hall, Member  
Denise Heavner, Member  
George Skinner, Member

Others present were: Christine Brannon, Tammy Howard, Tim Kuykendall, Irby Taylor, Randall Turk, Glen Turner, Bob Wood, Neil Vickers, Donna Roberts, Diana Hartley, and Mike Kelly.

After the reading of the minutes of the regular meeting of July 24, 2006, and there being no additions or corrections, George Skinner moved that the minutes be approved. Saundra DeSelms seconded the motion.

The vote was: Leroy Krohmer, yes; Saundra DeSelms, yes; Dorinda Harvey, yes; F. DeWayne Beggs, yes; Bill Graves, yes; Rhonda Hall, yes; Denise Heavner, yes; George Skinner, yes.

Motion carried.

Denise Heavner moved, seconded by Rhonda Hall, to approve the following Transfer of Appropriations:

- a. From General Government Maintenance and Operations, R2, \$13,704.00, to Sheriff's Board of Prisoners, B2B.

The vote was: Leroy Krohmer, yes; Saundra DeSelms, yes; Dorinda Harvey, yes; F. DeWayne Beggs, yes; Bill Graves, yes; Rhonda Hall, yes; Denise Heavner, yes; George Skinner, yes.

Motion carried.

Chairman Krohmer called for miscellaneous discussion and called upon Mike Kelly, with Kaighn and Associates. Mr. Kelly presented the Board with a list of documents, one for Nashert (contractor for renovation and county office building and courthouse) for their signature, the seconded for the Board's review, which establishes the date of substantial completion as of last Monday. Nashert is obligated under contract to provide a list of documents left incomplete or defective and the value of those items. As soon as those are received they will be included in the document for the Board's signature, but it will establish the date of August 7, as the date of substantial completion. Until that document is returned

from Nashert the Board can't really sign anything because it requires an attachment. The Board will just see this in the transmitted letter. Mr. Kelly continued saying the letter that was forwarded to Nashert requested that information. Mr. Kelly stated what he had given the Board was the Board's copy of what was forwarded to Nashert, for obligations Nashert has and for information they have to provide to the Board, which Kaighn and Associates has to review.

Chairman Krohmer asked Mr. Kelly when possession could be obtained.

Mr. Kelly replied that in his estimation the building was substantially completed last Monday (August 7). Nashert has obligations for 30 days to complete any items remaining on the punch list. Mr. Kelly stated he and Bob Wood have gone through and punched the entire building and Nashert is taking care of those items. Mr. Kelly stated the County could start its move in now.

Chairman Krohmer asked about the shelves in the County Clerk's Office if that had been resolved and Mr. Kelly replied it had not, the shelves can be put on a punch list and can be included in the document.

Chairman Krohmer asked if Nashert had the information to build the shelves and Mr. Kelly stated they did not have all of it. The space has to be measured and given to Nashert. There is a sketch to give to Nashert, as there is no existing drawing of the shelves. Dorinda Harvey the County Clerk has described the depth and the width and Mr. Kelly will provide that to the contractor.

George Skinner asked Mr. Kelly when Nashert's time ends on the project?

Mr. Kelly stated the date of substantial completion, completes for Nashert's liquidated damages portion from the January date until this date and time is \$150.00 per day. This also establishes the beginning day of the start of the work for the courthouse building.

Different Officers and Mr. Kelly discussed what all could start being brought into the building.

Locking of the doors to the building was discussed and who all would have keys, Mr. Kelly stated that the contractor has to have free rein to the building to finish the entire punch list.

Tim Kuykendall, District Attorney, asked Mr. Kelly if the documents given to the Board addresses the liquidated damages and the per day penalties as to an exact dollar figure.

Mr. Kelly replied that is a multiplier of the difference between dates that the contract has been extended by change order and Mr. Kelly believes that is sometime around mid January to this date per calendar day times \$150.00. Mr. Kelly stated that would be a change order document because that is how you modify either the time of the contract, or the dollar amount on the contract. Mr. Kelly also spoke about the retainage, which the document that he presented to the Board talks about, and once the document is signed there will be an obligation on the part of the county to start releasing some of that retainage, because the county doesn't need four to five hundred thousand dollars to insure the completion of those items. (Punch list items) That amount has to be established in this document and that has not been established yet. That is the letter reporting to Nashert to estimate that amount of remaining work. Mr. Kelly stated he is going to analyze that number, he wants to make sure the county is protected with the remaining funds. The completion date for the old building (Old Courthouse) is 200 days from August 7, 2006.

Locking of the building was brought up again and Bob Wood stated the building would be locked at 5:00 P.M. He is assuming at this point that he will give all of the department heads

a key and each department would be responsible if someone is working late, to stay and lock the building.

Mr. Kelly stated the insurance needed to change over, because the County will be putting its goods into the building.

The blinds needs to be put in place before anyone starts moving into the building and Tammy Howard, Purchasing Agent, will contact everyone when that is completed.

Rhonda Hall, Court Clerk, asked about the dates we would be moving back into the building?

Tammy Howard responded the county was thinking about closing September 27, 28, and 29 and Chairman Krohmer stated he thought that was still the plan and asked the other Board Members if they agreed. Everyone agreed.

Tim Kuykendall, District Attorney, stated it was not on any agenda to officially pick a move date and his suggestion is to discuss it is fine but we really can't pick a date until the County knows what S.W. Bell is going to do in terms of scheduling. So he suggest to have Ms. Howard, call S.W. Bell and see what their scheduled is like as far as being able to move the County and maybe have them pencil in a date subject to the Board's approving it and then get it on the Commissioner's Agenda to officially deciding on a move date.

Ms. Howard doesn't think that will be a problem, and thought that was a good idea, because we need to start alerting the public, advertise again that the County is moving.

Chairman Krohmer asked if Ms. Howard would have it ready for the Commissioner's Agenda next Monday and they will set the date then.

Glen Turner spoke about the electronic locks and stated all he is waiting on is the locks that were defective to be fixed. Mr. Turner said the printer for the cards should arrive by the end of the week and it will take him 3 to 4 days to design the program so probably within the next 3 weeks cards can be printed. Something will be worked out as to employees coming over to the D. A.'s Office to have their picture taken.

Mr. Kelly stated it was not required to have that system (electronic locks) in place for the security of the building the keys can actually lock the building down.

Bob Wood wants to give the Elected Officials keys next Monday, but he doesn't have all of the keys to give to the employees. Keys were talked about and two keys might be required one for the doors and one for the floor the Official is on.

There being no further business to come before the Board, George Skinner moved that the meeting be adjourned. Rhonda Hall seconded the motion.

The vote was: Leroy Krohmer, yes; Sandra DeSelms, yes; Dorinda Harvey, yes; F.

DeWayne Beggs, yes; Bill Graves, yes; Rhonda Hall, yes; Denise Heavner, yes; George Skinner, yes.

Motion carried.