

# CLEVELAND COUNTY BUDGET BOARD

## SPECIAL MEETING

### MINUTES

**THURSDAY, MAY 25, 2017**

The special meeting of the Cleveland County Budget Board was called to order at 1:00 p.m. this 25<sup>th</sup> day of May 2017 in the Conference Room located at 122 E. Eufaula Street, Norman, by Chairman Harold Haralson. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Harold Haralson, Chairman  
Jim Reynolds, Vice-Chairman  
Tammy Belinson, Secretary  
Rod Cleveland, Member  
Sheriff Joseph Lester, Member  
Darry Stacy, Member  
David Tinsley, Member

Marilyn Williams, Member, was absent.

Others present were: Assistant District Attorney Jim Robertson, Linda Atkins, Doug Warr, John Roberts, Alison Vinson, Melinda Duke, Christi Morren, Annette Pretty, Terri Morrow, Michael D. Denton, Mark Stonecipher and Greg Castro.

#### **A. Items of Business:**

- 1. Chairman Haralson** called for discussion, consideration and/or action to approve the **Fiscal Year 2017-2018 Budget**.

Rod Cleveland said he recommended doing this today and then follow-up on Tuesday by calling a special meeting to finish presentations and then put the budget together.

Tammy Belinson said that she needs time to get the publication to the newspaper and added that she has received budgets from several offices. The Sheriff turned in his budget on last year's format.

Jim Reynolds asked if they were to use the new format.

Tammy Belinson said, "I got most of them done, I can just change the numbers." She passed some budgets around so everyone could see the format style used this year.

Chairman Haralson said that the Excise Board approved the Cleveland County General Fund Revenue Projections and Fund Balances for FY 2017/2018, in an earlier meeting today to the amount of \$40,399,632.00.

2. Darry Stacy moved, seconded by Sheriff Joseph Lester, to **approve** a resolution regarding the encumbrance of funds to satisfy contractual obligations of Cleveland County.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Joseph Lester, yes; Darry Stacy, yes; David Tinsley, yes.  
Motion carried.

3. Sheriff Lester discussed **problems in billing** regarding appropriations from the Sheriff's Inmate Trust Checking Account to the Sheriff's Commissary Account. Sheriff Lester said he visited with the auditor this morning and 75% of the invoices are ready to pay now. He explained that what happened is the providers miss-billed them. For example, they billed inmate indigent kits over \$4,000.00 for a week. It should have been \$400.00. So they kept sending them back to the providers for a corrected invoice. There is a new manager for this area that they have discussed this matter with and he is working on that. The next two weeks should catch them up on making corrections.

Jim Reynolds asked if they were over charged how many weeks that went on.

Sheriff Lester replied it is not considered over billing, but "mis-billing". His department refused to pay an incorrect invoice. Upon receipt of an incorrect invoice they contacted the provider for an invoice that matched their records.

Chairman Haralson said that according to the auditor there is a printed form that gives him the information that shows what is in each area. The auditor says that in the Commissary, there is \$144,130.43 that needs transferring to the Commissary Fund. For inmate destruction of property there is \$552.93 and it needs to go into the Commissary Fund. Lattice Phone Time, \$1.00 and Legal Copies, \$79.37, all go into the Sheriff's Service Fee Fund. The Medical Co-Pay, \$8,475.83 to Sheriff's Service Fee Fund and Phone Cards, \$9,439.62 to the Sheriff's Service Fee Fund. He said the auditor indicated in his report to make deposits in a more timely fashion and asked if this is a lack of financial accounting. He asked for an explanation on how this happened.

Sheriff Lester said he will have to look at it more, because the auditors gave him the report only this morning. Everything the auditors requested, they provided. His office is changing the ways they audit each of their accounts and will do that monthly as suggested by the auditors. They are going to audit the Inmate Trust Account back to the beginning of when they took over to rectify all of that. He said the auditors showed them the correct way to do it. Previously, that was how it was done and now they are doing it the right way.

Sheriff Lester said that the money generated in the jail is used to run the jail and stays in that account.

Chairman Haralson said that is his understanding from the auditor.

Darry Stacy wanted to know why the money was not deposited on a monthly basis prior to January.

Tammy Belinson said, "This particular year it has been every other month. Previous years it has been monthly."

Sheriff Lester said deposits were detained to get the billing right. Also, they lost employees that worked on it, but they are taking steps to rectify that now.

Chairman Haralson said the money needs deposited with the Treasurer, which is the point the auditor was making.

Darry Stacy said it is needed for the operation of the jail.

Chairman Haralson said according to the auditor that amounts to \$158,908.26.

Tammy Belinson said, "Which is much-needed."

Sheriff Lester said, "I don't disagree with that. We are working to rectify it."

4. The Board took action on the **Requested** Transfer of Appropriations as follows:

Darry Stacy moved, seconded by David Tinsley, to **approve** the following:

- a. From **OSU Extension, E1A**, Personnel Services, \$10,000.00 to **OSU Extension, E3**, Capital Outlay, \$10,000.00.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Joseph Lester, yes; Darry Stacy, yes; David Tinsley, yes.

Motion carried.

Darry Stacy moved, seconded by David Tinsley, to **approve** the following:

- b. From **Fairgrounds, SFG4**, County Fair Premiums & Awards, \$8,093.00, and SFG1C, Fairgrounds Travel, 1,000.00 to **Fairgrounds, SFG3**, Fairgrounds Capital Outlay, \$9,093.00.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Joseph Lester, yes; Darry Stacy, yes; David Tinsley, yes.

Motion carried.

**B.** During **Budget Board Members** discussions regarding **County Business**, Jim Reynolds said they have gotten answers to the RFP's for the Wellness Clinic. The consulting company is putting all that information together and the Board may deal with it next month. The only other major thing to deal with is the Plan Design and moving forward on the Wellness Clinic.


**C.** At approximately **1:33 pm** and there being no further business to come before the Board, Darry Stacy moved, seconded by David Tinsley, to **adjourn** the meeting.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Joseph Lester, yes; Darry Stacy, yes; David Tinsley, yes; Marilyn Williams, yes.


Motion carried.

(Clerk's Note: The agenda was posted on May 23, 2017 @ 11:55 AM.)

**BUDGET BOARD**  
CLEVELAND COUNTY, OKLAHOMA

  
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~~Harold Haralson, Chairman~~ Absent  
Jim Reynolds, Vice-Chairman

**ATTEST:**

  
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Tammy Belinson, County Clerk and Secretary to the Board

Minutes Prepared by:   
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Deputy County Clerk

