



**CLEVELAND COUNTY BUDGET BOARD
MINUTES
TUESDAY, OCTOBER 13TH, 2020**

This Regular meeting was conducted under 25 O.S §306 (C) (Signed and enacted March 18, 2020). The meeting took place in the Board of County Commissioners Meeting Room and through teleconference. Public observing social distancing joined the meeting by calling (346) 248-7799 and used meeting ID is 810 640 1540. The Password is 703359. Public comment was made by calling ahead to (405)366-0200 to be added to the list.

The regularly scheduled meeting of the Cleveland County Budget Board was called to order at 10:30 a.m. this 13th day of October 2020, in conference room 200 of the Cleveland County Office Building, 201 South Jones, by Chairman Darry Stacy. Linda Atkins, Deputy County Clerk/Secretary, called roll and those present were:

Darry Stacy, Chairman
Tammy Belinson, Secretary
Sheriff Blake Green, Member
Harold Haralson, Member
Douglas Warr, Member
Marilyn Williams, Member (by Remote)

Jim Reynolds, Vice-Chairman and Rod Cleveland, Member, were absent.

Others present were: Assistant District Attorney Jim Robertson, Assistant District Attorney Kristina Bell, Terri Morrow, Melinda Duke, John Roberts, Brian Wint, Brenda Hill, Bryan Jenkins, Alison Vinson, Kathy Singer, Billijo Ragland, Shannon Largent, Christy Morren (by Remote), Tyler Crook, Laura Smith, Daniel Thatcher, Melissa Nies, and Denise Ellison.

After the reading of the minutes of the **Regular Meeting of the Regular Meeting of September 14, 2020; Special Meeting of October 1, 2020; and Special Meeting of October 8, 2020**, and there being no additions or corrections, Harold Haralson moved, seconded by Douglas Warr, to **approve** the minutes.

The vote was: Darry Stacy, yes; Tammy Belinson, yes; Sheriff Blake Green, yes; Harold Haralson, yes; Douglas Warr, yes; Marilyn Williams, abstain.
Motion carried.

A. Old Business:

1. Harold Haralson moved, seconded by Douglas Warr, to **approve** the **Final Budget** for 2020/2021 Fiscal Year.

Tammy Belinson said that she sent all of the elected officials a copy of the final numbers. The number given last week did not include the reserves and learned that the County is doing better than originally thought. Meaning that they were

able to put an extra two million into the Capital Improvement, plus give everyone their personnel contingency amounts based on the formula agreed upon. The grand total budget with the reserve is \$56.0 million, not the \$53.0 million, and that does include the CARES ACT money they received. Copies of the Budget were available to signing.

The vote was: Darry Stacy, yes; Tammy Belinson, yes; Sheriff Blake Green, yes; Harold Haralson, yes; Douglas Warr, yes; Marilyn Williams, yes.

Motion carried.

2. Tammy Belinson moved, seconded by Harold Haralson, to **approve the Publishing of the Final Budget for the 2020/2021 Fiscal Year.**

The vote was: Darry Stacy, yes; Tammy Belinson, yes; Sheriff Blake Green, yes; Harold Haralson, yes; Douglas Warr, yes; Marilyn Williams, yes.

Motion carried.

B. Items of Business:

1. **No updates or discussions at this time from the Employee Benefits Committee.**
2. **No updates or discussions at this time from the Infrastructure Committee.**
3. **Alison Vinson updated on the HR Department.** Option period begins on October 14th through the 16th in the Commissioners' Meeting Room. She asked to go visit with the American Fidelity representatives who are presently at the Detention Center today. Wednesday, they will be at the County Office Building from 8:00 a.m. to 4:00 p.m. Thursday, 8:00 a.m. to 4:30 p.m.; and Friday, 8:00 a.m. to 4:30 p.m. Election Board; they will be out there on Wednesday, 9:30 a.m. to 11:30 a.m. and Fairgrounds, from 9:00 until they finish. The three Districts are scheduled as well and encouraged everyone to meet with American Fidelity regardless if there are no changes. Everything needs to be turned in by the 20th of October 2020.
4. **Melinda Duke updated on the Purchasing Department.** She said that the Purple Wave auction brought in \$29,865.00. She said that the Purple Wave auctions have proved once again to be very beneficial to the county as compared to having regular auctions.
5. Blake Green moved, seconded by Douglas Warr, to **approve the following Cash Fund Appropriations:**

a.	Assessor Revolving	\$	215.50
b.	Bridge Capital Improvement	\$	47.22
c.	County Clerk Lien Fee	\$	10,661.81
d.	Co Bridge and Road Improvement	\$	426,841.27
e.	Commissioners Bldg Fund	\$	125.96
f.	Court Clerk Revolving Fund	\$	9,683.90
g.	Co. Clerk Rec Mgmt/Preservation Fee	\$	58,231.53
h.	DA Revolving Fund	\$	901.45
i.	District Court Rev Fund	\$	5,105.60

j.	Drug Court Contribution/Donation	\$	264.45
k.	Fairgrounds	\$	22,744.62
l.	Health	\$	14,902.58
m.	Highway	\$	691,437.74
n.	Jail Commissary	\$	35,517.54
o.	Juvenile Drug Court Revolving Fund	\$	19,506.72
p.	Local Emergency Planning Committee	\$	1,000.00
q.	Sales Tax	\$	449,916.75
r.	Sheriff Service Fees	\$	203,639.14
s.	Treasurer Certification Fee	\$	6,505.00

The vote was: Darry Stacy, yes; Tammy Belinson, yes; Sheriff Blake Green, yes; Harold Haralson, yes; Douglas Warr, yes; Marilyn Williams, yes.
Motion carried.

6. Blake Green moved, seconded by Douglas Warr, to **approve the Transfer of Erroneously** deposited funds that were deposited into Health M&O Account 105265-54000 and should have gone into the Healthy Living Block Account 105267-55000 in the amount of \$200,000.00.

The vote was: Darry Stacy, yes; Tammy Belinson, yes; Sheriff Blake Green, yes; Harold Haralson, yes; Douglas Warr, yes; Marilyn Williams, yes.
Motion carried.

C. No new business was brought before the Board for discussion.

- D. During Budget Board Members discussions concerning County Business,** Tammy Belinson said that ExecuTime no longer has Adriana to guide them through projects through Tyler and thinks it would be the best benefit to do a department at a time and then the others can decide if they would like to join in on ExecuTime. She and Marilyn Williams are going to go first to get all of the bugs worked out and then the Assessor and the Treasurer will go second when phase two is implemented. A field trip to Oklahoma County is being planned and will take whoever wants to go with their group. Some from the Treasurer's Office is going and her payroll department is going.

The purpose of the trip is to see how it is functioning in another county and see how it will affect payroll and how it works period.

Chairman Stacy asked for comments or discussions.

Douglas Warr asked how long it will take to learn to use the program.

Tammy Belinson said that she will have a sit down with Alison Vinson to determine where they are at in the process.

She said, "I don't know how far out we are."

Denise Ellison asked what day is the field trip.

Tammy Belinson said that it was set for Thursday, October 15, 2020, but Tammy Richards and Jim Reynolds are off and so the next available date is October 29, 2020.

Harold Haralson suggested that Terri Allison go on the trip since the Sheriff's Office is the largest department and should participate.

Tammy Belinson said that they are going to the payroll person in Oklahoma County and may want to schedule the person from the Sheriff's Department who keeps the time and will help answer questions one might have on how the scheduling is set up and things set up by somebody using the module rather than it coming from Tyler because Tyler's training is not the greatest. She said, "I would be happy to try to arrange that for you. But by all means, have Terri go with us when we have Payroll go and I'm thinking you may want to take it a step further and set down with the folks at Oklahoma County and gets first-hand training from them."

Sheriff Blake Green said her to send him the dates and time.

Tammy Belinson said that she will do that.

Harold Haralson said he presumes that the previous way they've been doing it will continue for some time; and, assumes that if the Sheriff's Department finds that they can't utilize the system as it is currently set-up that they can continue to use the current system.

Tammy Belinson said, "By all means. Yes, we will still manually add in everybody's; and, that goes for the warehouses too and the outside departments that turn in their time into payroll. We will still manually add those in until we get those implemented on to ExecuTime. Once you are on ExecuTime it is all electronic, it will just automatically do it for you."

Harold Haralson said, "Our system is going to be where my person at the barn mainly enters the data."

Tammy Belinson said that is fine.

Harold Haralson said, "It's just that he has so many people that he can't do that."

Tammy Belinson said, "He's a unique creature; and, that's why I bought the extra module that Oklahoma County had to turn around and buy on top of their's, once they started getting into their time-keeping system, they realized that there was more needed. So, I went ahead right-off the bat whatever they implemented, I purchased. So, but I just think it would be very beneficial if we could talk to someone in the Sheriff's Department that is actually doing it and how they set up your work groups. Obviously, we could get some tips and tidbits from them and then we can take that and come back and set you up with that knowledge with the way that you would like to have it. So or whomever you assign it to. Does that sound good?"

Sheriff Blake Green said, "I am very skeptical."

Tammy Belinson said, "Okay, the field trip up there might answer all your questions; and, if you say it's not going to work for us, and that's fine, we will manually enter in all of yours, all 191 of them."

Harold Haralson said, “I heard you say, ‘we’. Does that mean you?”

Tammy Belinson said that it means her Payroll Department.

Harold Haralson said, “That might answer his questions; he was under the impression that he might have to add extra people to do the data entry.”

Tammy Belinson said, “No, whomever your timekeeper is now, your employees, I do not know how you keep your time in your department, so I don’t want to over-speak my bounds, how you are doing it, is how probably how you are going to do it in ExecuTime; because I know the Oklahoma County Sheriff’s Department had a lot that they worked out to get it to fit them uniquely. That’s why I want to get their knowledge before we make a final decision on you.”

Sheriff Blake Green said, “I’m sorry, but it’s just that the Oklahoma Sheriff’s Office is not what we are modeling our Sheriff’s Office after; and so there’s...”

Tammy Belinson said that as far as the entry, she is not saying follow their system to the letter. It is about learning to get the information into the system; and, it will help to decide how to set everything up. It is all contingent on the decision made by the Sheriff Department. Somehow they are getting that data in the system; and, that is what she wants to know.

Chairman Stacy asked if there were any questions or comments.

Douglas Warr said that his office is dealing with the Moore-Norman Career Tech tomorrow on the luncheon meeting about their new website.

Anyone may join the meeting on the website. The class is for realtors, business people, and those wanting to learn about the website and is scheduled for Thursday, October 15, 2020, from 11:30 A.M. to 1:00 P.M.

Chairman Stacy said, “Okay, anybody else?”

Tammy Belinson said, “I do have a question. Marilyn and I talked about this before the meeting. The COVID testing; when you have an employee that’s been exposed or even tested positive, at what point are you letting that employee come back? Because, I think we are all doing it a little bit differently. The Clinic is not releasing any patients if they tested positive until they have two negative tests. What’s our policy here? Is it one negative test or is it two?”

Harold Haralson said that the CDC guidelines specify ten (10) days.

Chairman Stacy said, “We don’t have a policy.”

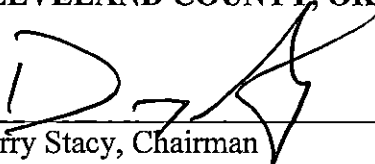
Harold Haralson said, “From the time you have tested positive after ten (10) days if you have no symptoms, you may return.”

Chairman Stacy said that it is up to each elected officer in their offices. He recommends following CDC guidelines.

- E. No comments from the **Public** were made during the meeting.
- F. There being no further business to come before the Board, Tammy Belinson moved that the meeting be adjourned at 10:50 a.m. Douglas Warr seconded the motion.
The vote was: Darry Stacy, yes; Tammy Belinson, yes; Sheriff Blake Green, yes; Harold Haralson, yes; Douglas Warr, yes; Marilyn Williams, yes.
Motion carried.

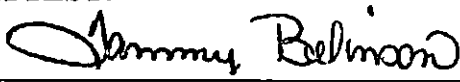
(Clerk's Note: The agenda was posted on the 08th day of October 2020 at 3:05 P.M.)

**BUDGET BOARD
CLEVELAND COUNTY, OKLAHOMA**



Darry Stacy, Chairman

ATTEST:



Tammy Belinson, County Clerk and Secretary to the Board

Minutes Prepared by: 

Deputy County Clerk

