

November 5, 2007

The regularly scheduled meeting of the Board of County Commissioners was called to order this 5th day of November, 2007, in meeting room 240 of the Cleveland County Office Building by Chairman George Skinner. Tammy Howard, County Clerk/Secretary, called roll and those present were:

George Skinner, Chairman  
Rusty Sullivan, Vice-Chairman  
Rod Cleveland, Member  
Tammy Howard, Secretary

Others present were: Christine Brannon, David Batton, Melinda Duke, Peggy Laizure, James Tryee, Deborah VanWye, Jim Helm, F. DeWayne Beggs, Sid Stell, Sylvia Martin, Georgia VanHorn, Brenda Byrd, Sandra Longcrier, Regan Lynn, Susan Moffat and Bobby Stevens.

Chairman Skinner began the meeting with the Pledge of Allegiance.

After the reading of the minutes of the regular meeting of October 29, 2007, and there being no additions or corrections, Rusty Sullivan moved that the minutes be approved. Rod Cleveland seconded the motion.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.  
Motion carried.

George Skinner moved, seconded by Rod Cleveland, to award County Bid #COM-1350 – One-Year (1) Non-Encumbered Contract with the option to renew up to two (2) consecutive years, for the Rental/Cleaning of New 100% Cotton and New Polyester/Cotton Blend Uniforms, Coveralls and Overalls for the County to Unifirst Holdings, L.P. The low bidder was not awarded the contract due to problems in the past. The bid term will be from the bid award date through one-year (1).

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.  
Motion carried.

Chairman Skinner called for discussion, consideration, and/or action on the Jail Report from Sid Stell.

Mr. Sid Stell presented the following report:

The Cleveland County Detention Center held an average of 200 inmates this week. The following are the daily inmate counts which were taken at 8 a.m. on each day listed.

Date	Head Count	Pott Co.	Other	C.C.D.C.
10/29/2007 Mon	196	0	4	192
10/30/2007 Tues	198	0	4	194
10/31/2007 Wed	193	0	4	189
11/01/2007 Thur	197	0	4	193
11/02/2007 Fri	199	0	4	195
11/03/2007 Sat	224	0	4	220
11/04/2007 Sun	220	0	4	216
<u>Daily Average</u>	<u>204</u>	<u>0</u>	<u>4</u>	<u>200</u>

The Book-Ins comparison for this week:

	<u>2001</u>	<u>2002</u>	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
F	20	27	21	19	32	33	45
M	<u>85</u>	<u>110</u>	<u>103</u>	<u>98</u>	<u>92</u>	<u>91</u>	<u>144</u>
	105	137	124	117	124	124	189

Interim Director Carl Pierce of the Pottawatomie County jail is diligently working to create bed space for 20 of our inmates this week. Mr. Pierce's population last week was near maximum. Captain Stell will follow-up with Mr. Pierce's progress. There were 5 inmates transported to the Department of Corrections during this week. The District Judges and D.A.'s Office continue to utilize their respective offices to carefully screen inmates who may qualify for pre-release or community sentencing programs. As a result of those efforts there are 24 inmates on electronic monitoring devices.

Rusty Sullivan moved, seconded by Rod Cleveland, to accept the Jail Report.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.

Motion carried.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the renewal for another year County Bid #HD-1305 – Janitorial Services for the Cleveland County Health Department located at 250 12<sup>th</sup> Avenue, N.E., Norman, OK. All terms and conditions will remain the same. The renewal period will be from November 6, 2007 through November 5, 2008.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Renewal Service Agreement between the Cleveland County Treasurer and Sooner Copy Machines, Inc. The agreement will be in effect from July 1, 2007 through June 30, 2008 for the following Copier and Printers:

- a. (1) Sharp #AR-BC260 with a per copy charge of \$0.0095 for black & white copies and \$0.08 for color copies.
- b. (7) Sharp #AR-M455NA with a per copy charge of \$0.0075 for black & white copies and \$0.07 for color copies.
- c. (7) Sharp #MX-4501 with a per copy charge of \$0.0075 for black & white copies and \$0.07 for color copies.
- d. (1) Sharp #AR-P450 with a per copy charge of \$0.0075 for black & white copies and \$0.07 for color copies.
- e. (1) Hewlett Packard #4250TN with a per copy charge of \$0.05.
- f. (1) Destroyit Paper Shredder 4003CC with a monthly charge of \$16.75 per month.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.

Motion carried.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the Renewal Service Agreement between the Cleveland County Treasurer and Manatron, Inc. The agreement will be in effect for one-year (1) for the following:

- a. IBM 6000 Server, S/N #10F528D at \$334.00 per month.
- b. Software Support Services for Tax Manager (COBTMG) at \$5,793.00 per month.
- c. Trust Deposit Support (COBTD) at \$1,256.00 per month.
- d. Software User License for Collectmax-S and Webhost Collect-S at \$738.00 per month with a Hosting Fee of \$246.00 per month.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Surface Transportation Program Application for Federal Fiscal Year 2012.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.

Motion carried.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve Lease Agreement between the Cleveland County Health Department and Sooner Copy Machines, Inc. for (1) Sharp Copier, Model #AR-168D, at \$42.00 per month. The term will be for 1-year with the option to renew up to 2-years.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.

Motion carried.

George Skinner moved, seconded by Rod Cleveland, to approve Contract Addendum between the Cleveland County Health Department and Vivian Y. Gibson for Direct Observed Therapy Services. The Contract Expense Cap will be increased from \$4,000.18 to \$26,375.18. This will include an additional 900 visits at \$6.00 per visit (\$5,400.00) and an additional 35,000 miles at \$0.485 per mile (\$16,975.00). All other terms of the contract will remain the same.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve Renewal Service Agreement between the Cleveland County Treasurer and R.K. Black, Inc. for (2) Kyocera Printers, Model #KM5035, S/N #M3011997 and #M3011996, with a per copy charge of \$0.0115 to be billed quarterly. The agreement will be in effect from October 1, 2007 through September 30, 2008.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve Renewal Service Agreement between the Cleveland County Treasurer and Manatron, Inc. The agreement will be in effect for one-year (1) for the following:

- a. AIX Operating System Support on F50, existing software, at \$2,858.00 per year.
- b. Payment Processing Interface with Official Payment Corporation at \$3,424.00 per year.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.  
Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Resolutions Disposing of Equipment as follows:

- a. #F202-51 Calculator  
(The above item is from the Cleveland County Clerk's Office and is being junked.)

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.  
Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Resolutions Disposing of Equipment as follows:

- a. J105-208 Hon Chair
- b. J105-184 Black Combo All Day Chair
- c. J105-222 Hon Chair
- d. J105-225 Phoenix Modular Office Panel System
- e. J105-226 Phoenix Modular Office Panel System
- f. J105-211 Phoenix Modular Office Panel System
- g. J105-227 Global Steno Chair
- h. J105-228 Global Task Chair
- i. L102-143 CRE Steno Chair
- j. L102-142 Global Secretarial Chair
- k. J104-40 All Steele Metal Filing Cabinet
- l. J104-39 All Steele Metal Filing Cabinet
- m. J104-38 All Steele Metal Filing Cabinet
- n. J105-262 American & Richards Modular Furniture
- o. J105-261 Design Options Modular Furniture
- p. J105-260 American Seating Modular Furniture
- q. J105-259 Granda Chair
- r. J105-258 Indoff Modular Furniture
- s. J105-257 Indoff Modular Furniture
- t. J105-255 Creative Seating Task Chair
- u. J105-254 Creative Seating Task Chair
- v. J105-253 Creative Seating Task Chair
- w. J105-252 Creative Seating Task Chair
- x. J105-251 Creative Seating Task Chair
- y. J105-250 Creative Seating Task Chair
- z. J105-248 Global Task Chair
- aa. J105-247 Global Task Chair
- bb. J105-246 Global Task Chair
- cc. J105-245 Global Task Chair
- dd. J105-244 Global Task Chair

- ee. J105-243 Global Task Chair
- ff. J105-241 Global Task Chair
- gg. J105-240 Global Task Chair
- hh. J105-238 Global Task Chair
- ii. J105-235 Global Task Chair
- jj. J105-234 Global Task Chair
- kk. J105-233 Global Task Chair
- ll. J105-232 Global Task Chair
- mm. J105-231 Global Task Chair
- nn. J105-230 Global Task Chair
- oo. J105-229 Global Task Chair

(The above items are from Court Clerk's Office and are being declared surplus or junked.)

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.  
Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the September 2007, monthly report for the following:

- a. Sandra DeSelms, County Treasurer
- b. Tammy Howard, County Clerk

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.  
Motion carried.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the following Blanket Purchase Orders:

- a. General Fund
  - 08-2564 – R2 The Norman Transcript \$ 5,000.00
  - 08-2567 – B2A Ace Hardware 500.00
  - 08-2568 – B2A United Refrigeration, Inc. 250.00
  - 08-2569 – B2A Palace Auto Supply, Inc. 1,000.00
  - 08-2570 – B2A Leon's Plumbing Heat & Air 1,000.00
  - 08-2571 – B2A UniFirst 185.00
  
- b. Highway Fund
  - 08-2493 – T2A Home Depot Credit Services 750.00
  - 08-2496 – T2A G.W. VanKeppel Company 1,500.00
  - 08-2499 – T2A Clark Oil Distributors, Inc. 1,500.00
  - 08-2514 – T2A Fleet Pride 2,000.00
  - 08-2552 – T2A J & R Equipment, LLC 800.00
  - 08-2556 – T2A Weldon Parts, Inc. 1,000.00
  - 08-2566 – T2A Moyers Factory Warehouse, Inc. 600.00

c. Health Fund

08-2480 – MD2	Automated Building Systems, Inc.	500.00
08-2559 – MD1A	Vivian Gibson	22,275.00
08-2560 – MD1A	Wilbur R. Gibson	4,000.00

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.  
Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve Certificate of Requesting Officers on Blanket Purchase Order Numbers:

08-0112 – SM2	08-0096 – T2A
08-0494 – B2A	08-0124 – T2A
08-0501 – B2B	08-1006 – T2A
08-1138 – B2B	08-1253 – T2A
08-1484 – B2B	08-2033 – T2A
08-1831 – B2B	08-2036 – T2A
08-1832 – B2B	08-2216 – T2A
08-1833 – B2B	
	08-1689 – CFBRE2
08-0509 – MD2	08-2019 – CFBRE2
08-0527 – MD1A	
08-1412 – MD1A	

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.  
Motion carried.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve Purchase Orders for Payment of Personal Services, Travel, Maintenance & Operation, and Capital Outlay from:

FY 07/08

a. General Fund	\$ 100,703.89
b. Highway Fund	106,542.04
c. Health Fund	8,040.00
d. Sheriff Service Fee Fund	3,785.15
e. Sheriff Revolving Fund	3,307.41
f. Sheriff Commissary Fund	1,308.39
g. County Clerk Preservation Fund	600.00
h. Fair Board Fund	3,119.55

FY 06/07

a. General Fund	\$ 4,618.00
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The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.  
Motion carried.

(For a complete listing of warrants and original signatures, see warrant registers.)

There being no further business to come before the Board, Rusty Sullivan moved, that the meeting be adjourned. Rod Cleveland seconded the motion.

The vote was: George Skinner, yes; Rusty Sullivan, yes; Rod Cleveland, yes.

Motion carried.

(Clerk's Note: Agenda was posted on 11-01-07 @ 5:23 p.m.)