

MINUTES

June 09, 2008

The regularly scheduled meeting of the Board of County Commissioners was called to order this 9th day of June, 2008, in meeting room 200 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, Don Holyfield, Ed Miller, Eddie Thomason, Melinda Duke, Brenda Wakeman, Peggy Laizure, Denise Heavner, Denise Ellison, Deborah VanWye, Shari Kinney.

Chairman Skinner began the meeting with the Pledge of Allegiance.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the minutes of the Regular Meeting of June 2, 2008.

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

Per the recommendation of Melinda Duke, Purchasing Agent, George Skinner, moved, seconded by Rod Cleveland, to accept the bids and table the awarding and/or rejecting of bids for County Bid #BE-1375 – One-Year (1) Non-Encumbered Contract for Building Maintenance Supplies for Cleveland County. The bid term will be from July 1, 2008 through June 30, 2009.

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

The bidders, each with properly executed non-collusion affidavits are listed on the following page:

CLEVELAND COUNTY BID #BE-1375									
Building Maintenance Supplies									
July 1, 2008 ending June 30, 2009									
Vendor Information									
	Kpedx	Harvey Janitorial Sales	J.D. Thompson & Associates	Paradise Equipment Services	Treat's Solutions Inc.	Corporate Express	Empire Paper Co.	Oklahoma Janitorial Supply	Interboro Packaging Corporation
DELIVERY:	10 Days	3-6 Days	5 Days	7 Days	7 Days	1 Day	7-10 Days	4 Days	7-10 Days
COMMENTS/EXCEPTIONS:		Last years usage figures on trash bags would need to be provided to insure we maintain an adequate stock level for your usage.	Oklahoma firm "female" owned and operated, incorporated in 1976.			* see notes of letter from company below	**see notes of letter from company below		
		**We deliver to Norman on Thursdays							
CONTACT PERSON:	RC Cunningham	Viola Kennedy	Sue Thompson	Steve Johnson	Preston Trent	Hesterston Jackson	Randy Hatcher	W. Wayne Gilbert	Abraham Jeromian
TITLE:	Accl. Exct.	Ofc. Mgr	CEO	Owner	COO	Account Rep	Bids/Sourcing	Owner	Vice President
TELEPHONE NUMBER:	405-808-0518	405-236-3438	405-947-8767	405-793-7381	680-332-8861	405-943-6317	800-299-9626	405-236-1925	845-457-2700
FAX NUMBER:	405-686-4658	405-236-0754	405-947-8763	405-793-0259	680-332-9260	405-943-6375	940-766-3867	405-236-1925	845-457-1927
<p>*Note from Corporate Express Letter - It is necessary for us as a company and business partner to pass on any pricing increase that is not guaranteed by the Manufacturer of products specified in our response to your invitation to bid. The notifications of any increases will be done in one of the following manners: 1. Manufacturer letter of notification (30-days prior to pricing increase.) 2. Manufacturer Rep visit. This decision is a direct result of inflammatory fuel prices resulting in a rapidly increasing cost of doing business.</p>									
<p>**Note from Empire Paper Company Letter - The steady rise in world demand for crude oil and natural resources is leading to unprecedented increases in the cost of raw materials, packaging, and transportation. As a result a number of manufacturers across various product lines are not able to guarantee their prices for the extended lengths of time they have in the past. Therefore, in today's current unstable market environment, Empire Paper may be forced to adjust pricing during a contract period. We realize the impact of price increases on your business and understand the difficulty of a price adjustment in these economic times. We will continue to provide competitive pricing, but to do so we may have to make adjustments when market increases dictate. Rest assured that you will be given sufficient notice of any potential increase and such increase and such increase will be no more than the amount charged by our vendor.</p>									

Per the recommendation of Melinda Duke, Purchasing Agent, George Skinner moved, seconded by Rusty Sullivan, to reject all bids for County Bid #SHE-1374 – The purchase and installation of Carpeting and Covebase for the new Sheriff's Office Headquarters.

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

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

Mr. Ed Miller presented the following report:



Office of
F. DeWayne Beggs, Sheriff
Cleveland County
Memorandum

Date: June 9th, 2008
To: Don P. Holyfield, Sheriff
From: Capt. Ed Miller, Jail Administrator
Subject: Weekly Jail Report

The Cleveland County Detention Center held an average of 171 inmates this reporting period. The following are the daily inmate counts which were taken at 8 a.m. on each day listed.

Date	Head Count	Poff Co.	Other	C.C.D.C.
5/27/2008 Tues	183	15	0	168
5/28/2008 Wed	172	15	0	157
5/29/2008 Thur	167	15	0	152
5/30/2008 Fri	163	14	0	149
5/31/2008 Sat	172	14	0	158
6/01/2008 Sun	171	14	0	157
6/02/2008 Mon	174	14	0	160
6/03/2008 Tues	172	15	0	157
<u>Daily Average</u>	<u>171</u>	<u>14</u>	<u>0</u>	<u>157</u>

The Book-Ins comparison for this week:

2007 34 FEMALES & 133 MALES = 167 TOTAL

2008 48 FEMALES & 130 MALES = 178 TOTAL

Nine Inmates were transported to DOC 5-29-2008

Three Inmates are scheduled for transportation to DOC

George Skinner moved, seconded by Rod Cleveland, to accept the Jail Report. The vote was: George Skinner, yes; Rusty Sullivan, yes, Rod Cleveland. Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland to approve the Maintenance Agreement between Cleveland County Clerk's Office and Sooner Copy Machines for two (2) Sharp Copiers, Model #MX-M620N and one (1) Sharp Copier, Model #AR-M350U. Copier S/N #75007376, copy usage charge \$0.0075 for all black and white copies. Copier S/N #75007156 and S/N #65034047, copy usage charge \$0.0085 for all black and white copies. Contract will be from July 1, 2008 through June 30, 2009.

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

Motion carried.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the Lease Between the Cleveland County Facilities Authority and Cleveland County Crossroads Youth & Family Services at the Alan J. Couch Center, 1650 W Tecumseh Road, Suite 500, Norman, Oklahoma, in the amount of \$1,680.00 per month. Lease will be from July 1, 2008 through June 30, 2009.

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

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Contract between the Cleveland County Board of County Commissioners on behalf of the Cleveland County Sheriff's Office and the Norman Public School District ISD-29 to provide two certified uniformed deputies to perform services at the Dimension Academy Campus locations. Contract for one deputy will be for the period July 1, 2008 through June 30, 2009 for a total of \$47,397.72 and the contract for the second deputy will be from August 1, 2008, through June 30, 2009 for a total of \$40,498.10. Per Title 74, O.S. 1991 § 1008 and Title 74, O.S. 1991 § 360.19.

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

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Renewal Contract between the Cleveland County Assessor and Visual Lease Services for Annual Support in the amount of \$24,000.00. Contract will be from July 1, 2008 through June 30, 2009.

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

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Renewal Contract between the Cleveland County Assessor and Business Imaging Systems for Hardware and Software Maintenance in the amount of \$5,995.00 annually. Contract period will be from July 1, 2008 through June 30, 2009.

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

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Renewal Contract Maintenance Agreement between Cleveland County Assessor and Environmental Systems Research Institute for Computer Maintenance in the amount of \$11,100.00 per year. Contract period will be from July 1, 2008 through June 30, 2009.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Contract between the Cleveland County Health Department and Joyce Gibson-Madden for Directly Observed Therapy (DOT) and related services to tuberculosis (TB) patients at a rate of \$6.00 per visit and mileage in accordance with the State Travel Reimbursement Act (STRA) with is currently \$.505 per mile for a maximum reimbursement of \$9,312.50. Contract period will be from July 1, 2008 through June 30, 2009.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Contract between the Cleveland County Health Department and Vivian Y. Gibson for Directly Observed Therapy (DOT) and related services to tuberculosis (TB) patients at a rate of \$6.00 per visit and mileage in accordance with the State Travel Reimbursement Act (STRA) with is currently \$.505 per mile for a maximum reimbursement of \$9,312.50. Contract period will be from July 1, 2008 through June 30, 2009.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Contract between the Cleveland County Health Department and Deborah K. Mastin for Directly Observed Therapy (DOT) and related services to tuberculosis (TB) patients at a rate of \$6.00 per visit and mileage in accordance with the State Travel Reimbursement Act (STRA) with is currently \$.505 per mile for a maximum reimbursement of \$9,312.50. Contract period will be from July 1, 2008 through June 30, 2009.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Contract between the Cleveland County Health Department and Timothy G. Mastin for Directly Observed Therapy (DOT) and related services to tuberculosis (TB) patients at a rate of \$6.00 per visit and mileage in accordance with the State Travel Reimbursement Act (STRA) with is currently \$.505 per mile for a maximum reimbursement of \$25,130.00. Contract period will be from July 1, 2008 through June 30, 2009.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the Contract between the Board of County Commissioners and Sac & Fox Nation for Juvenile Detention Services in the amount of \$21.11 per day per child. Contract period will be from July 1, 2008 through June 30, 2009.

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

Motion carried.

Chairman Skinner moved, seconded by Rusty Sullivan, to approve the Renewal of Cooperative Agreement between the Board of County Commissioners and U.S. Department of Agriculture APHIS – Wildlife Services Oklahoma Department of Agriculture, Food and Forestry. Cleveland County agrees to provide funds in the amount of \$2,400.00 as contribution to the cooperative animal damage control program for the purpose to supplement the wildlife damage control travel and field expenses of the Wildlife Services Specialists. Contract period will be from July 1, 2008 through June 30, 2009. Pursuant to Section 2 of Cooperative Agreement Number 1-10-00 date June 19, 1995.

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

Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Resolution to execute the Agreement establishing the program between the Board of County Commissioners and the Association of County Commissioners of Oklahoma Self-Insurance Fund (Workers' Compensation Program) for the yearly amount of \$274,270.00. Policy coverage will be from July 1, 2008 through June 30, 2009.

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

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Amendment to the Common Area Maintenance Cost Sharing Agreement approved in the County Commissioner's Meeting on July 10, 2007 and amendment approved on January 22, 2008. The amendment changes the cost for Day Porter Services shared between the Cleveland County Public Facilities Authority, a Public Trust and Professional Properties of Oklahoma, LLC. The monthly fee will be amended from \$114.00 per month to \$300.00 per month to be paid by the Cleveland County Health Department for property located at 424 S. Eastern, Moore, OK.

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

Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the May, 2008 monthly reports of the following:

- a. Denise Heavner, County Assessor
- b. Tammy Howard, County Clerk
- c. Rhonda Hall, Court Clerk
- d. Paula Roberts, Election Board Secretary
- e. Shari Kinney, Health Department
- f. Don Holyfield, County Sheriff
- g. Sandra DeSelms, County Treasurer

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

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

General Fund

08-5568 – SA2	Zep Sales & Service	\$ 750.00
08-5582 – SM2	Advanced Door Controls, Inc.	1,000.00

Highway Fund

08-5561 – T2A	UniFirst	1,200.00
08-5672 – T2A	Palace Auto Supply, Inc.	2,500.00

Sheriff's Commissary Fund

08-5681 – CFBC2	Thompson Commissary Supply	2,500.00
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Sheriff's Service Fee Fund

08-5679 – CFB2	Palace Auto Supply, Inc.	500.00
08-5680 – CFB2	Locke Supply Company	250.00

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the Resolution Determining Maximum Monthly Highway Expenditures:

T1A	\$ 345,549.46
T1C	\$ 5,453.14
T2A	\$ 2,658,538.74
T2B	\$ 21,486.06
<u>T3</u>	<u>\$ 1,961,281.69</u>
Total Unrestricted	\$ 4,992,309.09

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

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

08-0031 – H2	08-0138 – T2A
08-0039 – HR2	08-0141 – T2A
08-0107 – SM2	08-0156 – T2A
08-0108 – SM2	08-0157 – T2A
08-0109 – SM2	08-0158 – T2A
08-0283 – SM2	08-0161 – T2A
08-0470 – B2A	08-0168 – T2A
08-2631 – SM2	08-0174 – T2A
08-2649 – C2	08-0176 – T2A
08-2928 – SM2	08-0214 – T2A
08-3363 – SM2	08-0542 – T2A
08-4192 – SM2	08-0837 – T2A
08-5045 – C2	08-0943 – T2A
	08-0960 – T2A
08-0530 – MD3	08-1112 – T2A
08-1277 – MD2	08-1421 – T2A
08-2592 – MD2	08-1603 – T2A
	08-1678 – T2A
08-5146 – CFB2	08-2207 – T2A
	08-2909 – T2A
08-2655 – CFHRE2	08-3120 – T2A
	08-3445 – T2A
08-0017 – CFFP2	08-3657 – T2A
	08-3926 – T2A
08-0113 – T2A	08-4080 – T2A
08-0118 – T2A	08-4102 – T2A
08-0123 – T2A	08-4195 – T2A
08-0125 – T2A	08-4434 – T2A
08-0131 – T2A	08-4481 – T2A
08-0132 – T2A	08-4588 – T2A
08-0133 – T2A	08-5085 – T2A

The vote was: George Skinner, yes; Rusty Sullivan, yes, Rod Cleveland.
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	\$ 591,674.52
b. Highway Fund	137,347.71
c. Health Fund	53,051.32
d. Sheriff Service Fee Fund	2,918.03
e. Sheriff Revolving Fund	9,903.40
f. Sheriff Commissary Fund	866.66
g. Sheriff Jail Fund	72.55
h. Assessor Revolving Fund	424.08
i. County Clerk Preservation Fund	7,169.57
j. County Clerk Lien Fee Fund	3,956.88
k. S.T.O.P. Violence Against Women Fund	1,477.95
l. Fair Board Fund	3,792.70

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

Motion carried.

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

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

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

Motion carried.

(Clerk's Note: Agenda was posted on 6-06-08 @ 8:48 a.m.)