

## MINUTES

June 16, 2008

The regularly scheduled meeting of the Board of County Commissioners was called to order this 16th day of June, 2008, 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, Don Holyfield, Chris Youngberg, Eddie Thomason, Melinda Duke, Brenda Wakeman, Denise Ellison, Deborah VanWye, Peggy Laizure, James Tyree, Susan Moffat, Anette Pretty, Paula Roberts, Sandra Longcrier and Andy Rieger.

Chairman Skinner began the meeting with the Pledge of Allegiance.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the minutes of the Regular Meeting of June 9, 2008.

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

Per the recommendation of Don Holyfield, Rusty Sullivan moved, seconded by Rod Cleveland to accept and award County Bid #SHE-1376 – One-Year (1) Non-Encumbered Contract for the purchase of Deputy Sheriff Uniforms for the Sheriff's Office to the only bidder, Special OPS. 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 SUMMARY

List of Individual Bidders		
	<b>Special OPS Uniforms</b>	
BID: #SHE-1376		<b>Awarded To:</b>
DEPT: Sheriff's Office		Special OPS Uniforms on 6-16-08
DATE OPENED: 06-16-08	1	
<b>List of Individual Items</b>		
One-Year (1) Non-Encumbered Contract for the purchase of Deputy Sheriff Uniforms for the Sheriff's Office.		
Bid Meet Specifications:	Yes	
Delivery Time:	Stock 45 Days on standard sizes, custom sizes & rainwear w/customization will be quoted by availability/delivery at time ordered.	
Exceptions:	*Exception: Delivery stock to 45 days A.R.O. on standard sizes. Oversize garments & rainwear will be quoted @ time order is placed. Delivery varies w/ea manufacturers availabilitv.  ** Exception: Due to Large fluctuations in fuel prices, we bid F.O.B. Cleveland Co. S.O. in order to lock bid prices on the garments.  ***Exception: Bid Pricing includes sewing on emblems & hemming pants only. Custom tailoring of shirts & pants will be quoted on an as needed basis. Tacking down ephalilets on shirts also is included.	
Contact Information:		
Name:	Mitchell McIntire	
Title:	Sales	
Telephone:	405-946-3504	
Fax:	405-946-3514	
NON-COLLISION AFFIDAVIT:	Yes	

## CLEVELAND COUNTY BID SUMMARY

<b>Special OPS Uniform</b>		
	1	
<b>List of Individual Items</b>		
<b>Section #1:</b>		
Dress Trousers		
Brand:	Fechheimer	
Size:	28-42 / womens 4-18	
\$ Each:	\$38.99	
Size:	44-50 / womens 20-24	
\$ Each:	\$42.89	
<b>Section #2:</b>		
Summer Shirts		
Brand:	Elbeco	
Size:	14.5-17.5 / 32-44	
\$ Each:	\$41.99	
Size:	18-18.5 / 46-48	
\$ Each:	\$46.19	
<b>Section #3:</b>		
Long Sleeve Shirts		
Brand:	Elbeco	
Size:	14.5-17.5 / 32-44	
\$ Each:	\$44.99	
Size:	18-18.5 / 46-48	
\$ Each:	\$49.49	
Size:	*Mens sleeves to 37" Only	
<b>Section #4:</b>		
Raincoat		
Brand:	Blauer 26990-BK/YE	
Size:	XS-XL	
\$ Each:	\$111.99	
Size:	2X	
\$ Each:	\$123.19	
<b>Section #5:</b>		
Tie		
Brand:	S. Broome	
Size:	All	
\$ Each:	\$5.99	

<b>CLEVELAND COUNTY BID SUMMARY</b>		
	<b>Special OPS Uniform</b>	
	1	
<b>List of Individual Items</b>		
<b>Section #6:</b>		
Duty Jacket		
Brand:	Blauer 6120-BK	
Size:	S-XL	
\$ Each:	\$129.99	
Size:	2XL	
\$ Each:	\$142.99	
<b>Section #7:</b>		
Black BDU Trousers		
Brand:	Propper	
Size:	S1-XL3	
\$ Each:	\$26.99	
Size:	2XL2-2XL3	
\$ Each:	\$29.91	

Per the recommendation of Melinda Duke, Purchasing Agent, Rusty Sullivan moved, seconded by George Skinner, to accept and award County Bid #COM-1377 – One-Year (1) Non-Encumbered Contract for the Publication of Commissioners’ Proceedings and any Legal Notices required by law per the Oklahoma Statutes to the only bidder, The Norman Transcript. 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:

<b>CLEVELAND COUNTY BID SUMMARY</b>	
<b>List of Individual Bidders</b>	
<b>The Norman Transcript</b>	
BID: #COM-1377	
DEPT: COMMISSIONER'S	
DATE OPENED: 6-16-08	
1	
<b>List of Individual Items</b>	
One-Year (1) Non-Encumbered Contract for the Publication of Commissioners' Proceedings and any Legal Notices required by law per the Oklahoma Statutes.	<b>Awarded To:</b> Norman Transcript on 6-16-08
The bid term will be from July 1, 2008 through June 30, 2009.	
<b>1st Publication Per Word:</b>	\$0.15
<b>2nd Publication Per Word:</b>	\$0.14
<b>3rd Publication Per Word:</b>	\$0.14
<b>Subsequent Publications Per Word:</b>	\$0.14
<b>Contract Information:</b>	
Contact Person:	Tammy Griffis
Telephone Number:	405-366-3591
Fax Number:	405-366-3520
NON-COLLUSION AFFIDAVIT:	Yes
PA-102(1982)	

Per the recommendation of Paula Roberts, Election Board Secretary, Rod Cleveland moved, seconded by Rusty Sullivan, to accept and award County Bid #EB-1378 – One-Year (1) Non-Encumbered Contract for the Printing of Election Ballots for the County Election Board to the only bidder Royal Printing. 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:

<b>CLEVELAND COUNTY BID SUMMARY</b>		
<b>List of Individual Bidders</b>		
	<b>Royal Printing Company, Inc.</b>	
BID: #EB-1378		
DEPT: Election Board		
DATE OPENED: 06-16-08		
<b>List of Individual Items</b>		<b>Awarded To:</b>
List of Individual Items		Royal Priting Company, Inc.
One-Year (1) Non-Encum- bered Contract for the Print- ing of Election Ballots for the Election Board.		6-16-08
The bid term will be from July 1, 2008 through June 30, 2009		
<b>ONE (1) COLUMN - ONE SIDED:</b>		
0-499 - Per C:	\$21.00	
500-999 -Per C:	\$17.00	
1000-9999 - Per M:	\$111.00	
10,000-&Over - Per M:	\$98.00	
Plate Change:	\$21.00	
<b>ONE (1) COLUMN-TWO SIDED:</b>		
0-499 - Per C:	\$25.00	
500-999 - Per C:	\$20.00	
1000-9999 - Per M:	\$131.00	
10,000-&Over - Per M:	\$118.00	
Plate Change:	\$21.00	
<b>TWO (2) COLUMN-ONE SIDED:</b>		
0-499 - Per C:	\$30.00	
500-999 - Per C:	\$24.00	
1000-9999 - Per M:	\$147.00	
10,000-&Over - Per M:	\$129.00	
Plate Change:	\$21.00	
<b>TWO (2) COLUMN-TWO SIDED:</b>		
0-499 - Per C:	\$34.00	
500-999 - Per C:	\$27.00	
1000-9999 - Per M:	\$167.00	
10,000-&Over - Per M:	\$149.00	
Plate Change:	\$21.00	
<b>THREE (3) COLUMN-ONE SIDED:</b>		
0-499 - Per C:	\$39.00	
500-999 - Per C:	\$31.00	
1000-9999 - Per M:	\$168.00	
10,000-&Over - Per M:	\$149.00	
Plate Change:	\$21.00	
<b>THREE (3) COLUMN-TWO SIDED:</b>		
0-499 - Per C:	\$44.00	
500-999 - Per C:	\$34.00	
1000-9999 - Per M:	\$188.00	
10,000-&Over - Per M:	\$169.00	
Plate Change:	\$21.00	
NON-COLLUSION AFFIDAVIT:	Yes	
PA-102(1982)		

Per the recommendation of Paula Roberts, Election Board Secretary, Rusty Sullivan moved, seconded by Rod Cleveland, to accept and award County Bid #EB-1379 – One-Year (1) Non-Encumbered Contract for Voting Equipment Carrier Service for Ballot Boxes, Voting Devices, Voting Booths and any needed additional equipment for the Election Board to the only bidder Pab Moving & Storage. 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:

<b>CLEVELAND COUNTY BID SUMMARY</b>			
<b>List of Individual Bidders</b>			
	<b>A-1 Freeman Moving Group</b>	<b>Pab Moving &amp; Storage Company</b>	
BID: #EB-1379			
DEPT: Election Board			
DATE OPENED: 6-16-08			
	1	2	
<b>List of Individual Items</b>			<b>Awarded To:</b>
Non-Encumbered Contract for Voting			Pab Moving & Storage Company on 6-16-08
Device Carrier Service for Ballot Boxes.			
Voting Booths and Poll Booths for the Cleveland County Election Board			
The bid term will be from July 1, 2008 through June 30, 2009.			
<b>ELECTRONIC EQUIPMENT</b>			
<b>CARRIER SERVICE PER HOUR:</b>	NO BID	\$79.75	
Bid Meet Specs: Yes or No	Bid was signed, but not notarized.	Yes	
Hauling Experience:		11 years experience with Cleveland County Election Board	
<b>Contact Information:</b>			
Contact Person:		Seth F. Millington	
Telephone #:		405-329-1933	
Fax #:		405-329-6492	
NON-COLLUSION AFFIDAVIT: PA-102(1982)		Yes	

George Skinner moved, seconded by Rusty Sullivan, to table the awarding and/or rejecting of 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.

Per the recommendation of David Batton, Assistant District Attorney, George Skinner moved, seconded by Rod Cleveland, to strike under old business item #2 - Discussion, Consideration, and/or Action 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, yes.

Motion carried.

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

Mr. Chris Youngberg presented the following report for Ed Miller:

The Cleveland County Detention Center held an average of 168 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	Pott Co.	Other	C.C.D.C.
6/03/2008 Tues	172	15	0	157
6/04/2008 Wed	163	15	0	148
6/05/2008 Thur	163	14	0	149
6/06/2008 Fri	158	14	0	144
6/07/2008 Sat	189	14	0	175
6/08/2008 Sun	185	14	0	171
6/09/2008 Mon	169	14	0	155
6/10/2008 Tues	148	12	0	136
<u>Daily Average</u>	<u>168</u>	<u>14</u>	<u>0</u>	<u>154</u>

The Book-Ins comparison for this week:

2007            48 FEMALES & 154 MALES = 202 TOTAL

2008            43 FEMALES & 133 MALES = 176 TOTAL

Three (3) Inmates were transported to DOC June 10<sup>th</sup>, 2008. No other transports are currently scheduled.

Rusty Sullivan moved, seconded by George Skinner, to accept the Jail Report.

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

Motion carried.



Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Financial Statement of the Resale Property Fund.

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

George Skinner moved, seconded by Rod Cleveland to approve the Renewal Maintenance and Service Agreement between the Cleveland County Election Board and BNB Technology Networking Solutions for service and repair for 8-computers beginning on July 1, 2008 through June 30, 2009 in the amount of \$800.00 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 Copier Maintenance Agreement between the Cleveland County Purchasing Department and Sooner Copy Machines, Inc. for a Sharp Copier #AR-M355N, Serial #65050745, in the amount of \$595.00 and copy charge of .01¢ after 60,000 allowable copies beginning July 1, 2008 through June 30, 2009.

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 Contract between Cleveland County Assessor and Smart Data Strategies-S.D.S. for Parcel Mapper Workstations in the amount of \$3,000.00 per year beginning July 1, 2008 through June 30, 2009.

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 Maintenance Agreement between the Cleveland County Election Board and United Systems, Inc., for five (5) IBM Typewriters at \$54.00 per machine for a total of \$270.00 annually beginning July 1, 2008 through June 30, 2009.

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 Election Board and Documation, Inc. for Lektriever, Model LK102-12', Serial #25122, beginning on July 1, 2008 through June 30, 2009, in the amount of \$715.00 per year.

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 A. E. C. Solutions for the Jantek Software for Computer Time Clock, in the amount of \$500.00 annually beginning July 12, 2008, thru July 11, 2009.

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 Agreement between the Cleveland County Election Board and Cox Business Services. Contract term is from July 1, 2008 through June 30, 2009, at a rate of \$165.35 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 New Agreement between the Cleveland County Assessor and Cox Business Services. Contract term is from July 1, 2008 through June 30, 2009, at a rate of \$69.95 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 Resolutions Disposing of Equipment as follows:

- a. #SL102-53 Granada Ergonomic Chair
- b. #SL102-54 Burgundy Low Back Chair
- c. #SL102-55 Pneumatic Chair
- d. #SL102-59 Typewriter Chair
- e. #SL110-10 Large Conference Table
- f. #SL201-11 Portable Typewriter
- g. #SL222-30 Computer Base Unit
- h. #SL228-1 Desktop Envelope Opener
- i. #SL299-60 Lexmark 1855N Printer

(The above items are from the Cleveland County Election Board and were 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 following Blanket Purchase Orders:

- a. General Fund
  - 08-5793 – SM2 Locke Supply Company \$ 300.00
  - 08-5805 – B2B Sysco Food Services of Oklahoma 5,000.00
  - 08-5806 – B2B U.S. Foodservice, Inc. 2,000.00
  - 08-5812 – B2A UniFirst 100.00
- b. Sheriff's Service Fee Fund
  - 08-5808 – CFB2 Hagar Restaurant Service, Inc. 500.00
  - 08-5809 – CFB2 Ace Hardware 500.00
- c. Sheriff's Revolving Fund
  - 08-5811 – CFBRE2 Laboratory Corporation of America 600.00

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

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

08-0032 – H2	08-0041 – T2A
08-0038 – HR2	08-0044 – T2A
08-0409 – C2	08-0046 – T2A
08-0413 – C2	08-0050 – T2A
08-0416 – C2	08-0052 – T2A
08-0459 – B2A	08-0053 – T2A
08-0469 – B2A	08-0066 – T2A
08-0507 – B2A	08-0070 – T2A
08-1142 – B2A	08-0079 – T2A
08-1143 – B2A	08-0080 – T2A
08-1480 – B2A	08-0085 – T2A
08-1481 – B2A	08-0091 – T2A
08-1580 – B2A	08-0101 – T2A
08-2329 – SM2	08-0765 – T2A
08-2568 – B2A	08-0767 – T2A
08-2990 – B2A	08-0768 – T2A
08-3107 – B2A	08-0803 – T2A
08-3276 – B2A	08-1740 – T2A
08-3348 – SM2	08-1975 – T2A
08-3804 – A4	08-2047 – T2A
08-4655 – A4	08-2314 – T2A
08-4982 – B2B	08-3082 – T2A
08-5029 – SM2	08-3085 – T2A
08-5141 – B2B	08-3221 – T2A
	08-3338 – T2A
08-0523 – MD2	08-3396 – T2A
08-0529 – MD1A	08-3444 – T2A
08-1835 – MD1A	08-3458 – T2A
08-3826 – MD2	08-3812 – T2A
08-4563 – MD2	08-3832 – T2A
	08-3924 – T2A
08-4024 – CFB2	
08-5144 – CFBRE2	08-4388 – FF2

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

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

<u>FY 07/08</u>	
a. General Fund	\$ 111,375.14
b. Highway Fund	72,412.20
c. Health Fund	514,427.22
d. Sheriff Service Fee Fund	386.29
e. Sheriff Revolving Fund	5,533.06
f. Sheriff Commissary Fund	765.94
g. Sheriff Jail Fund	323.72
h. Sheriff Federal Share Revenue Fund	697.98
i. Fair Board Fund	1,248.43

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 6-12-08 @ 6:17 p.m.)