

MINUTES

October 27, 2008

The regularly scheduled meeting of the Board of County Commissioners was called to order this 27th day of October, 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: Sarita Scott, David Batton, Don Holyfield, Ed Miller, Melinda Duke, Brenda Wakeman, Jennifer Griswold, Peggy Laizure, Deborah VanWye, Denise Ellison, Joan Barker, Bryan Jenkins, Anette Pretty and Scott Runyan.

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 October 20, 2008.

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

Per the recommendation of Melinda Duke, Purchasing Agent, Chairman Skinner moved, seconded by Rusty Sullivan, to accept the bids and table the awarding and/or rejecting of County Bid #FB-1394 – Roof Repair located at the Cleveland County Fairgrounds Building, 615 E. Robinson, Norman.

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, 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				
	L.G Construction Co., Inc.	Madden Coating Systems	Sooner Carpet Cleaning Inc.	
BID: #FB-1394				
DEPT: Fair Board				
DATE OPENED: 10-27-08				
List of Individual Items				Awarded To:
Roof Repair located at the Cleveland County Fairgrounds Building, 615 E. Robinson, Norman, Oklahoma.				Tabled on 10-27-08
On-Site Inspection Made?	Yes	Yes	Yes	
Approx. Starting Date:	November 10, 2008	10/30/08	11/03/08	
Approx. Ending Date:	December 15, 2008	11/14/08	11/07/08	
BID PRICE:	\$14,985.00	\$11,892.26	\$8,500.00	
Exceptions:	*No 10-year manufacturer's warranty can be obtained.	*Warranty exception: We offer 5 year warranty on materials applied by Madden Coating Systems. We only offer 10 year warranty on full roof systems, we cannot be held liable for partial restoration.	5-year warranty	
	**Tear off of EPDM at gutter joints only.	**Terms of payment: 1/2 (\$5946.13) upon acceptance of proposal, 1/2 (\$5946.13) upon completion of job.		
Contact Person:	Lindsey A. Gay	Terry Madden	Jim Mitchell	
Title:	President	Owner	Owner	
Telephone Number:	405-672-9100	918-557-9833	405-329-8999 or 405-642-2200	
Fax Number:	405-672-5604	405-307-0466	405-329-8971	
NON-COLLUSION AFFIDAVIT: PA-102[1982]	YES	YES	YES	

Per the recommendation of Melinda Duke, Purchasing Agent, Rod Cleveland moved, seconded by Chairman Skinner, to accept the bids and table the awarding and/or rejecting of County Bid #CA-1395 – Non-Encumbered Contract for a qualified Geographic Information Systems (GIS) consultant to provide professional services to upgrade and improve the way the County maintains land parcel information for the Cleveland County Assessor’s Office. The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes. Motion Carried.

The bidder, with properly executed non-collusion affidavit is listed below:

CLEVELAND COUNTY BID SUMMARY		
List of Individual Bidders		
	Sidwell Co.	
BID: #CA-1395		
DEPT: County Assessor		Awarded To:
DATE OPENED: 10-27-08	1	
		Tabled on 10-27-08
List of Individual Items		
Non-Encumbered Contract for a qualified Geographic Information System (GIS) consultant to provide professional services to upgrade and improve the way the County maintains land parcel information for the Cleveland County Assessors Office.		
Approximate start date:	November 2008	
Approximate end date:	January 2009	
Maintenance Cost:	\$ 1,995 (annual)	
Proposed bid meet all specifications:	YES	
Warranty:	_____	
Phase One Price:	\$484.00	
Project kick-off meeting, data acquisition & workflow orientation:		
Phase Two Price:	\$5,566.00	
Workflow and Geodatabase Design:		
Phase Three Price:	\$19,286.00	
Geodatabase Conversion:		
Phase Four Price:	\$14,762.00	
Map Maintenance Solution:		
TOTAL:	\$40,098.00	
Options:		
Option #1:	\$2,176.00	
Option #2:	\$24,040.00	
Option #3:		
#3(A):	\$1.75/ea	
#3(B):	\$1.75/ea	
#3(C):	\$2.25/ea	
#3(D):	\$2.25/ea	
#3(E):	\$3.50/ea	
Option #4:	\$50.00	
Option #5:	\$4,800.00	
Contact Information:		
Name:	Neal Carpenter	
Title:	President/CEO	
Telephone:	630-549-1000	
Fax:	630-549-1111	
Vendor's Statement:	Cleveland County has the option of receiving billings for the proposed services over the course of two fiscal years, with the first fiscal year coinciding with the date of contract execution.	
NON-COLLUSION AFFIDAVIT:	YES	

Per the recommendation of Brenda Wakeman, Assistant Purchasing Agent, Chairman Skinner moved, seconded by Rusty Sullivan, to award the bid per the bid summary, where the lower bidder was not awarded there is an explanation, County Bid #HWY-1392 – Non-Encumbered Contract for Road Oils, Emulsions and Sealants for the County Commissioners. The bid term will be from November 5, 2008 through May 4, 2009.

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

Motion Carried.

(Clerk’s note: Refer to the bid summary on file with the County Clerk’s Office for a copy of the bid summary.)

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

Mr. Ed Miller presented the following report:

The Cleveland County Detention Center held an average of 205 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.
10/14/2008 Tues	201	7	3	191
10/15/2008 Wed	210	7	3	200
10/16/2008 Thur	199	13	3	183
10/17/2008 Fri	202	12	3	187
10/18/2008 Sat	206	12	3	191
10/19/2008 Sun	218	12	3	203
10/20/2008 Mon	203	12	3	188
10/21/2008 Tues	204	12	3	189
<i><u>Daily Average</u></i>	<u>205</u>	<u>11</u>	<u>3</u>	<u>191</u>

The Book-Ins comparison for this week:

2008 35 FEMALES & 170 MALES = 205 TOTAL. (17% increase from last year)

*68 Inmates were out of county residents.

2007 41 FEMALES & 134 MALES = 175 TOTAL

*57 Inmates were out of county residents.

Three Inmates were transported to DOC 10-24-2008

Three Inmates are scheduled for transport to DOC

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

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

Motion Carried.

Per the recommendation of David Batton, Assistant District Attorney, Rusty Sullivan moved, seconded by Rod Cleveland, to table the discussion, consideration, and/or action to approve the invoice received from Pottawatomie County for housing inmates for the month of September, 2008 in the amount of \$5,460.00.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the Renewal Copier Maintenance Agreement between the Cleveland County Election Board and Sooner Copy Machines for a Sharp MX-3501N Copier. Monthly cost per copy is \$.01 for black and white copies and \$.068 per copy for color copies, beginning October 7, 2008 through October 6, 2009. Parts, Drums, Toner and Labor are included in this agreement.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the claim for Bridge and Approach Plans, Project No. CB-114D(236)CO, State Job No. 26112(04), Cleveland County District #3, (T6N, R1E), Bridge Location No. 14E1420E3260000, NBI No.20967 and Local Id No. 51 over Buckhead Creek, 1.1 miles south and 2.1 miles east of Corbett, Oklahoma, in the amount of \$18,450.00.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the following Lapsed Cash Fund Appropriations:

a. Sheriff's Service Fee Fund	\$ 103,029.93
b. Sheriff's Commissary Fee Fund	1,622.11
c. Sheriff's Jail Fund	60.00
d. Sheriff's Revolving Fund	46,032.63
e. Sheriff's Federal Share Revenue Fund	767.78
f. Treasurer's Certification Fee Fund	1,736.02
g. County Clerk's Preservation Fee Fund	28,743.39
h. County Fair Board Fund	7,520.05
i. Highway Unrestricted	769,726.40
j. Drug Court Revolving Fund (Adult)	18.44

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the following Cash Fund Appropriations:

k. Sheriff's Service Fee Fund	\$ 40,503.94
l. Sheriff's Commissary Fee Fund	4,538.66
m. Sheriff's Courthouse Security Service Fee Fund	2,649.70
n. Sheriff's Jail Fund	5,905.79
o. Sheriff's Revolving Fund	24,581.00
p. Sheriff's Federal Share Revenue Fund	179.60
q. Treasurer's Certification Fee Fund	5,105.00
r. County Clerk's Lien Fee Fund	3,375.60
s. County Clerk's Preservation Fee Fund	27,287.98
t. Court Clerk's Revolving Fund	13,245.58
u. Fair Board Fund	13,660.50

v. Commissioner’s Building Fund	344.73
w. Highway Unrestricted	655,061.58
x. Bridge Capital Improvement	189.52
y. Assessor’s Revolving Fund	123.25
z. D.A. Incarceration Costs Fund	445.09
aa. Drug Court Revolving Fund (Adult)	850.80
bb. Local Emergency Planning Committee Fund	1,000.00

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

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

a. General Fund		
09-2432 – SA2	Palace Auto Supply, Inc.	\$ 3,500.00
09-2479 – R2	Top Hand Tower Company	500.00
b. Highway Fund		
09-2444 – T2A	D & S Distributing	1,500.00
09-2454 – T2A	Lowe’s Companies, Inc.	750.00
09-2455 – T2A	Warren Cat	1,500.00
09-2456 – T2A	Thomas Wire Rope, Inc.	500.00
09-2463 – T2A	D & S Distributing	750.00
09-2464 – T2A	Copelin’s Office Center	500.00
09-2470 – T2A	Perfection Equipment Company, Inc.	1,000.00
09-2531 – T2A	American Water Works Supply, Inc.	750.00
09-2532 – T2A	Robert’s Truck Center	750.00
09-2534 – T2A	Hercules Tire Sales, Inc.	1,500.00
09-2535 – T2A	UniFirst	1,000.00
09-2539 – T2A	Galeton Gloves	600.00
c. Health Department Fund		
09-2485 – MD2	Dave’s Lawn Service, LLC	5,000.00
d. Fair Board Fund		
09-2536 – FF2	Xpedx – Oklahoma City	500.00

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

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

08-1059 - B2A	09-0082 - T2A
	09-0230 - T2A
09-0104 - R2	
09-0420 - B2A-300	09-0131 - MD2
09-1062 - B2A-500	09-0160 - MD2
09-1517 - SF1B	09-1505 - MD2
09-1522 - B1A-300	
09-1613 - SF1B	
09-2104 - B2B-300	
09-2105 - B2B-300	

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, 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 08/09

a. General Fund	\$ 593,295.57
b. Highway Fund	228,374.60
c. Health Fund	15,993.42
d. Sheriff Service Fee Fund	51,664.58
e. Sheriff Revolving Fund	9,966.60
f. Sheriff Commissary Fund	1,004.62
g. Sheriff Jail Fund	1,095.00
h. Drug Court Revolving Fund	201.72
i. Treasurer Certification Fund	6,657.05
j. S.T.O.P. Violence Against Women Fund	1,488.51
k. County Clerk Lien Fee Fund	4,169.61
l. County Clerk Preservation Fund	8,386.23
m. Fair Board Fund	3,180.87

FY 07/08

a. General Fund	\$7,001.56
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The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, 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; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion Carried.

(Clerk's Note: Agenda was posted on 10-23-08 @ 4:24 p.m.)