

## MINUTES

November 3, 2008

The regularly scheduled meeting of the Board of County Commissioners was called to order this 3rd day of November, 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, Denise Heavner, Don Holyfield, Ed Miller, Melinda Duke, Jennifer Griswold, Peggy Laizure, Deborah VanWye, Denise Ellison, Bobby Stevens, Dan Cary, Jim Helm and Steven Mann.

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 27, 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 Rod Cleveland, to accept the bids and table the awarding and/or rejecting of County Bid #COM-1396 – Contract to provide Public Relations and Communication Services for the Cleveland County Commissioners. The bid term will be from the bid award date through June 30, 2009, with the option to renew for a one-year (1) term thereafter. Chairman Skinner stated this bid is for all County Officials not just the County Commissioners.

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:

<b>CLEVELAND COUNTY BID SUMMARY</b>			
<b>List of Individual Bidders</b>			
	<b>Anglin Public Relations</b>	<b>Capitol Insight, LLC</b>	
BID:	#COM-1396		
DEPT:	COMMISSIONER'S		
DATE OPENED:	11-03-08		
	1	2	
<b>List of Individual Items</b>			<b>Awarded To:</b>
Contract to provide Public Relations and Communication Services for the Cleveland County Commissioners.			Tabled on 11-3-08
The bid term will be from bid award date through June 30, 2009, with the option to renew for a one (1) year term thereafter.			
<b>MONTHLY BID PRICE:</b>	10 hours/month - \$1,500 20 hours/month - \$2,500 30 hours/month - \$3,000	\$5,900.00	
<b>Vendor's Exceptions/Statement:</b>	None	_____	
<b>Contact Information:</b>			
Contact Person:	Debbie Anglin	Chad Alexander	
Title:	Principal	Senior Partner	
Telephone Number:	405-840-4222	405-822-1092	
Fax Number:	405-840-4333	405-286-6557	
Email:	<a href="mailto:danglin@anglinpr.com">danglin@anglinpr.com</a>	<a href="mailto:chad.alexander4@gmail.com">chad.alexander4@gmail.com</a>	
NON-COLLUSION AFFIDAVIT:	YES	YES	
PA-102(1982)			

Per the recommendation of Melinda Duke, Purchasing Agent, Chairman Skinner moved, seconded by Rusty Sullivan, to award County Bid #FB-1394 – Roof Repair located at the Cleveland County Fairgrounds Building, 615 E. Robinson, Norman, to the low bidder Sooner Carpet Cleaning, Inc. for the amount of \$8,500.00.

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

Per the recommendation of Denise Heavner, County Assessor, Rusty Sullivan moved, seconded by Rod Cleveland, to award 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, to the only bidder Sidwell Company in the amount of \$40,098.00 with option #2 in the amount of \$24,040.00.

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

Chairman Skinner called for 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.

Rod Cleveland asked why the County is having problems with the billing for this?

David Batton, A.D.A., replied the problem was with Pottawatomie County and the numbers did not agree.

Rod Cleveland asked if the County is working through the billing for each month?

David Batton, A.D.A., replied that was correct.

Rusty Sullivan moved, seconded by Rod Cleveland, to table agenda item #3 under old business.

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

The Cleveland County Detention Center held an average of 202 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.
10/21/2008 Tues	204	12	3	189
10/22/2008 Wed	205	12	3	190
10/23/2008 Thur	201	15	5	181
10/24/2008 Fri	200	15	5	180
10/25/2008 Sat	196	15	5	176
10/26/2008 Sun	210	15	5	190
10/27/2008 Mon	204	15	5	184
10/28/2008 Tues	201	15	5	181
<u>Daily Average</u>	<u>202</u>	<u>14</u>	<u>4</u>	<u>184</u>

The Book-Ins comparison for this week:

2008            29 FEMALES & 123 MALES = 152 TOTAL. (3.5% decrease from last year)

\*67 Inmates were out of county residents.

2007            33 FEMALES & 125 MALES = 158 TOTAL

\*63 Inmates were out of county residents.

Three Inmates were transported to DOC 10-24-2008

Three Inmates were transported to DOC 10-29-2008

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.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the Maintenance Agreement between the Cleveland County Clerk and Sooner Copy Machines, Inc. for a wide format copier, model #KIP-1900, Serial #10600318, monthly cost will be .05¢ per sq. ft. until the County Clerk's Office stocked paper and toner run out, then the price increase to .08¢ per sq. ft. which will include parts, drum, labor, toner and paper. The contract will be effective on the approval date through June 30, 2009.

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 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 \$0.0125 to be billed quarterly. The agreement will be in effect from October 1, 2008 through September 30, 2009.

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

Chairman Skinner called for the discussion, consideration, and/or action to rescind the approval to pay invoices received from Pottawatomie County for housing inmates for the months of July and August, 2008 approved on the October 14, 2008 agenda.

David Batton, A.D.A., stated the Pottawatomie County invoices were wrong and the following week after the approval Pottawatomie County submitted corrected invoices. The problem was the Sheriff's Office and Pottawatomie County numbers did not match up. Rusty Sullivan stated he had called Pottawatomie County to verify the new numbers were correct and the Sheriff's Office had done the same.

Rusty Sullivan moved, seconded by Rod Cleveland, to rescind the approval to pay invoices received from Pottawatomie County for the months of July and August, 2008 approved on the October 14, 2008 agenda.

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

Chairman Skinner called for the discussion, consideration, and/or action to approve the payment of invoices received from Pottawatomie County for housing inmates for the months of July, 2008 for the amount of \$7,476.00 and August, 2008 for the amount of \$12,488.00.

Rusty Sullivan stated he verified the numbers on the new invoices are correct.

David Batton, A.D.A., replied in the affirmative also.

Rod Cleveland asked if there has been a comparison on the cost of Pottawatomie County housing the inmates versus Cleveland County housing them?

Rusty Sullivan answered the numbers would be significantly different.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the payment of invoices received from Pottawatomie County for housing inmates for the months of July, 2008 for the amount of \$7,476.00 and August, 2008 for the amount of \$12,488.00.

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

Per the recommendation of David Batton, A.D.A., Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Jail Services Agreement between the Board of County Commissioners of Cleveland County and Pottawatomie County Public Safety Center Trust for the housing of inmates. The contract will cover from five (5) inmates up to twenty (20) inmates for the amount of \$32.00 per inmate per day. If additional space is needed, the cost of incarceration will be at the same rate of \$32.00 per inmate per day. The contract will be in effect from the approval date through June 30, 2009.

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

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

- a. F202-52 Monroe Calculator
  - b. F202-53 Monroe Calculator
- (The above items are from the County Clerk's Office and were junked.)

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 Blanket Purchase Orders:

- a. General Fund
  - 09-2587 – D2 Copelin's Office Center \$ 500.00
  - 09-2604 – B2A-400 U.S. Extradition Service, LLC 3,500.00
  - 09-2609 – B2A-500 Copelin's Office Center 1,500.00
  - 09-2611 – B2B-300 Sysco Food Services of Oklahoma 500.00
  - 09-2613 – B2B-300 Ben E. Keith 500.00
  
- b. Highway Fund
  - 09-2547 – T2A Warren Cat 3,500.00
  - 09-2548 – T2A UniFirst 3,000.00
  - 09-2549 – T2A Edward's Canvas, Inc. 800.00
  - 09-2555 – T2A Buck's Propane 300.00
  - 09-2556 – T2A UniFirst 1,500.00
  - 09-2557 – T2A Petroleum Marketers Equipment Co. 500.00
  - 09-2572 – T2A Home Depot Credit Services 750.00
  - 09-2597 – T2A Don's Mobil Lock Shop Inc. 300.00
  - 09-2599 – T2A Ferrell Gas, L.P. 4,500.00

- c. Sheriff's Revolving Fund
  - 09-2607 – CFBRE2-300 Ken's Discount Pharmacy 5,000.00
  - 09-2610 – CFBRE2-300 Sysco Food Services of Oklahoma 5,000.00
  - 09-2612 – CFBRE2-300 Ben E. Keith 2,500.00
  - 09-2614 – CFBRE2-300 U.S. Foodservice, Inc. 2,000.00
- d. Sheriff's Commissary Fund
  - 09-2605 – CFBC2-300 Thompson Commissary Supply, Inc. 7,500.00
- e. Sheriff's Jail Fund
  - 09-2608 – CFBJ2-300 Copelin's Office Center 2,000.00
  - 09-2615 – CFBJ2-300 Wal-Mart Community 500.00

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

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

- |                 |               |
|-----------------|---------------|
| 09-1060 B2A-500 | 09-0100 - T2A |
| 09-1294 B2A-500 | 09-0238 - T2A |
| 09-1706 B2B-300 | 09-0248 - T2A |
| 09-2102 B2B-300 | 09-0485 - T2A |
| 09-2103 B2B-300 | 09-1460 - T2A |
|                 | 09-1715 - T2A |
| 09-0179 - FF2   | 09-1791 - T2A |

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

FY 08/09

- a. General Fund \$ 34,388.22
- b. Highway Fund 133,762.29
- c. Health Fund 219,364.77
- d. Sheriff Service Fee Fund 193.19
- e. Sheriff Revolving Fund 6,506.30
- f. Sheriff Commissary Fund 995.87
- g. Sheriff Jail Fund 1,211.68
- h. Treasurer Certification Fund 30.42
- i. Fair Board Fund 4,279.15

FY 07/08

- a. Highway Fund \$359.67

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.)

Chairman Skinner called for miscellaneous discussion.

Rod Cleveland stated he had received a few phone calls concerning the upcoming vote for proposed sales tax for the construction of the new jail. Mr. Cleveland also stated there would be more information forthcoming to the public and wanted everyone to know they are welcome to come to any of the meetings. Mr. Cleveland went on to say once the website is up there would be information posted there, the newspapers have been providing ample information to the public and if anyone had questions they could call the Commissioner's Office anytime. Mr. Cleveland would also like to have all the other County Officials together in a meeting and show them a presentation of all the information available so they can also answer any questions to their constituents.

George Skinner stated he has also received numerous phone calls supporting the sales taxes.

Rod Cleveland replied that does seem to be the overall view of the public.

Rusty Sullivan stated one of the important aspects of this tax proposal is 30% to 35% incarcerated are not residents of this County and a sales tax would help our citizens to not be the only ones shouldering the tax burden.

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 10-30-08 @ 3:57 p.m.)