

MINUTES

December 8, 2008

The regularly scheduled meeting of the Board of County Commissioners was called to order this 8th day of December, 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, Jeff Virgin, Don Holyfield, Ed Miller, Melinda Duke, Jennifer Griswold, Peggy Laizure, Deborah VanWye, Doug Blaine, Brooke Chiles, Cathy Adams, Lisa Wells, Anne Masters, Susan Gregory, Bobby Stevens and Chris Belford.

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 December 1, 2008.

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

Chairman Skinner moved, seconded by Rusty Sullivan, to accept the one bid and to table the awarding and/or rejecting County Bid #COM2-1398 – The purchase of one (1) or more, 2002 or newer, used Double Drum Vibratory Compactor for the District #2 County Commissioner. 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						
	C L Boyd Company Inc.	Cummins Equipment	Frontier Equipment	OCT Equipment	Warren Cat	
BID:	#COM2-1398					
DEPT:	Commissioners					
DATE OPENED:	12-08-08	1	2	3	3	4
	List of Individual Items					Awarded To:
	The purchase of one (1) or more,					Tabled on 12-8-08
	2002 or newer, used Double Drum					
	Vibratory Compactor with 600 or					
	less hours of usage, for the					
	District #2 Co. Commissioner.					
PROPOSAL:						
MAKE:	NO BID	NO BID	NO BID	NO BID	Caterpillar	
MODEL:					CB534C	
YEAR:					2002	
HOURS:					582	
CONDITION:					Very good to excellent	
WARRANTY:					3 Yr / 3,000 Hr Powertrain & Hydraulic	
CAN BE DELIVERED BY:					Immediately from dealer inventory	
TOTAL BID PRICE:					\$93,490.00	
Exceptions:					105 HP, 7 MPH Top Speed, 124" Wheelbase, 250 6.1 Water Supply, 5 Position Seat, No Seat Slide	
Contact Person:					Denzil Buzz McDonald	
Title:					Gov't Sales, Manager	
Telephone Number:					405-947-6771	
Fax Number:					405-945-3420	
NON-COLLISION AFFIDAVIT:					YES	

Chairman Skinner moved, seconded by Rod Cleveland, to table the minutes of the Special Meeting of November 21, 2008.

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 228 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.
11/25/2008 Tues	226	20	6	200
11/26/2008 Wed	225	19	6	200
11/27/2008 Thur	222	19	6	197
11/28/2008 Fri	218	19	6	193
11/29/2008 Sat	236	19	6	211
11/30/2008 Sun	240	19	6	215
12/01/2008 Mon	234	19	6	209
12/02/2008 Tues	223	19	6	198
<u>Daily Average</u>	<u>228</u>	<u>19</u>	<u>6</u>	<u>203</u>

The Book-Ins comparison for this week:

2008 33 FEMALES & 108 MALES = 141 TOTAL. (35% decrease from last year)

*87 Inmates listed an address outside of Cleveland County.

2007 41 FEMALES & 150 MALES = 191 TOTAL

*44 Inmates listed an address outside of Cleveland County

Work Release: Two workers are currently assigned to the program.

Three Inmates were transported to DOC this reporting period.

Currently there are two Inmates scheduled for transport to DOC

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.

Chairman Skinner called for the Presentation by Anne Masters, Pioneer’s Executive Director, presenting an update on the Pioneer Library System.

Ms. Anne Masters thanked the Commissioners for the opportunity to speak and introduced the following branch managers; Cathy Adams, Noble; Lisa Wells, Moore and Susan Gregory, Norman. Ms. Masters presented the following report:

Library Ad Valorem Revenue

McClain -	\$ 682,602
Pottawatomie -	\$ 1,023,828
Cleveland -	\$ 5,453,718
TOTAL Ad Valorem:	\$ 7,160,148
93% of Pioneer Library System Budget: \$ 7,660,798	

Library Card Holders

Moore -	47,946
Noble -	6,885
Norman -	74,706
Rural/Other -	858
TOTAL:	130,395
59% of County Population - 222,074	

Library Materials

Moore -	96,597
Noble -	26,922
Norman -	187,986
TOTAL:	311,505
66% of Pioneer Library System - 474,939	

Library Visits

Moore -	313,850
Noble -	106,757
Norman -	466,940
TOTAL:	886,747
65% of Pioneer Library System - 1,365,131	

Library Circulation

Moore -	526,512
Noble -	81,014
Norman -	793,433
TOTAL:	1,400,959
73% of Pioneer Library System - 1,922,853	

Additional Cleveland County Numbers

Library Programs:	2,809
Library Program Attendance:	81,072
Meeting Room Bookings:	2,520
Adult Literacy Students:	121
Adult Literacy Sessions:	2,463
Public Computers:	174
Public Computer Sessions:	159,283

**Pioneer Library System in Cleveland County
2007-2008**

PLS Board of Trustees from Cleveland County

Kelly Nemecek, Chair
Blake Virgin, Cleveland County Representative
Elaine Hobson, Lexington Representative
Steve Eddy, Moore Representative
Robin Parker, Noble Representative
Lynne Miller, Norman Representative
Gloria Hodge, Slaughterville Representative

PLS Facilities in Cleveland County

Pioneer Library System Headquarters
225 N. Webster, Norman
Anne Masters, Director
Pioneer Service Center
1210 McGee, Norman
Carolyn Dulworth, Branch Manager
Norman Public Library
225 N. Webster, Norman
www.justsoyouknow.us/norman
Susan Gregory, Branch Manager
Moore Public Library
225 S. Howard, Moore
www.justsoyouknow.us/norman
Lisa Wells, Branch Manager and County Coordinator
Noble Public Library
204 N. Fifth
www.justsoyouknow.us/norman
Chris Kennedy, Branch Manager
Little Axe Information Station
1000 168th Avenue, Norman
Pam Sharp, Volunteer
Soon to be added:
Lexington Information Station
East Norman Book Stop (B&B Country Store)
West Norman Book Stop (Sooner Mall)

**Direct Economic Impact of Pioneer Library System
in Cleveland County**

\$1,683,933 in employee salaries (31% of the ad valorem raised in the county)

A Report
on the
Hometown Public Libraries
of the
Pioneer Library System
in
Cleveland County
for
2007-2008



Pioneer Library System
225 North Webster Avenue
Norman, OK 73069

www.justsoyouknow.us

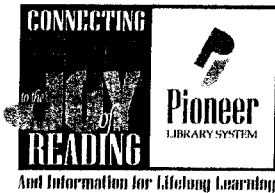
**Report to the Cleveland County
Commissioners for FY 2007-2008**

As the Pioneer Library System celebrates its 50th Anniversary in 2008, an increase in ad valorem support approved by the voters in Cleveland, McClain and Pottawatomie counties on May 13, 2008 has provided the means to increase hours and services for our customers.

Cleveland County Branches were able to add a total of 11 hours weekly to their schedules, including Sunday afternoons year-round and Fridays until 9 p.m. in Norman and Moore.

In the coming year, more and better computers will be added, including new children's computers with learning software, and additional adult computer workstations.

The system budget for books, DVDs and audio books doubled for 08-09; and Cleveland County's allocation increased 100.1%.



**SYSTEM GOALS FOR 2008-2011
PLS Golden Anniversary: Continuing Excellence in Community and Customer Service**

In January-March, 2008 community planning groups throughout our three-county area identified community needs and guided branch libraries in the development of branch goals. This PLS Golden Anniversary planning document seeks to support branch goals through system initiatives.

EARLY LITERACY AND SCHOOL READINESS PROGRAMS

- Offer DHS approved training for child care providers in each county.
- Reach out to at risk families through Prime Time or similar programs.
- Encourage young parents to visit the library through baby story times, parenting materials/programs and other strategies.
- Implement a system-wide school readiness program on music literacy to develop reading readiness in children through music.

SUPPORT SMALL BUSINESS AND CONTRIBUTE TO WORKFORCE DEVELOPMENT

- Continue development of New Business Services
 - Improve business collections in all branches.
 - Develop business services team to guide planning and implementation
 - Investigate opportunity to partner with the OU Writing Center for community writing centers and programs.
 - Develop specific training for staff to further business services implementation. (Hoovers data base; presentation skills)
 - Offer programs and workshops including leadership workshops topics
- Increase college and career collections and programs
 - Resume and interview skills
 - College and job fairs
- Continue efforts to reach and assist adults with low reading skills
 - Adult basic literacy programs
 - Shawnee TANF program
 - ESL services

READING OF LITERATURE

- Develop a Pioneer Reads program for 2008-2009 (To Kill a Mockingbird)
- Apply for a Big Read program for 2009-2010.
- Develop an Oklahoma Native American Authors Collection.
- Promote events that showcase authors including the Red Dirt Book Festival.

RESOURCE FOR COMMUNITY

- Develop online community calendars and implement online meeting room booking system.
- Expand use of community resource data bases
- Explore partnerships to provide access to community history resources and data online and improve collections of traditional local history resources
- Link to city government data.
- Study genealogy services and resources including partnerships with local groups.
- Provide support for National Issues Forums training and programs to increase community dialog about important local and national issues.

INNOVATIVE SERVICES

- Use LibSat Customer Satisfaction Data to monitor improvements in customer service.
- Further develop targeted marketing of databases and other library services.
- Develop new staff and public websites based on Web 2.0 technology.
- Expand Overdrive downloadable collection.
- Continue to improve customer convenience through E-commerce improvements.
- Improve format for accessing lists of "new books" online.
- Continue staff and public training on free software options such as Open Office and Web 2.0 applications.
- Continue to study Instant Messaging Reference services to complement AskALibrarian email reference service.
- Implement public service computers that have specialized access or software (e.g. business, education, handicapped accessible, audio/video creation).

SERVE DIVERSE COMMUNITIES

- Provide programs and collections that attract teens.
- Provide services that engage seniors.
- Encourage cultural exchange and appreciation of diversity.
- Explore outreach programs to reach new library users and special populations

SERVICES TO K-12 STUDENTS Branch goals developed during the 2008 Community Planning Process highlight our communities' concerns for their school age children. To support the branch goals, PLS will nurture existing "homework help" and "out of school time" efforts and work to expand these services.

Chairman Skinner thanked Ms. Anne Masters for her presentation.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the 2009 Schedule of Meetings for the Board of Cleveland County Commissioners.

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

Motion Carried.

Chairman Skinner moved, seconded by Rusty Sullivan, to approve the appointment of Rod Cleveland as the Member and George Skinner and Rusty Sullivan as alternates for the Association of Central Oklahoma Governments (ACOG) Board of Directors for the Intermodal Transportation Technical Committee (ITTC).

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

Motion Carried.

Chairman Skinner moved, seconded by Rod Cleveland to approve the Resolution approving the utilization of \$260,000.00 of the 2009 Bridge Replacement Funds for the Spring Creek Project for the repair, replacement or modification of the existing bridge.

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

Motion Carried.

Per the recommendation of Jeff Virgin, Assistant District Attorney, Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Pay Application #50, for Office Additions and Renovations to the Cleveland County Courthouse in the amount of \$18,059.44.

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

Motion Carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Claim from Geotechnical Investigation for Project No. CB-114D(236), State Job Piece No. 26112(05), District #3 Bridge over Buckhead Creek in the amount of \$8,851.50.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Acceptance of the 2008 Violence Against Women Grant Awarded in the amount of \$31,201.43 for the Domestic Violence Court (Court Service Officer) in Cleveland County for salary and benefits to be expended January 1, 2009 through December 31, 2009. This funding would continue financial support with no cost to the County in matching funds.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the Resolution Disposing of Equipment of item #F299-002 Fellows Deskside Shredder, model #FEL36170. (This item is from the 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 November, 2008 monthly reports of the following:

- a. Denise Heavner, County Assessor
- b. Tammy Howard, County Clerk
- c. Rhonda Hall, Court Clerk
- d. Saundra DeSelms, County Treasurer

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

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

T1A	\$	255,779.15
T1C	\$	5,453.14
T2A	\$	2,461,214.03
T2B	\$	35,659.50
<u>T3</u>	<u>\$</u>	<u>2,099,695.01</u>
Total Unrestricted	\$	4,857,800.83

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		
09-3098 – SL2	Eureka Water Company	\$ 150.00
09-3100 – SL2	Copelin’s Office Center	2,000.00
09-3180 – B2A-200	Copelin’s Office Center	1,000.00
09-3181 – B1A-300	Associate Medical Professionals, Inc.	5,000.00
09-3182 – B2A-200	Wal-Mart Community	250.00
09-3183 – B2A-500	Wal-Mart Community	500.00
09-3184 – B2A-500	Reynolds Ford, Inc.	500.00
b. Highway Fund		
09-3064 – T2A	Pearson Lumber & Home Care	500.00
09-3066 – T2A	Hydradyne Hydraulics	500.00
09-3177 – T2A	Pearson Lumber & Home Care	500.00
c. Sheriff Revolving Fund		
09-3068 – CFBRE2-300	Sysco Food Services of Oklahoma	5,000.00
09-3069 – CFBRE2-300	Sysco Food Services of Oklahoma	500.00
09-3070 – CFBRE2-300	Ben E. Keith	2,500.00
09-3071 – CFBRE2-300	Ben E. Keith	500.00
09-3072 – CFBRE2-300	U.S. Foodservice, Inc.	2,000.00
d. Health Fund		
09-3063 – MD2	Shred-It Oklahoma City	2,000.00

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:

09-0414 – B2A-500	09-0083 – T2A
09-2613 – B2B-300	09-1209 – T2A
	09-1790 – T2A
09-1027 – MD2	09-3042 – T2A
09-2614 – CFBRE2-300	09-1514 – FF2
09-2832 – CFBRE2-300	
09-2835 – CFBRE2-300	

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 08/09

a. General Fund	\$ 552,570.89
b. Highway Fund	107,012.37
c. Health Fund	1,403.44
d. Sheriff Service Fee Fund	52,080.45
e. Sheriff Revolving Fund	22,421.83
f. Sheriff Jail Fund	966.15
g. County Clerk Lien Fee Fund	4,169.61
h. County Clerk Preservation Fee Fund	8,776.88
i. S.T.O.P. Violence Against Women Fund	1,488.51
j. Fair Board Fund	1,452.46

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 12-04-08 @ 4:16 p.m.)