

## MINUTES

June 8, 2009

The regularly scheduled meeting of the Board of County Commissioners was called to order this 8th day of June, 2009, in meeting room 240 of the Cleveland County Office Building by Chairman Rod Cleveland. Tammy Howard, County Clerk/Secretary, called roll and those present were:

Rod Cleveland, Chairman  
Rusty Sullivan, Vice-Chairman  
George Skinner, Member  
Tammy Howard, Secretary

Others present were: Christine Brannon, David Batton, David Tinsley, Joe Lester, Melinda Duke, Brenda Wakeman, Peggy Laizure, Deborah VanWye, James Tyree, Doug McKenzie, Susan Moffat and Thomas Von Ness.

Chairman Cleveland began the meeting with the Pledge of Allegiance.

Rusty Sullivan moved, seconded by George Skinner, to approve the minutes of the Regular Meeting of June 8, 2009.

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

Upon the request of Melinda Duke, Purchasing Agent, Rod Cleveland moved, seconded by Rusty Sullivan, to accept the bids and to table the awarding/rejecting until a later date due to so many line items listed on the bids, County Bid #BE-1417 – One-Year (1) Non-Encumbered Contract for Building Maintenance Supplies for Cleveland County. The bid term will be from July 1, 2009 through June 30, 2010.

The vote was: Rusty Sullivan, yes; George Skinner, 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>												
List of Individual Bidders												
	Xpedx	Harvey Janitorial Sales	Paradise Equipment Services	Treat's Solutions Inc.	EcoLab Inc.	Empire Paper Company	Chemsearch, Division of NCH Corp.	Mantek, Division of NCH Corp.	Unipak	J.D. Thompson & Associates	Oklahoma Janitorial Supply	Page 1
BID: #BE-1417	1	2	3	4	5	6	7	8	9	10	11	
DEPT: Bldg. Maint.												<b>Awarded:</b>
DATE OPENED: 6-08-09												Tabled on 6-8-09
List of Individual Items												
One-Year (1) Non-Encumbered Contract for Building Maintenance Supplies.												
The bid term will be from 1-2009 through June 30, 2010.												
DELIVERY:	5-Days	2-3 Days	7-Days	7-Days	2-4 Days	7-10 Days	5-7-Days	5-7-Days	-----	-----	5-Days	
COMMENTS/EXCEPTIONS:						*See attached letter below.	Laundry Soap, Floor Finish, Sunup EF 6x1 gl case, Headliner 6x1 gl case, Floor Ultra Stripper 6x1 gl case, Floor Disinfectant 6x1	m/m Laundry Detergent 6x1 gl case, Floor Finish 6x1 gl case, Floor Ultra Stripper 6x1 gl case, Floor Disinfectant soap 6x1 gl case, Disinfectant Floor Cleaner 6x 1gl case				
CONTACT PERSON:	RC Cunningham	Vickie Kennedy	Steve Johnson	Jess Maxey	Thomas E. Ohs	Randy Hatcher	Deb Hall	Deb Hall	Brian Marcus	Thomas Van Ness	Cheryl Steinmetz	
TITLE:	Acct. Manager	Office Mgr.	Owner	Sides Consulting	Manager, Bid Contracts	Bids/Sourcing	Bid Manager	Bid Manager	Pres.	V.P. of Sales	Sales Rep.	
ADDRESS	3400 Melcat Drive	1330 W. Main	228 S.E. 8th	P.O. Box 847	370 Wabasha St.	2708 Central Freeway East	P.O. Box 152170	P.O. Box 152170	POB 300027	300 S. Vermont	4101 S.W. 29th	
CITY, STATE, ZIP	OKC, OK 73179	OKC, OK 73106	Moore, OK 73160	Ada, OK 74821	St. Paul, MN 55102	Wichita Falls, TX 76301	Irving, TX 75015	Irving, TX 75015	Brooklyn, NY 11230	OKC, OK 73108	OKC, OK 73119	
TELEPHONE NUMBER:	405-686-4662	405-236-3438	405-793-7381	405-808-9819	651-293-4310	800-299-9626	972-438-0511	972-438-0511	888-808-5120	405-947-8767	405-235-1925	
FAX NUMBER:	405-686-4655	405-236-0754	405-793-0259		651-293-2682	940-766-3867	972-438-0634	972-438-0634	718-677-9371	405-947-8763	405-236-1925	
NON-COLLUSION AFFIDAVIT:	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	
*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 over the last 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 will be no more than the amount charged by our vendor.												

Upon the request of Joe Lester, County Sheriff, Rod Cleveland moved, seconded by George Skinner, to award the bid to Conversant Technologies Inc., County Bid #SHE-1411 – One (1) Year Non-Encumbered Contract to provide an Inmate Telephone System for the Cleveland County Sheriff’s Office. This agreement shall be in effect for one (1) year, commencing from the bid award date through and including 12 (twelve) months, with the option to re-new up to three (3) years on an annual basis.

Joe Lester stated after reviewing all the bids the bid Conversant submitted met all the needs and Conversant offered more on-site storage.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to table the awarding and/or rejecting of County Bid #SHE-1414 – The purchase to provide a comprehensive, fully integrated, CAD (Computer Aided Dispatch) and Record Management System for the Cleveland County Sheriff’s Office.

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

Motion Carried.

George Skinner moved, seconded by Rusty Sullivan, 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 paying by means of Option #1. Policy coverage will be from July 1, 2009 through June 30, 2010.

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

Motion Carried.

Upon the request of Melinda Duke, Purchasing Agent, Rod Cleveland moved, seconded by George Skinner, to award the bid to D & G Emergency Lighting. D& G Emergency Lighting's bid was the over all best bid and meet all the requirements for County Bid #SHE-1416 – One-Year (1) Non-Encumbered Contract for the purchase of one (1) or more, Emergency Vehicle Package and all necessary equipment for complete installation on vehicles of the Cleveland County Sheriff's Office. This agreement shall be in effect for one (1) year, commencing from the bid award date through and including twelve (12) months, with the option to re-new up to three (3) years on an annual basis.

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

Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the letter to request application for the 2009-2010 Trash Cop Program through the Association of County Commissioners.

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

Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the Notice of Appointment for Sandra DeSelms, Ramona Nelson as Requesting Officers and Tammy Todd as alternate Requesting Officer on all Treasurer's Office Accounts.

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

Motion Carried.

George Skinner moved, seconded by Rusty Sullivan, to approve the Notice of Appointment for Kim Jones, Michelle Newberg as Receiving Officers and Teresa Heard as alternate Receiving Officer on all Treasurer's Office Accounts.

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

Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the Renewal Attorney Fee Agreement between Sandra DeSelms, County Treasurer and Joe B. Lawter for professional legal services at the rate of \$125.00 per hour, copy expense at the rate of \$0.10 per copy and actual postage expense incurred by the Attorney beginning July 1, 2009 through June 30, 2010.

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

Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the Contract and Schedule between the Cleveland County Treasurer and Manatron, Inc. for Core Tax Application Software, Hardware and Services per County Bid #CT-1323. Contract will be from July 1, 2009 through June 30, 2010.

- a. Dell PE2800 Server with Monitor – Support \$4,354.84
- b. Total Annual Software Support - \$115,881.48
- c. Total Annual Administration Services \$12,600.00

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Contract between the Cleveland County Health Department and Katie Cuaderes to provide services as a teaching assistant for Early Foundations Replication Project. This program is a cooperative effort of the Cleveland County Health Department, NorthHaven Day School, Norman Public Schools and Early Foundations. The program is for children suspected or diagnosed Autism Spectrum Disorder. The agreement is for a maximum of \$600.00, amount not to exceed \$10.00 per service hour and mileage in accordance with the State Travel Reimbursement Act (STRA), which is currently \$0.55 per mile as currently defined by the STRA, as the travel rate is adjusted this agreement will likewise be adjusted.

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Contract between the Cleveland County Health Department and Katie Cuaderes to provide services as a teaching assistant for Early Foundations Replication Project. This program is a cooperative effort of the Cleveland County Health Department, NorthHaven Day School, Norman Public Schools and Early Foundations. The program is for children suspected or diagnosed Autism Spectrum Disorder. The agreement is for a maximum of \$10,000.00, amount not to exceed \$10.00 per service hour and mileage in accordance with the State Travel Reimbursement Act (STRA), which is currently \$0.55 per mile as currently defined by the STRA, as the travel rate is adjusted this agreement will likewise be adjusted.

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

George Skinner moved, seconded by Rusty Sullivan, 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 \$337,926.00 paying by means of Option #1. Policy coverage will be from July 1, 2009 through June 30, 2010.

(Note: Agenda Item is for Property Liability Insurance and not the Self-Insurance Fund)  
The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, yes.  
Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the Detention Services Agreement between the Cleveland County Commissioners and Community Works for Juvenile Detention Services for the amount of \$19.31 per day per child. The Contract will be in effect from July 1, 2009 through June 30, 2010.

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Contract between the Board of County Commissioners and Texas County Juvenile Detention Center for Juvenile Detention Services in the amount of \$29.36 per day per child from July 1, 2009 through June 30, 2010.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Resolution that Cleveland County endorses and supports the missions of Tinker Air Force Base and recommendations in the Joint Land Use Study (JLUS).

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

Rusty Sullivan moved, seconded by George Skinner, to approve the Agreement between the Cleveland County Treasurer and the Cleveland County Clerk to share the expenses for one 1.5M/1.5M connection with Cox Business Services. The Treasurer will pay the even months and the Clerk will pay the odd months.

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Telecommunications Services Agreement between the Cleveland County Treasurer/Cleveland County Clerk and Cox Oklahoma Telcom, L.L.C. d/b/a Cox Business Services for upgrade from two 3M/512K CBI to one 1.5M/1.5M connection. Total monthly charges will be \$259.95 per month. The County Treasurer and County Clerk will rotate paying this bill. The Agreement will be in effect July 1, 2009 through June 30, 2010.

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

George Skinner moved, seconded by Rusty Sullivan, to approve the May, 2009 monthly reports of the following:

- a. Tammy Howard, County Clerk
- b. Rhonda Hall, Court Clerk
- c. Sandra DeSelms, County Treasurer
- d. Joe Lester, County Sheriff (Service Fees)

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

Rusty Sullivan moved, seconded by George Skinner, to approve the following Blanket Purchase Orders:

a. General Fund

09-5789 – SM2	Home Depot Credit Services	\$ 500.00
09-5790 – SM2	J&R Windows & Glass	1,000.00
09-5810 – SM2	Home Depot Credit Services	1,000.00
09-5857 – R2	The Norman Transcript	5,000.00
09-5883 – B2B-300	Sysco Food Services of Okla.	2,000.00
09-5884 – B2B-300	Sysco Food Services of Okla.	500.00
09-5885 – B2B-300	Ben E. Keith	2,500.00
09-5886 – B2B-300	U.S. Foodservice, Inc.	2,000.00
09-5887 – B2A-500	O'Reilly Automotive	500.00

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

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

09-0049 – H2	09-4075 – B2A-100	09-5498 – CFBRE2-300
09-0050 – H2	09-4170 – SM2	
09-0054 – HR2	09-4271 – F2	09-4073 – CFBJ2-300
09-0154 – SL2	09-4417 – B2A-500	09-5495 – CFBJ2-300
09-0295 – SM2	09-4855 – SM2	
09-0307 – C2	09-5023 – SM2	09-0572 – CFHRE2
09-0421 – B2A-100		09-0573 – CFHRE2
09-1712 – B2A-400	09-0039 – T2A	
09-1722 – SL2	09-0066 – T2A	09-1934 – FF2
09-1809 – B2A-300	09-0656 – T2A	
09-3729 – B2A-100	09-1079 – T2A	
09-3806 – B2A-100	09-1320 – T2A	
09-3823 – B2A-500	09-1575 – T2A	
09-3827 – B2A-500		

George Skinner 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	\$ 553,500.45
b. Highway Fund	172,969.07
c. Health Fund	225,315.29
d. Sheriff Service Fee Fund	46,593.90
e. Sheriff Revolving Fund	48,548.03
f. Sheriff Commissary Fund	649.72
g. Sheriff Jail Fund	1,949.87
h. County Clerk Lien Fee Fund	7,188.22
i. County Clerk Preservation Fund	2,585.65
j. Treasurer Certification Fee Fund	166.10
k. Assessor Revolving Fund	19,339.64
l. S.T.O.P. Violence Against Women Fund	1,540.23
m. Fair Board Fund	3,893.88

The vote was: Rusty Sullivan, yes; George Skinner, 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, George Skinner moved, that the meeting be adjourned. Rusty Sullivan seconded the motion.

The vote was: Mark Meyer, yes; Rusty Sullivan, yes; George Skinner, yes.

Motion Carried.

(Clerk's note: Agenda was posted on 6-05-09 @ 8:15 a.m.)