

MINUTES

August 10, 2009

The regularly scheduled meeting of the Board of County Commissioners was called to order this 10th day of August, 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: Sarita Scott, David Batton, Melinda Duke, Peggy Laizure, James Tyree, Denise Ellison, Joe Lester, David Tinsley, Deborah VanWye, Mark Hamm, Shari Kinney and Susan Moffat.

Chairman Cleveland began the meeting with the Pledge of Allegiance.

Rod Cleveland moved, seconded by Rusty Sullivan, to table the minutes of the Regular Meeting of August 3, 2009.

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

Rusty Sullivan moved, seconded by George Skinner, to table the discussion, consideration, and/or action as whether to approve an agreement with York International Corporation for the transfer of three tracts of land to the Cleveland County in conjunction with the proposed realignment of Franklin Road during construction of the Cleveland County jail and allowing an easement for York Corp. signage.

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Planned Maintenance Agreement between Cleveland County Health Department and Lashar Home Comfort Systems for 10 HVAC systems located at 224 South Chestnut, Moore, Oklahoma. Prepayment of annual contract includes \$10.00 annual discount per system for annual fee of \$1,290.00. Contract will be for one (1) year from the date of agreement. Program includes maintenance on ten (10) systems which includes:

- a. Two (2) precision tune-ups per year on each HVAC system. One (1) on the cooling system and one (1) on the heating system. Includes 1” or 2” high efficiency pleated filters.
- b. Two (2) additional filter service changes per year performed between regularly scheduled visits.
- c. All work completed within 24 hours of the time of the service call (pending parts availability).

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Maintenance Renewal Agreement between the County Assessor and Syncsort for Computer Data Backup at remote site for \$1,962.00 from June 30, 2009 through June 29, 2010.

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

Rusty Sullivan moved, seconded by George Skinner, to approve a Resolution providing the Chairman of the Board of County Commissioners with the temporary authority to supervise and/or resolve personnel issues, schedules, interviews, hiring and terminations within the Maintenance and Janitorial Departments (Building Maintenance Department).

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

George Skinner moved, seconded by Rusty Sullivan, to approve Rental Agreement between the County Clerk and Pitney Bowes for Rental and Maintenance contract beginning on the approval date through one-year with the option to renew up to four consecutive years for the following equipment per State Contract #SW80049:

- a. Meter, model #DM525, for the amount of \$279.00 per month
- b. Folder, model #DF500, for the amount of \$110.00 per month

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

Rusty Sullivan moved, seconded by George Skinner, to approve the Maintenance Agreement between the County Assessor and Summit Mailing & Shipping Systems Inc. for Mail Machine in the amount of \$137.50 per quarter and Scale in the amount of \$136.25 per quarter, Contract begins July 1, 2009 through June 30, 2010.

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Maintenance Plan between the County Assessor and Summit Mailing & Shipping Systems, Inc. for meter rental billed by Neopost. Contract begins from July 1, 2009 through June 30, 2010 in the amount of \$227.53 per quarter.

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

Rusty Sullivan moved, seconded by George Skinner, to approve the Service Agreement between the County Treasurer and Financial Equipment Company from October 1, 2009 through September 30, 2010 for the following equipment:

- a. 10 – Currency Discriminators at \$319.00 per unit
- b. 6 – Printers at \$59.00 per unit
- c. 4 – Glory Count Software at \$81.00 per unit

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Copier Maintenance Agreement between the County Fair Board and Sooner Copy Machines, Inc. for a Sharp Copier, model #MX2300N, S/N #75053195, in the amount of \$12.00 per month per year and copy charge of .01¢ after 1,000 allowable copies. The Contract will be in effect from July 1, 2009 through June 30, 2010.

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 of Valerie Mattheus and Gayla Sukenis as Receiving Officer, Jeanell Poor as Alternate Receiving Officer for all of the Sheriff Department's Accounts including CFBCHS2, CFBG1C and CFBG3 for the remainder of FY 09/10.

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

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

- a. David Tinsley, County Assessor
- b. Tammy Howard, Court Clerk
- c. Paula Roberts, Election Board Secretary
- d. Shari Kinney, County Health Department
- e. Sandra DeSelms, County Treasurer

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

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

- a. General Fund
 - 10-1057 – B2A Armor Auto Repair, LLC \$2,000.00
 - 10-1058 – B2A K & S Auto Service 2,000.00
 - 10-1145 – R2 The Norman Transcript 5,000.00
 - 10-1153 – B2A Copelin's Office Center 1,500.00
 - 10-1154 – B2B Sysco Food Services of Oklahoma 5,000.00

10-1155 – B2B	Ben E. Keith	2,500.00
10-1156 – B2B	U.S. Foodservice, Inc.	3,000.00

b. Highway Fund

10-1086 – T2A	T.D.’s Radio, Inc.	750.00
10-1111 – T2A	Pearson Lumber & Home Care	500.00
10-1144 – T2A	Mid-West Hose & Specialty	500.00
10-1148 – T2A	G & R Equipment Company	1,500.00
10-1157 – T2A	G.W. VanKeppel Company	5,000.00

c. Health Department Fund

10-1072 – MD2	Sooner Copy Machines	3,600.00
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The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, yes.
Motion Carried.

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

T1A	\$	248,049.67
T1C	\$	3535.03
T2A	\$	1,652,786.00
T2B	\$	59,064.17
<u>T3</u>	\$	<u>1,811,371.31</u>
Total Unrestricted	\$	3,774,806.18

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

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

09-3761 – T2-A	10-0418 – B2A	10-0108 – T2A
09-4693 – T2-A		10-0217 – T2A

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

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

FY 09/10

a. General Fund	\$	634,883.64
b. Highway Fund		152,572.56
c. Health Fund		8,028.31
d. Sheriff Service Fee Fund		5,000.00
e. Sheriff Revolving Fund		7,467.74
f. Sheriff Jail Fund		5,063.73

g. Sheriff Commissary Fund	750.01
h. Rural Water District #1 Grant	3,750.00
i. County Clerk Preservation Fund	11,482.06
j. Treasurer's Certification Fee Fund	315.00
k. Fair Board Fund	4,345.51

FY 08/09

a. General Fund	\$ 22,378.27
b. Highway Fund	700.79
c. Health Fund	357.20

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: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes.

Motion Carried.