## **MINUTES**

May 3, 2010

The regularly scheduled meeting of the Board of County Commissioners was called to order this 3rd day of May 2010, in meeting room 200 of the Cleveland County Office Building by Chairman Rod Cleveland. Tammy Howard, 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, Melinda Duke, James Tyree, Denise Ellison, Peggy Laizure, Shari Kinney, Brooke Chiles, Chris Belford, Stephen Gibbs, Lori Bennett, John Miller, Spencer Adams and Kyle Haskins.

George Skinner moved, seconded by Rusty Sullivan, to approve the minutes of the Regular Meeting of April 26, 2010.

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

Upon the request of Melinda Duke, Purchasing Agent, Rod Cleveland moved, seconded by George Skinner, to accept the bids and to table the awarding and/or rejecting of County Bid #HWY-1454 – Non-Encumbered Contract for Bulk Oils, Lubricants and Antifreeze for the County Commissioners. The bid term will be from May 22, 2010 through September 21, 2010

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

The bidders, each with properly executed non-collusion affidavits are listed on the following page:

	List of Individual Bidders							
	Hooten Oil Co. Inc.	Jim Johnson Oil Company	United Fuel & Energy	Clark Oil Distributors Inc.	Page 1			
BID: #HWY-1454								
DEPT: Commissioner's								
DATE OPENED: 5-3-10								
	1	2	3	4				
					Awarded To:			
Non-Encumbered					Tabled on 5-3-10			
Contract for Bulk Oils,								
Lubricants & Antifreeze for								
the County Commissioners.								
The bid term will be from								
May 22, 2010 thru								
September 21, 2010								
NON-COLLUSION AFFIDAVIT:	YES	YES	YES	YES				

Upon the request of Melinda Duke, Purchasing Agent, Rod Cleveland moved, seconded by Rusty Sullivan, to accept the bids and to table the awarding and/or rejecting of County Bid #HD-1455 – To Lease four (4) new Black & White Digital Multifunction Copier/Printers for the Cleveland County Health Department. Lease period is for one (1) year, with the option to re-new up to four (4) consecutive one (1) year periods.

The vote was: Rusty Sullivan; George Skinner, yes; Rod Cleveland, 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											
	Smart Image Systems - Bid #1	Smart Image Systems - Bid #2	Oklahoma Office Systems - Bid #1	Oklahoma Office Systems - Bid #2	Ricoh Business Solutions	Konica Minolta Busines Solutions	BMI S <b>y</b> stems	IKON Office Solutions, Inc.	Хегох	Sooner Copy Machine Inc.	
BID: #HD-1455											
DEPT: Health Department											
DATE OPENED: 5-03-10	1	2	3	4	5	6	7	8	9	10	
List of Individual Items To Lease four [4] new Black	1	2	3	4	3		,		9	10	Awarded To: Tabled on 5-3-10
& White Digital Multifunction											
Copier/Printers, for the Cleveland											
County Health Department											
MAKE:	Sharp	Sharp	Kyocera	Konica	Ricoh	Bizhub	Canon	Ricoh	Xerox	Sharp	
MODEL:	MX453N	MX453N	Copystar CS420i	Minolta Bizhub501	MP 5001SP	501		MP6001	W5645PT	MXM453N	
NA OBER	MANAGON	WATASSIA	C54201	Dizirabooi	MF 50015F	301	imagerunner 3245	MF0001	W3043F1		
DELIVERY DATE:	Within ten business days upon lease signing.	Within ten business days upon lease signing.	5 days from P.O. receipt.	5 days from receipt of P.O.	TBD	ASAP	10-15 Business days from order date	6/18/2010		5-14-2010	
MONTHLY PAYMENT PER COPIER:	\$203.57 Flex Plus Lease	\$217.28 FMV Lease w/national cooperative leasing.	\$217.82	\$270.80	\$165.02	\$191.54	\$221.11	\$316.00	\$246.57 includes 10,000 impressions p/mo	\$145.00	
MAINTENANCE COST PER COPY:	\$0.0135	\$0.012E	\$0.000E	\$0.0075	\$0.000E	#A AAB1	#0.0067	#0.0070	\$0.007E	#A 00E0	
PINIETENANCE COSTT ETTCOTT.	\$0.0135	\$0.0135	\$0.0085	\$0.0075	\$0.0085	\$0.0081 (fixed for term)	\$0.0067	\$0.0070	\$0.0075 p/impression, beyond 10,000	\$0.0050	
									impressions.		
Exceptions:	None - Meets or exceeds all specifications	None- Meets or exceeds all specifications	42 ppm Print Speed,		paper capacity is 3,500 sheets	Maintenance and Supplies are fixed		The proposed system requires different power than what is listed.	per terms & conditions of state of oklahoma statewide contract SW74171		
			5300 sheet capacity		Hard drive is 40gb	for the term of the lease.		It exceeds the specification. I listed this as an exception just to be safe.			
	Smart Image Systems - Bid #1	Smart Image Systems - Bid #2	Oklahoma Office Systems - Bid #1	Oklahoma Office Systems - Bid #2	Ricoh Business Solutions	Konica Minolta Busines Solutions	BMI Systems	IKON Office Solutions, Inc.	Хегох	Sooner Copy Machine Inc.	
BID: #HD-1455											
DEPT: Health Department											
DATE OPENED: 5-03-10	1	2	3	4	5	6	7	8	9	10	
List of Individual Items				,							
To Lease four (4) new Black											
& White Digital Multifunction Copier/Printers, for the Cleveland											
County Health Department											
oomiy neadi beparaten											
Exceptions:			200 sheet bypass					In addition to the basic specifications, I added a data overwrite security			
			color scanning					kit, which over writes previously copied, scanned and printed data to protect			
								confidential information & increase security.			
Contact Person:	Bobby E. DeMent	Bobby E. DeMent	Allyn Pepper	Allyn Pepper	Spencer Adams	Reginald L. Sims	Eric Bowman	Jason Vaught	Stephen M. Gibbs	John Miller	
Title:	Sales Manager	Sales Manager	Govt. Acct. Mgr.	Govt. Acct. Mgr.	Govt. Acct. Executive	Govt. Sales Executive	Senior Account Manager	Major Account Executive	SSE	President	
Address:	2709 South I-35 Service Rd. OKC, OK 73129	Service Rd.	33 N. Meridian OKC, OK 73107	33 N. Meridian OKC, OK 73107	1601 NW Expressway, ste 110 OKC, OK 73118	620 N. Robinson, Suite 200 OKC, OK 73102	913 N. Broadway OKC, OK 73102	1231 Sovereign Row OKC, OK 73108	14000 Quail Springs Pkwy, St.1100 OKC, OK 73134	650 Alameda Norman, OK 73071	
Telephone Number:	405-619-0999	405-619-0999	405-942-6674	405-942-6674	405-842-9808	405-231-5565	405-600-1345	405-946-9555 ext.240	405-749-7334	405-364-7700	
Fax Number:	405-619-0025	405-619-0025	405-942-6766	405-942-6766	405-840-6414	405-231-5566	405-232-4781	405-946-7788	405-749-7238	405-364-7701	

Rusty Sullivan moved, seconded by George Skinner, to approve the Resolution to have all contracts and/or agreements with the county or any agency thereof to be terminated and or closed on or before June 30<sup>th</sup> of each fiscal year to better maintain sound procedures for accounting and budgeting.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Maintenance Agreement between the Board of County Commissioners and Cleveland County and SYN-TECH SYSTEMS, INC beginning 4/19/2010 through 4/18/2011 to cover parts and support labor for all Fuelmaster components, both software and hardware.

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

George Skinner moved, seconded by Rusty Sullivan, to approve renewal of County Bid #HD-1371 – Lawn Care Services for the Cleveland County Health Department locations 224 S. Chestnut, Moore and 250 12<sup>th</sup> Avenue, N.E. Norman, Oklahoma. All terms and conditions will remain the same. The renewal period will be from May 12, 2010 through May 11, 2011. The vote was: Rusty Sullivan; George Skinner, yes; Rod Cleveland, yes. Motion Carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to table the renewal of County Bid #SHE-1412 – Non-Encumbered Contract for the purchase of Laptop Computers and Accessories for another year. All terms and conditions will remain the same. The renewal period will be from May 11, 2010 through May 10, 2011.

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Lease Agreement between the Board of County Commissioners and Cleveland County Facilities Authority for 2126 square feet of space leased at the Alan J. Couch Juvenile Center, 1650 W. Tecumseh Road, Norman, Oklahoma for Courts and Common Area in the amount of \$404.30 per month from July 1, 2010 through June 30, 2011.

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

Rod Cleveland moved, seconded by George Skinner, to approve the Lease Purchase Agreement between the Board of County Commissioners of Cleveland County District #1 and Warren Power & Machinery Inc. for the following equipment.

- a. Caterpillar 140H S/N CCA01424 \$1,527.85 per month
- b. Caterpillar 140H S/N CCA01432 \$1,527.85 per month

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

Rusty Sullivan moved, seconded by George Skinner, to approve the Stop Violence Against Women Act Grant 2010-2011 Application. Application for grant is to fund Court Service Officer position to supervise offenders convicted of domestic violence. This position allows for probation term instead of incarceration in the County Jail. A grant application has been previously approved in 2004-2009. The County is not required to provide matching funds.

The vote was: George Skinner; 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 Norman Public Schools to provide instructional services for children enrolled in the Early Foundations Program for the Norman Public Schools. Cleveland County Health Department (CCHD) will bill Norman Public Schools (NPS) at a rate of \$10.00 per hour for services of one (1) instructional assistant. CCHD will bill NPS at a rate of \$0.50 per mile for travel related to training for one instructional assistant. Travel cost shall not exceed those authorized by the State Travel Reimbursement Act. The contract will not exceed \$10,600.00 for the year beginning July 1, 2010 and terminating on June 30, 2011.

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

George Skinner moved, seconded by Rusty Sullivan, to approve the Contract between the Cleveland County Health Department and Britney Novotny to provide breastfeeding support services to Women Infants and Children (WIC) clients who are pregnant or breastfeeding. The contract will not exceed \$3,000.00 for the year beginning May 1, 2010 to June 30, 2010. The Health Department will pay \$13.00 per hour and mileage at \$0.50 per mile. The vote was: Rusty Sullivan; 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 Megan Garrison to provide breastfeeding support services to Women Infants and Children (WIC) clients who are pregnant or breastfeeding. The contract will not exceed \$3,000.00 for the year beginning May 1, 2010 to June 30, 2010. The Health Department will pay \$13.00 per hour and mileage at \$0.50 per mile. The vote was: George Skinner; Rod Cleveland, yes; Rusty Sullivan, yes. Motion Carried.

Rusty Sullivan moved, seconded by George Skinner, to approve the following Resolutions Disposing of Equipment:

a. #D332-18A Loader

b. #D611-39 Computer

(The above items are from District #3 and were junked or sold.)

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

Rod Cleveland moved, seconded by George Skinner, to approve Emergency Purchase Order 2010-3722, T2A, Warren Cat, \$3,590.40, 140-H Grader Edges during ice storm for Cleveland County District #1, per O.S. Title 19 Section 1505.I.

The vote was: Rusty Sullivan; 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

Э.	Highway Fund		
	10-4910 - T2A	Yaffe Iron Metal Company	750.00
	10-4927 - T2A	Hydradyne Hydraulics	2,700.00
	10-4930 - T2A	Southwest Trailers & Equipment	500.00
	10-4931 – T2A	Grissoms LLC	500.00
	10-4932 - T2A	Petroleum Marketers Equipment	750.00
	10-4933 – T2A	UniFirst	1,000.00

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:

10-0819 - SM2	10-2026-T2A
	10-2152-T2A
10-4022 - MD2	10-2988 - T2A
	10-3106 - T2A
	10-3384 - T2A
	10-3834 - T2A
	10-3969 - T2A
	10-4250 - 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	<u>9/10</u>	
a.	General Fund	\$32,731.76
b.	Highway Fund	69,871.80
c.	Health Fund	5,454.37
d.	Sheriff Service Fee Fund	8,460.22
e.	Sheriff Commissary Fund	1,602.36
f.	Sheriff Jail Fund	3,928.74
g.	Sheriff Revolving Fund	5,592.36
h.	Treasurer Certification Fee Fund	260.00
i.	Treasurer Sales Tax Fund	495,620.56
j.	Fair Board Fund	871.45

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.

(Clerk's Note: the agenda was posted on 4-30-10 @ 7:53 a.m.)