

## MINUTES

August 16, 2010

The regularly scheduled meeting of the Board of County Commissioners was called to order this 16th day of August 2010, in meeting room 200 of the Cleveland County Office Building by Chairman Rusty Sullivan. Tammy Howard, Clerk/Secretary, called roll and those present were:

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

Others present were: David Batton, Christine Brannon, Melinda Duke, Brenda Wakeman, David Tinsley, Denise Ellison, Peggy Laizure, James Tyree, Deborah VanWye, Paula Roberts, Anette Pretty, Harlen Fipps and Susan Moffat.

George Skinner moved, seconded by Rod Cleveland, to approve the minutes of the Regular Meeting of August 09, 2010.

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

Upon the request of Brenda Wakeman, Assistant Purchasing Agent, Rusty Sullivan moved, seconded by George Skinner, to award the bid to the only bidder MAH Moving & Storage LLC for County Bid #EB-1475 – One-Year (1) Non-Encumbered Contract for Voting Equipment Carrier Service for Ballot Boxes, Voting Devices, Voting Booths and needed additional equipment for the Election Board. The bid term will be from August 16, 2010 through June 30, 2011, with the option to renew up to two (2) years.

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

The bidder, with properly executed non-collusion affidavit is listed on the following page:

<b>CLEVELAND COUNTY BID SUMMARY</b>		
<b>List of Individual Bidders</b>		
	<b>MAH Moving &amp; Storage LLC</b>	
BID: <b>#EB-1475</b>		
DEPT: Election Board		
DATE OPENED: 8-16-10		
	1	
<b>List of Individual Items</b>		<b>Awarded To: MAH Moving &amp; Storage LLC 8/16/2010</b>
Non-Encumbered Contract for Voting Device Carrier Service for Ballot Boxes, Voting Booths and Poll Booths for the Cleveland County Election Board		
The bid term will be from August 16, 2010 through June 30, 2011, with the option to renew up to two (2) consecutive years.		
<b>ELECTRONIC EQUIPMENT</b>		
<b>CARRIER SERVICE PER HOUR:</b>	\$75.00	
Bid Meet Specs: Yes or No	YES	
Hauling Experience:	Cleveland County Election till June '09	
Contact Information:		
Contact Person:	Belinda Thurston	
Telephone #:	(405) 872-1220	
Fax #:	(405) 872-1221	
NON-COLLUSION AFFIDAVIT: PA-102(1982)	YES	

Upon the request of Melinda Duke, Purchasing Agent, Rusty Sullivan moved, seconded by Rod Cleveland, to award the bid to OPES Inc. in the amount of \$17,550.00 for County Bid #HD-1473 – The removal of existing front entrance doors and installation of automatic sliding glass doors for the Cleveland County Health Department located at 250 N.E. 12<sup>th</sup> Avenue, Norman, Oklahoma. It was not awarded to the low bidder because they did not meet the bid requirement standard for a mandatory pre-bid meeting.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Lease Purchase Agreement for Equipment between Board of County Commissioners of Cleveland County District #2 and Warren Power & Machinery Inc. The lease period is for FY 10/11 with the option to renew four (4) successive fiscal years plus one (1) month. The lease amount of \$1,630.59 per unit per month is for the following equipment

- a. One (1) - Caterpillar 140M S/N B9D02467
- b. One (1) - Caterpillar 140M S/N B9D02470
- c. One (1) - Caterpillar 140M S/N B9D02475

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

Rod Cleveland moved, seconded by George Skinner, to approve the Invoice from Pottawatomie County Public Safety Center for housing inmates for the month of July, 2010 in the amount of \$13,984.00.

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 to ratify and/or authorize the Cleveland County Facilities Authority to contract with Communityworks LLC to provide juvenile detention services for Cleveland County for FY 10/11.

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

Rod Cleveland moved, seconded by George Skinner, to approve the FY2011 Contract Renewal and Modification Regional Secure Detention between the Board of Cleveland County Commissioners and State of Oklahoma Office of Juvenile Affairs for the operation, maintenance and repair of detention facility located at 1650 W. Tecumseh Rd. #100, Norman, OK 73069 for 26 secure detention beds at \$109.45 per bed per day, less budget reduction.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Notice Appointment of Requesting Officer(s) Rod Cleveland, George Skinner and Rusty Sullivan for account CFCBRIF, County Bridge & Road Improvement Fund for the remainder of FY 10/11.

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

Rod Cleveland moved, seconded by George Skinner, to approve the Notice Appointment of Receiving Officer(s) Denise Ellison and Christi Morren for account CFCBRIF, County Bridge & Road Improvement Fund for the remainder of FY 10/11.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Planned Maintenance Agreement between the Cleveland County Health Department and Clifford Power Systems, Inc. to perform maintenance on a 300 KW Kohler Generator located at 250 12<sup>th</sup> Ave. NE, Norman, Oklahoma. Maintenance includes two (2) planned maintenance inspections per year at six-month intervals for an annual cost of \$931.00 and perform a two-hour Load Bank Test at time of planned maintenance visit for an annual cost of \$768.00. CPS to perform a Diesel Fuel Top Off Service not to exceed \$600.00. The term of the agreement shall be for one (1) year.

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

Rod Cleveland moved, seconded by George Skinner, to approve the Cooperative Extension Services Agreement between the Board of County Commissioners of Cleveland County and Oklahoma State University acting for and on behalf of its Cooperative Extension Service and the United States Department of Agriculture for the fiscal year 2010/2011 in the amount of \$376,000.00.

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

George Skinner moved, seconded by Rod Cleveland, to approve the July, 2010 monthly reports of Rhonda Hall, Court Clerk.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the following Resolution(s)

Disposing of Equipment:

- a. #H102-52 Chair black leather top/cloth seat/wood arms
- b. #H102-53 Chair black leather top/cloth seat/wood arms
- c. #H104-89 Filing cabinet
- d. #H104-92 Filing cabinet
- e. #H104-93 Filing cabinet
- f. #H110-19 Wood grain computer table
- g. #H201-17 Typewriter Wheelwriter
- h. #H213-10 HP 9130 AIO Printer
- i. #H213-11 HP Officejet 7410 AIO Printer
- j. #H213-17 HP Officejet d155xi
- k. #H218-83 Computer Dell Latitude d800
- l. #H218-86 Computer Tower Optiplex gx260
- m. #H218-88 Computer Tower Optiplex gx260
- n. #H218-89 Computer Tower Optiplex gx260
- o. #H218-90 Computer Tower Optiplex gx260
- p. #H218-91 Computer Tower Optiplex gx260
- q. #H218-92 Computer Tower Optiplex gx260
- r. #H218-93 Computer Tower Optiplex gx260
- s. #H218-94 Computer Tower Optiplex gx260
- t. #H218-95 Computer Tower Optiplex gx260
- u. #H218-96 Computer Tower Optiplex gx260
- v. #H218-97 Computer Tower Optiplex gx260
- w. #H218-98 Computer Tower Optiplex gx260
- x. #H218-99 Computer Tower Optiplex gx260
- y. #H218-100 Computer Tower Optiplex gx260
- z. #H218-101 Computer Tower Optiplex gx260
- aa. #H218-102 Computer Tower Optiplex gx260
- bb. #H218-105 Computer Tower Optiplex gx280
- cc. #H218-106 Computer Tower Optiplex gx280
- dd. #H218-107 Computer Tower Optiplex gx280
- ee. #H218-108 Computer Tower Optiplex gx280
- ff. #H218-116 Computer Dell Tower Precision 420
- gg. #H218-120 Precision 530 Computer Tower
- hh. #H218-121 Precision 420 Computer Tower
- ii. #H218-145 Optiplex gx620 Computer Tower
- jj. #H218-147 Optiplex gx620 Computer Tower
- kk. #H218-192 Computer HP Compaq dc700
- ll. #H221-1 Old postal scale
- mm. #H221-01 Old postal scale

(The above items are from the Assessor's Office and are surplus.)

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 for Disposing of Equipment declaring inventory #B331-0021, 1974 GMC Van, VIN# TPL354V500753 as surplus from the Sheriff's Office.

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

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

10-0089 – T2A	11-0178 – B2A
10-0098 – T2A	
10-1668 – T2A	11-0006 – T2A
10-2355 – T2A	
10-2356 – T2A	
10-2393 – T2A	
10-4366 – T2A	
10-0299 – MD2	
10-0308 – MD2	

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

George Skinner moved, seconded by Rod Cleveland, to approve the following Blanket Purchase Orders submitted from the following Departments:

- a. Sheriff's Department:

11-1280 – B2A	Locke Supply Company	\$ 500.00
11-1283 – B2A	W.W. Grainger, Inc.	\$ 500.00
11-1287 – B2A	Harden Enterprises, LLC	\$ 500.00
- b. District #1 Warehouse:

11-1284 – T2A	G.W. VanKeppel Company	\$ 3,400.00
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- c. District #2 Warehouse:

11-1297 – T2A	Cummins Southern Plains Inc.	\$ 1,500.00
11-1312 – T2A	Horizon Hydraulics, Inc.	\$ 750.00
- d. District #3 Warehouse:

11-1289 – T2A	O'Reilly Automotive	\$ 1,000.00
11-1325 – T2A	Mid-West Hose & Specialty	\$ 1,000.00

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

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

<u>FY 10/11</u>	
a. General Fund	\$ 84,389.06
b. Highway Fund	51,243.28
c. Health Fund	8,972.61
d. Sheriff Commissary Fund	952.19
e. Sheriff Jail Fund	2,620.44

f. Sheriff Revolving Fund	6,271.22
g. Fair Board Fund	1,257.61

FY 09/10

a. General Fund	\$ 45,501.44
b. Highway Fund	56,212.77
c. Health Fund	188.50
d. Sheriff Service Fee Fund	1,520.00

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. Rod Cleveland 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 8-13-2010 @ 8:51 a.m.)