

## MINUTES

September 27, 2010

The regularly scheduled meeting of the Board of County Commissioners was called to order this 27th day of September 2010, in meeting room 200 of the Cleveland County Office Building by Chairman Rusty Sullivan. Tammy Howard, County 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, Assistant District Attorney, Christine Brannon, Melinda Duke, Denise Ellison, Brenda Wakeman, Peggy Laizure, Debbie VanWye, Sheri Autry, Mona Nelson and James Tyree.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the minutes of the Regular Meeting of September 20, 2010.

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

Motion Carried.

Upon the request of Melinda Duke, Purchasing Agent, Rusty Sullivan moved, seconded by George Skinner, to accept the bids and to table the awarding and/or rejecting of County Bid #HD-1479 – Janitorial Service Contract for the Cleveland County Health Departments located at 250 12th Avenue, N.E., Norman, OK and 424 S. Eastern, Moore, OK. The bid term will be from the award date through and including 12-months with the option to renew up to 2-years on an annual basis.

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 as follows:

<b>CLEVELAND COUNTY BID SUMMARY</b>						
<b>List of Individual Bidders</b>						
	<b>Caring Homemaker L.L.C.</b>	<b>Facility Care, Inc.</b>	<b>The Professionals</b>	<b>Spic &amp; Span Commerical Cleaning LLC</b>	<b>Jani-King of Oklahoma</b>	
BID: #HD-1479						
DEPT: Health Department						
DATE OPENED: 9-27-10						
	1	2	3	4	5	
<b>List of Individual Items</b>						
Janitorial Service Contract for the Cleveland County Health Dept. located at 250 12th Avenue, N.E. Norman, OK and 424 S. Eastern, Moore, OK						<b>Awarded To:</b> Tabled on 9-27-10
<b>NORMAN LOCATION:</b>						
<b>Was on-site inspection made?</b>	Yes	Yes	Yes	Yes	Yes	
<b>Monthly Total:</b>	\$6,153.33	\$2,330.00	\$2,595.00	\$2,300.00	\$2,885.00	
<b>Convenience Labor per Hour:</b>	\$26.63	\$15.00	\$15.00	\$15.00	\$12.50	
<b>Carpet Cleaning per Sq. Ft.:</b>	\$0.13	\$0.10	\$0.07	\$0.10	\$0.08	
<b>MOORE LOCATION:</b>						
<b>Was on-site inspection made?</b>	Yes	Yes	Yes	Yes	Yes	
<b>Monthly Total:</b>	\$4,153.50	\$1,575.00	\$1,700.00	\$1,552.50	\$1,971.00	
<b>Convenience Labor per Hour:</b>	\$26.63	\$15.00	\$15.00	\$15.00	\$12.50	
<b>Carpet Cleaning per Sq. Ft.:</b>	\$0.13	\$0.10	\$0.07	\$0.10	\$0.08	
Exceptions:				Strip +Wax Anually \$0.13 S.F	Outside Powerwashing can be performed at hourly rate.	
Contact Person:	Margaret McCarrell	James Osborne	Ernest Williamson	Annette Sigle	Jill Hill	
Title:						
Address:	716 Oliver Street Norman, OK 73071	1501 SE 66, Ste E OKC, OK 73149	PO Box 82 Mustang, OK 73064	36 W. Memorial Rd. St. D-5 OKC, OK 73114	3535 NW 58th, St. #200 OKC, OK 73112	
Telephone Number:	405-639-8927	405-672-3500	405-501-7922	405-751-5527	405-943-5464	
Fax Number:	405-701-8989	405-672-3533		405-751-5580	405-943-1828	
NON-COLLUSION AFFIDAVIT: PA-102(1982)	YES	YES	YES	YES	YES	

Upon the request of Brenda Wakeman, Assistant Purchasing Agent, Rusty Sullivan moved, seconded by George Skinner, to award to the lower bidders, where the low bidder is not awarded there is an explanation for County Bid #HWY-1478 – Four-Months (4) Non-Encumbered Contract to provide Materials and Installation of Asphaltic Concrete Base and Surface Coarse (Hot Mix / Hot Laid Asphalt). The bid term will be from October 10, 2010 through February 9, 2011.

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

Rusty Sullivan moved, seconded by George Skinner, to approve an Agreement of Funding and payment between the Cleveland County Board of County Commissioners and Oklahoma Department of Transportation, outlining the County’s responsibility and the State’s responsibility on the Etowah Rd. Project.

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

Upon the request of David Batton, Assistant District Attorney, George Skinner moved, seconded by Rod Cleveland, to table the Discussion, Consideration, and/or Action regarding the approval of an Application for Permit to allow the installation of a 4-inch poly gas pipeline and a 6-inch poly disposal pipeline in the county right of way and/or the costs and conditions that should be required if approved on the county right of way on the South side of Robinson Road described as follows:

Easement from a point beginning at the East Line of the NW/4 of Section 25-T9N-R1E in said easement thence East approximately 2,240’ to a point approximately 400’ West of the East Line of said Section 25-T9N-R1E.

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

Rod Cleveland moved, seconded by George Skinner, to approve the Copier Maintenance Agreement between the County Clerk’s Office and Sooner Copy Machines, Inc. The Contract will be for a Sharp MX2600N, Serial #05063997 for the monthly cost of \$.013 per B&W copy and \$.062 per color copy. The Contract will be in effect from September 27, 2010 through June 30, 2011.

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

George Skinner moved, seconded by Rod Cleveland, to approve the following Resolutions Disposing of Equipment for the following inventory items for the following Offices:

- a. County Clerk’s Office:
  - #F213-25 – Lexmark Printer T644 Junked
- b. Sheriff’s Office:
  - #B645-0007 – GPS Navigation System Portable Handheld Junked
  - #B645-0008 – GPS Navigation System Portable Handheld Junked

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 Cash Fund Appropriations:

a. Sheriff’s Service Fee Fund	\$ 55,513.53
b. Sheriff’s Revolving Fund	59,958.00
c. Sheriff’s Federal Share Revenue Fund	13.33
d. Sheriff’s Commissary Fund	3,326.94
e. Sheriff’s Courthouse Security Service Fee Fund	7,531.54
f. Sheriff’s Jail Fee Fund	14,133.01
g. Sheriff’s First Choice Recovery Fund	200.00
h. Treasurer’s Certification Fee Fund	5,325.00
i. County Clerk’s Lien Fee Fund	2,819.54
j. County Clerk’s Preservation Fee Fund	24,649.00
k. Court Clerk’s Revolving Fund	12,091.38
l. Fair Board Fund	10,248.40
m. Bridge Capital Improvement	78.34
n. Highway Unrestricted	535,150.61
o. Commissioner’s Building Fund	46.03
p. D.A. Incarceration Costs Fund	497.81

q. Assessor’s Revolving Fund	684.64
r. Sales Tax Fund	588,185.91
s. S.T.O.P. Violence Against Women Grant	7,620.00
t. Co Bridge & Road Improvement Fund	41,577.28

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

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

10-4188 – T2A	11-0013 – T2A
10-4335 – T2A	11-0086 – T2A
10-4492 – T2A	11-0104 – T2A
	11-0121 – T2A
11-0140 – B2A	11-0124 – T2A
11-0161 – B2A	11-0331 – T2A
11-0169 – B2A	11-0349 – T2A
11-0182 – B2A	11-0365 – T2A
11-0507 – B2A	11-1041 – T2A
11-0830 – SM2	

The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, 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:**
  - 11-1847 – B2A Waste Disposal Services, Inc. \$ 300.00
  - 11-1848 – B2A Okla. Dept. of Public Safety \$ 1,050.00
  - 11-1889 – B2A EF Johnson Tech. Inc. \$ 500.00
  - 11-1914 – B2A Reynolds Ford, Inc. \$ 1,500.00
  - 11-1915 – B2A O’Reilly Automotive \$ 500.00
  - 11-1916 – B2A CDW Government Inc. \$ 1,000.00
- b. **Information Technology:**
  - 11-1868 – K2 Thomson West \$12,534.00
- c. **Health Department:**
  - 11-1904 – MD2 Copelin’s Office Center \$10,000.00
- e. **District Attorney:**
  - 11-1888 – CFDCRE(A) 2 Innovative Court Solutions Inc. \$ 3,000.00
- f. **District #2 Warehouse:**
  - 11-1872 – T2A Automotive Maintenance Products \$ 750.00
  - 11-1908 – T2A United Engines \$ 1,000.00
- h. **District #3 Warehouse:**
  - 11-1892 – T2A O’Reilly Automotive \$ 2,500.00
  - 11-1893 – T2A Perfection Equipment Co. Inc. \$ 750.00
  - 11-1894 – T2A Dub Ross Company \$ 500.00

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

FY 10/11

a.	General Fund	\$ 660,168.08
b.	Highway Fund	179,495.09
c.	Health Fund	8,508.29
d.	Sheriff Service Fee Fund	125.28
e.	Sheriff Commissary Fund	780.10
f.	Sheriff Jail Fund	2,801.00
g.	Sheriff Revolving Fund	3,798.60
h.	Treasurer Certification Fee Fund	320.00
i.	Drug Court Revolving Adult Fund	2,479.00
j.	Local Emergency Planning Fund	400.00

FY 09/10

a.	General Fund	\$ 303,819.08
b.	Highway Fund	144.75

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

Rod Cleveland moved to approve to support a Resolution regarding a community movement, which desires the hosting of OU vs. Texas Football game in Norman, Oklahoma.

Motion died from a lack of a second. No vote was taken.

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

Motion Carried.

(Clerk’s Note: the agenda was posted on 9-24-2010 @ 8:47 a.m.)