

**BOARD OF COUNTY COMMISSIONER'S
MINUTES**

May 31, 2011

The regularly scheduled meeting of the Board of County Commissioners was called to order this 31st day of May, 2011, 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, Denise Ellison, Melinda Duke, Brenda Wakeman, Deborah VanWye, David Tinsley, Jim Williams, Sarita Scott, Dan Cary, Tracy Spurgeon, Bobby Cleveland, Rob Standridge, Cheryl Lisle, Roger Gallagher, David Clark, Ed Crocker, Don Holyfield and Dave Spaulding.

Rusty Sullivan moved, seconded by George Skinner, to approve the minutes of the Regular Meeting of May 23, 2011.

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

Motion Carried.

Upon the request of Melinda Duke, Purchasing Agent, Rusty Sullivan moved, seconded by George Skinner, due to so many line items to accept the bids and to table the awarding and/or rejecting of County Bid #BE-1506 – One-Year (1) Non-Encumbered Contract for Building Maintenance Supplies for Cleveland County. The bid term will be from July 1, 2011 through June 30, 2012.

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:

CLEVELAND COUNTY BID SUMMARY

List of Individual Bidders											Page 1
	Harvey Janitorial Sales	Chemsearch, A div. of NCH Corp.	Mantek, Div. of NCH Corp.	Empire Paper Co.	Quill Corp	Bill Warren Office Products	J.D. Thompson & Associates	Massco	Treats Solutions Inc.	Staples Advantage	
BID: #BB-1506	1	2	3	4	5	6	7	8	9	10	
DEPT: Bldg. Maint.											Awarded:
DATE OPENED: 5-31-11											Tabled on 5-31-11
List of Individual Items											
One-Year (1) Non-Encumbered											
Contract for Building											
Maintenance Supplies.											
The bid term will be from July											
1, 2011 through June 30, 2012.											
DELIVERY:	1-3 days	5-7 days	5-7 days	7 days	1-2 business days stock items ARO	-----	-----	5 days	3 days	1-3 days	
COMMENTS/EXCEPTIONS:									Vendor will be allowed to pass through supplier increases (if applicable). All increases will be supported with documentation from supplier.	Additional terms and conditions must be mutually agreed upon by both Staples and Cleveland County.	
CONTACT PERSON:	Vickie Kennedy	Seb Hall	Seb Hall	Reehella Morath	Kayntra Myrmonad	Jeff Warren	Lewis Hoffman	Ken Jengeling	Jess Macey	Heatheron Mahanus	
TITLE:	Office Manager	Bid Manager	Bid Manager	Bids	Education Team Mgr	-----	Sales Rep	Sales Consultant	Sales Rep.	Account Mgr	
ADDRESS	1350 W. Main St. OKC, OK 73105	PO Box 102170 Irving, TX 75018	PO Box 660196 Dallas, TX 75266	2708 Central Frey St. Widener Field, TX 75301	100 Rebelier Road Litchfield, IL 60049	1233 Sovereign Row OKC, OK 73108	300 S. Vermont Ave. OKC, OK 73108	4118 Will Rose Flwy OKC, OK 73108	PO Box 271810 OKC, OK 73187	5100 Brookline Ave. OKC, OK 73112	
TELEPHONE NUMBER:	405-235-8438	972-438-0511	972-438-0361	800-289-9526	800-634-4809	405-947-6670	405-947-8767	405-410-4144	405-808-8819	405-943-6317	
FAX NUMBER:	405-235-0754	972-438-0534	972-438-0634	940-706-3867	800-789-2016	409-943-0669	408-947-8768	408-942-3318	405-787-8221	405-943-6375	
NON-COLLUSION AFFIDAVIT:	YES	YES	YES	YES	YES	YES	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 low bidders Blaco Construction, LLC and Silver Star Construction, for County Bid #HWY-1505 – Four-Months (4) Non-Encumbered Contract to provide Material and Installation of Asphaltic Concrete Base and Surface Coarse (Hot Mix/Hot Laid Asphalt). The bid term will be from June 10, 2011 through October 9, 2011. The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes. Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to strike from the agenda the discussion, consideration and/or action on whether the conditions warrant the adoption of a Burn Ban Resolution as recommended by the Director of Safety and Emergency Management as per the Oklahoma Statute Title 2 Section 16-26.B. The vote was: Rod Cleveland, yes; Rusty Sullivan, yes, George Skinner, yes. Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to strike from the agenda the discussion, consideration and/or action regarding the amended application for permit to use County Right-of-Way of Orca Production Company, LLC for the installation of an 8-inch ploy disposal pipeline along the following described route: NE corner of Lot 1 Sec 1, T8N, R1E, on the West side of 192 Ave SE County Road Right of Way at the intersection with E. Lindsey Street; thence N and E across the 192nd Ave SE and E Lindsey Street intersection to the E side of the 192nd Ave SE County Road Right of Way; thence N approx. 1 mile paralleling 192nd Ave SE on the E side of the County Road Right-of Way to the intersection of 192nd Ave SE and Alameda Street; thence N and W across the Alameda Street and 192nd Avenue Intersection to the end point located in the County Road Right of Way on the W side of 192nd Ave SE, in the SE/4 of the SE/4, of the SE/4 of Section 26, T9N, R1E, Cleveland County, located in Cleveland County District #2.

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

Rod Cleveland moved, seconded by George Skinner, to approve the contract between the Cleveland County Election Board and Eureka Water Company for Bottle Water for the monthly amount of \$9.25 and for 5-Gallon Bottles at \$6.45 each. The term will be from May 18, 2011 through May 17, 2012.

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, no.
Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Juvenile Detention Services Contract between the Cleveland County Board of County Commissioners and Texas County Juvenile Detention from July 1, 2011 through June 30, 2012 for the amount of \$29.36 per day per child.

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

Rod Cleveland moved, seconded by George Skinner, to approve the Juvenile Detention Services Contract between the Cleveland County Board of County Commissioners and Sac and Fax Nation Juvenile Detention from July 1, 2011 through June 30, 2012 for the amount of \$21.11 per day per child.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Juvenile Detention Services Contract between the Cleveland County Board of County Commissioners and Canadian County Juvenile Detention from July 1, 2011 through June 30, 2012 for the amount of \$19.31 per day per child.

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

Rod Cleveland moved, seconded by George Skinner, 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. The Cleveland County Health Department will bill Norman Public Schools at a rate of \$10.00 per hour for services and a travel rate of \$0.51 per mile for travel related training for one instructional assistant. Travel costs shall not exceed those authorized by the State Travel Reimbursement Act. The contract will not exceed \$10,600.00 for the year beginning on July 1, 2011 and terminating on June 30, 2012.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Contract between the Cleveland County Health Department and Lacey Mehmood for services as a teaching assistant for the Early Foundations Replication Project from May 24, 2011 to June 30, 2011. The Cleveland County Health Department will pay \$10.00 per hour for teaching assistant services and \$0.51 per mile as per the State Travel Reimbursement Act not to exceed \$1004.00.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Renewal Agreement between the Cleveland County Treasurer and Neopost USA, Inc. for maintenance for a Digital Postal Meter, model IJ65BAI at a annual rate of \$600.00 to be billed quarterly. The term of the agreement shall be for one-year (1) with the option to renew one (1) consecutive year starting July 1, 2011 through June 30, 2012.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Renewal Agreement between the Cleveland County Treasurer and A.E. C. Solutions for maintenance for the Jantek Time Clock System for the annual amount of \$500.00. The term of the agreement shall be from July 1, 2011 through June 30, 2012.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Renewal Agreement between the Cleveland County Treasurer and Black Mesa Security for maintenance for the Insulated Fire Vault Door and a Knight TL-30 Safe, model #7334, for the annual amount of \$375.00. The term of the agreement shall be from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Renewal Agreement between the Cleveland County Treasurer and Central Business Machines & Systems for maintenance for twenty-three (23) Epson TM-H6000 III Validator Printers for the annual amount of \$1995.00. The term of the agreement shall be from July 1, 2011 through June 30, 2012.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Renewal Agreement between the Cleveland County Treasurer and Central Business Machines & Systems for maintenance for Cannon CR-180 Document Scanner for the annual amount of \$395.00. The term of the agreement shall be from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Renewal Copier Maintenance Agreement between the Cleveland County Treasurer and Sooner Copy Machines, Inc. for:

- a. Seven (7)-each Sharp AR-M455 with a per copy charge of \$0.0075 for black/white.
- b. Eight (8)-each Sharp AR-MX4501 with a per copy charge of \$0.0075 for black/white and \$.07 for color.
- c. One (1)-each Sharp AR-P450 with a per copy charge of \$0.0075 for black/white.
- d. One (1)-each Sharp AR-BC260 with a per copy charge of \$0.0095 for black/white and \$0.08 for color.
- e. One (1)-each Hewlett Packard 4250 with a per copy charge of \$0.05.
- f. One (1)-each Destroyit Shredder 4003 with a monthly service charge of \$16.95.

The term of the agreement shall be from July 1, 2011 through June 30, 2012.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Annual Maintenance Agreement and Schedule between the Cleveland County Treasurer and Manatron, Inc. for Core Tax Application Software. The term of the agreement shall be from July 1, 2011 through June 30, 2012, with service fees as follows:

- a. Dell PE2800 Server with Monitor - Support \$4,354.84
- b. Total Annual Software Support - \$124,638.25
- c. Total Annual Administration Services - \$13,562.01

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Maintenance Agreement between the Cleveland County Treasurer and General Mailing Equipment. The term of the agreement shall be from July 1, 2011 through June 30, 2012 for the following:

- a. Ovation Letter Opener, Model #3050 S/N #020062 @ \$320.00 per year
- b. Table Top Conveyor, Model #KBS-2, S/N #41406 @ \$110.00 per 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 Renewal Maintenance Agreement between Cleveland County Treasurer and Business Imaging Systems, Inc., for Software Maintenance on Kofax Ascent Capture 300K, A2IA Software, Application Xtender, Kofax Ascent Capture 25K, (2) MasterScan Desktop, MasterScan Media, SQL Server 2000 CAL, and (2) VRS Pro Scanners License and On-Site Support for Annual Software Assurance for a total of \$12,287.66. Hardware Maintenance on (2) DR-3080C Scanners, DR-5020, CR-180 Check Transport, Dell Server, SCSI Cards and Cables for a total of \$2,38.00. Total Annual Maintenance \$14,425.66. The term of the agreement shall be from July 1, 2011 through June 30, 2012.

(Clerk’s Note: Should read \$2,138.00)

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the amended application to FEMA for Hazard Mitigation Grant.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the payment of Invoice #3, #4, #5, #6, #7 & #10 from Collins, Zorn, and Wagner, P.C. totaling \$2,668.18 in the matter of Sherry Beaver, et al vs. Cleveland County, Case #2004-10118X.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Resolutions for Disposing of Equipment as follows:

Sheriff’s Office:

- a. #B331-0198 Suzuki Motorcycle – declared surplus & to be sold in auction.

Building Maintenance Department:

- a. SM430-003 John Deere Lawn Tractor – to be junked.

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

Motion Carried.

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the Resolution to display the National Motto in County Office’s.

Rusty Sullivan stated he has requested an opinion from the Attorney General’s Office regarding the placement of the National Motto.

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 Cash Fund Appropriation:

- a. DA Incarceration Cost Fund \$ 1,113.42
- b. First Choice Recovery \$ 1,000.00

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:

- | | |
|-----------------|---------------|
| 11-0205 – F2 | 11-0112 – T2A |
| 11-0221 – HR2 | 11-0321 – T2A |
| 11-2843 – F2 | 11-0327 – T2A |
| 11-3670 – F2 | 11-3650 – T2A |
| 11-3980 – F2 | 11-4024 – T2A |
| 11-4616 – F2 | 11-4033 – T2A |
| 11-4856 – SM2 | 11-4105 – T2A |
| 11-5192 – SM2 | 11-4476 – T2A |
| | 11-4574 – T2A |
| 11-3768 – CFBJ2 | |
| | 11-0491 – FF2 |
| | 11-1385 – FF2 |
| | 11-2577 – FF2 |

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

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

- a. **District #1 Warehouse:**
11-5469 – T2A Bruckner’s Truck Sales, Inc. \$5,744.37
- b. **District #3 Warehouse:**
11-5476 – T2A Vulcan Signs \$ 500.00
11-5482 – T2A Clark Oil Distributors, Inc. \$ 500.00
- c. **County Clerk:**
11-5449 – F2 Copelin’s Office Supply \$1,500.00
- d. **County Commissioner’s Office:**
11-5448 – D2 Copelin’s Office Supply \$ 500.00

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

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

<u>FY 10/11</u>	
a. General Fund	\$ 122,445.46
b. Highway Fund	153,959.43
c. Health Fund	181,178.03
d. Sheriff Courthouse Security Fund	307.42
e. Sheriff Jail Fund	11,717.31
f. Sheriff Property Forfeiture Fund	103.50
g. SCA2010 Grant Fund	291.73
h. Treasurer’s Sales Tax Fund	592,076.36
i. Drug Court Revolving Adult Fund	1,082.11
j. County Clerk Preservation Fund	5,971.00
k. Assessor Revolving Fund	6,658.86
l. Fair Board Fund	2,383.95

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

There was no New Business to come before the Board.
(As per 2001 O.S. 25 § 311.A.9 – “New Business”, as used herein, shall mean any matter not known about or which could not have been reasonably foreseen prior to the time of posting.)

Chairman Sullivan called for Miscellaneous Discussion.
Bobby Cleveland stated there was no need to go get an opinion from the AG Office regarding the National Motto. Mr. Cleveland went on to say this is not a City, County, or State issue, it is a Federal/National Motto. Mr. Cleveland also stated if you have money in your pocket then you are carrying the National Motto on you.

David Batton, Assistant District Attorney, stated the opinion was for only clarification purposes on the correct placement of the Motto.

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 05-27-2011 at 8:33 a.m.)