

**BOARD OF COUNTY COMMISSIONER'S
MINUTES**

June 6, 2011

The regularly scheduled meeting of the Board of County Commissioners was called to order this 6th day of June, 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, David Tinsley, Jim Williams and Susan Moffat.

Rusty Sullivan moved, seconded by George Skinner, to approve the minutes of the Regular Meeting of May 31, 2011.

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

Upon the request of Brenda Wakeman, Assistant Purchasing Agent, Rusty Sullivan moved, seconded by George Skinner, to accept the bids and to table the awarding and/or rejecting of County Bid #CC-1507 – Transfer of Imaging Computer Documents to microfilm for the County Clerk. The bid term will be a one (1) year non-encumbered contract from July 1, 2011 through June 30, 2012 with the option to renew up to two (2) consecutive years.

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:

CLEVELAND COUNTY BID SUMMARY

List of Individual Bidders			
	ACS Government Records Services Inc.	Get Imaging	
BID: #CC-1507			
DEPT: County Clerk			Awarded To:
DATE OPENED: 6-06-11	1	2	Tabled 6-6-11
List of Individual Items			
Transfer of Imaging Computer Documents to microfilm for the County Clerk.			
The bid term will be a one-year (1) non-encumbered contract from July 1, 2011 through June 30, 2012 with the option to renew up to two (2) consecutive years.			
BID PRICING:			
Price per roll to create original silver 16 mm microfilm:			
PRICE PER ROLL:	\$96.00	\$176.00	
LENGTH:	100 ft	215'	
PRICE PER ROLL:	\$192.00	_____	
LENGTH:	215 ft	_____	
Price per roll to process duplicate silver copies of processed 16mm microfilm:			
PRICE PER ROLL:	\$22.00	\$25.00	
LENGTH:	100 ft	215'	
PRICE PER ROLL:	\$28.00	_____	
LENGTH:	215 ft	_____	
Exceptions:	ACS has reviewed th contractual terms and conditions set forth in the ITB. Should ACS be fortunate enough to be awarded the contract for this procurement, request opportunity to obtain further clarifications on certain provisions. They are confident that, through good faith negotiations, the parties can reach a mutually-beneficial agreement. A performance bond, if required will be issued on an annually renewable performance and/or payment bond form.	GET Imaging meets all specifications	
Contact Information:			
Name:	Randy Hall	Scott Britten	
Title:	Vice President	VP Sales	
Telephone:	800-782-5652	405-415-8400 x3150	
Fax:	214-902-5058	405-641-1802 405-415-8404	
NON-COLLISION AFFIDAVIT:	YES	YES	

Rusty Sullivan moved, seconded by George Skinner, 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.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Renewal Contract for Services between the Cleveland County Treasurer and Diane Defilippo, Attorney, to provide Professional Services on an “as needed” basis at the rate of \$100.00 per Title Search Report and at the rate of \$7.00 per Title Verification. The term of the agreement term 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 Copier Maintenance Agreement between the Cleveland County Treasurer and Konica Minolta for five (5) Bizhub Printers, Model #C360 and two (2) Bizhub Printers, Model #C452, for the copy charge of \$0.0071 for black & white and \$0.049 for color. 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 Maintenance Agreement between the Cleveland County Treasurer and J.R.W., Inc. dba Financial Equipment Company for the following:

- a. Ten (10) Glory Currency Counters, Model #GFR-S80 @ \$345.00 each
- b. Six (6) Citizen Printers, Model #3550 @ \$64.00 each
- c. Four (4) Glory Teller Counts Software @ \$87.00 each

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.

Rod Cleveland moved, seconded by George Skinner, to approve the Renewal Maintenance Agreement between the Cleveland County Assessor and Environmental Systems Research Institute (ESRI) for Computer Maintenance in the amount of \$11,100.00 per year. 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 Contract between the Cleveland County Assessor and Visual Lease Services for Annual Support in the amount of \$24,000.00. The contract 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 Maintenance Agreement between the Cleveland County Clerk and ARC for one (1) OCE PlotWave 300 at the rate of \$119.00 per month and \$0.07 per sq. ft. after the allowable 1,000 sq. ft. 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.

Rod Cleveland moved, seconded by George Skinner, to table the Agreement between the Cleveland County Sheriff and M. Rock Richardson, LPC, PC, to provide services for the Jail Diversion Program and Re-Entry Program. The term of the agreement shall be from July 1, 2011 through June 30, 2012 in the amount of \$5,000.00 per month.

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

Rod Cleveland moved, seconded by George Skinner, to approve the Agreement between the Cleveland County Sheriff and Cheri Alexander, to provide services outlined in the Community Support Specialist agreement through the 2nd Chance Act grant. The term of the agreement shall be from June 1, 2011 through September 30, 2011 for the monthly amount of \$3,151.66.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Agreement between the Cleveland County Sheriff and Jennifer Walker, to provide services outlined in the Pre-Release Assessment Assistant agreement through the 2nd Chance Act grant. The term of the agreement shall be from June 1, 2011 through August 31, 2011 for the monthly amount of \$2,500.00.

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

George Skinner moved, seconded by Rod Cleveland, to approve the Agreement between the Cleveland County Board of County Commissioners and Muskogee Youth Services for the purpose of detaining juveniles. The term of the agreement shall be from July 1, 2011 through June 30, 2012 at the rate of \$23.27 a day per child.

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 to execute the Agreement establishing the program between the Board of County Commissioners and the Association of County Commissioners of Oklahoma Self-Insurance Fund (Workers’ Compensation Program) for the yearly amount of \$273,278.00. Policy coverage will 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 request for approval of Allocation of Alcoholic Beverage Tax in the amount of \$40,146.84.

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

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

Sheriff’s Office:

- a. #B331-0163 2007 Ford Crown Victoria – is being declared surplus

District #2 Warehouse:

- a. #D220-05 GE 25” Color TV – is being junked

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

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

11-0206 – F2	11-2677 – MD2
11-0272 – SL2	11-3031 – MD2
11-0373 – SL2	
11-1831 – B2A	11-0063 – T2A
11-1916 – B2A	11-3694 – T2A
11-2710 – B2A	11-4118 – T2A
11-4108 – B2A	11-4477 – T2A

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. **District #1 Warehouse:**
 - 11-5517 – T2A Moyers Factory Warehouse \$ 500.00
- b. **District #3 Warehouse:**
 - 11-5569 – T2A P & K Equipment \$ 2,500.00
- c. **Building Maintenance:**
 - 11-5587 – SM2 Masterson Heat & Air, LLC \$5,000.00
- d. **Health Department:**
 - 11-5549 – MD2 W.W. Grainger, Inc. \$ 300.00
- e. **Sheriff’s Department:**
 - 11-5602 – CFBRE2 UniFirst \$ 25.00
 - 11-5607 – CFB2 Don’s Mobil Lock Shop, Inc. \$ 300.00

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:

FY 10/11

a. General Fund	\$604,535.34
b. Highway Fund	122,857.68
c. Health Fund	8,765.56
d. Sheriff Jail Fund	355.20
e. Sheriff Property Forfeiture Fund	329.18
f. Sheriff Revolving Fund	8,901.56
g. County Detention Transition Fund	11,891.60
h. County Clerk Preservation Fund	7,362.36
i. Fair Board Fund	2,929.61

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.)

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 06-03-2011 at 8:55 a.m.)