

# BOARD OF COUNTY COMMISSIONER'S MINUTES

June 13, 2011

The regularly scheduled meeting of the Board of County Commissioners was called to order this 13th 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, Peggy Laizure, Joe Lester and Mark Hamm.

George Skinner moved, seconded by Rod Cleveland, to approve the minutes of the Regular Meeting of June 6, 2011.

The vote was: Rusty Sullivan, yes; George Skinner, yes, Rod Cleveland, 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 one and only bidder Royal Printing, County Bid #BE-1508 – One-Year (1) Non-Encumbered Contract for the Printing of Election Ballots for the County Election Board. The bid term will be from July 1, 2011 through June 30, 2012.

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 award the bid to the one and only bidder The Norman Transcript, County Bid #COM-1509 – One-Year (1) Non-Encumbered Contract for the Publications of Commissioners' Proceedings and any Legal Notices required by law per the Oklahoma Statutes. The bid term will be from July 1, 2011 through June 30, 2012.

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, second by Rod Cleveland, 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.

Upon the request of Tammy Howard, County Clerk, George Skinner moved, seconded by Rod Cleveland, to award the bid to the low bidder Get Imaging, 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: George Skinner, yes; Rod Cleveland, yes, Rusty Sullivan, yes.

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve 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 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: Rusty Sullivan, yes; George Skinner, yes, Rod Cleveland, yes.

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Contract between the Cleveland County Health Department and the following individuals to provide breastfeeding support services to Women Infants and Children (WIC) clients who are pregnant or breastfeeding. The Contract will not exceed \$13,724.00 for the year beginning July 1, 2011 to June 30, 2012. The Health Department will pay \$13.00 per hour and mileage at \$0.51 per mile.

- a. Chelsea Zamarripa
- b. Mariah Danhoff
- c. Megan Garrison
- d. Britney Novotny
- e. Jenny Rodriguez

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 the following individuals to provide services as a teaching assistant for the Early Foundations Replication Project from July 1, 2011 until June 30, 2012. The 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 \$10,004.00.

- a. Stephanie Darden
- b. Lacey Mehmood
- c. Miranda Strednak (\$12.00 per hour not to exceed \$11,964.00)
- d. Esther Louise Shafer

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 of County Bid #EB-1475 – Non-Encumbered Contract for Voting Equipment Carrier Service for Ballot Boxes, Voting Devices, Voting Booths and needed additional equipment for another year. All terms and conditions will remain the same. The renewal period will 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 renewal Maintenance/Support Services Contract between the County Assessor and Syncsort Inc. for computer data backup at a remote site. The term of the contract shall be from June 30, 2011 through June 29, 2012 for the yearly amount of \$2,616.00.

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

George Skinner moved, seconded by Rod Cleveland, to approve the renewal Maintenance Agreement between the County Treasurer and Stanley Convergent Security Solutions for closed circuit television/security cameras. The agreement term will be from July 1, 2011 thru June 30, 2012 for the yearly amount of \$900.00.

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 the County Treasurer and Underground Vaults and Storage, Inc. for 14 cubic feet of storage of essential CD’s and Microfilm in a controlled environment. The term of the agreement will be from July 1, 2011 thru June 30, 2012 for the yearly rate of \$560.00.

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

Rod Cleveland moved, seconded by George Skinner, to approve a License and Service Agreement between the County Sheriff and Priority Dispatch Corporation to provide Emergency Medical Dispatch Cards to assist dispatchers to provide medical assistance to 900 callers. The term of the agreement will be from July 1, 2011 thru June 30, 2012.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Renewal Attorney Fee Agreement between Sandra DeSelms, County Treasurer and Joe B. Lawter for professional legal services at the rate of \$125.00 per hour, copy expense at the rate of \$0.10 per copy and actual postage expense incurred by the Attorney. Agreement term is from July 1, 2011 thru June 30, 2012.

(Clerk’s Note: July 1, 2011 Jim Reynolds will take Office.)

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 Maintenance Agreement between the County Treasurer and Summit Mailing & Shipping Systems, Inc. for IS-440 Mailing Machine with a 5-pound postal scale and modem. The term of the agreement will be from July 1, 2011 thru June 30, 2012 for the quarterly amount of \$155.86.

(Clerk’s Note: Should read the County Assessor.)

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Maintenance Agreement between the County Purchasing Department and Oklahoma Office Systems, LLC for a Bizhub C360 includes all labor, parts & supplies. The agreement term will be from July 1, 2011 thru June 30, 2012 for the rate of \$0.0065 per copy for black & white copies and \$0.065 per copy for color copies to be billed monthly.

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 of Cooperative Agreement between the Board of County Commissioners and U.S. Department of Agriculture APHIS – Wildlife Services Oklahoma Department of Agriculture, Food and Forestry. Cleveland County agrees to provide funds in the amount of \$2,400.00 as contribution to the cooperative animal damage control program for the purpose to supplement the wildlife damage control travel and field expenses of the Wildlife Services Specialists. The term of the contract period will be from July 1, 2011 through June 30, 2012. Pursuant to Section 2 of Cooperative Agreement Number 1-10-00 date June 19, 1995.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve a Resolution of the Board of County Commissioners of Cleveland County establishing the 911 emergency telephone fee rate for calendar year 2012 for service fees at current level of 3% pursuant to the Nine-One-One Emergency Act, 63 O.S. Supp., 1987, Section 2811 et seq.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Renewal Service Agreement between the County Assessor and CoxCom, Inc., Cox Oklahoma Telecom, LLC, for Internet Home Static –10 MB/768K – PowerBoost 13/1 Service. The term of the Service Agreement will be from July 1, 2011 thru June 30, 2012 for the monthly rate of \$69.95.

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 between the County Assessor and Colorado Customware, Inc. for Realware Software Support and Fieldware Software Support. The term of the contract will be from July 1, 2011 thru June 30, 2012 for the amount of \$70,068.62.

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 Contract Agreement of the Emergency and Transportation Revolving, ETR Fund set to expire June 30, 2011. The term of the contract renewal is to be renewed to June 30, 2012. The previous contract was approved on April 18, 2011 for the Cleveland County District #1 project S.W. 164<sup>th</sup> Penn & Western for the amount of \$400,000.00.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Agreement between the Cleveland County Treasurer and the Cleveland County Clerk to share the expenses for one 15M/3M connection with Cox Business Services. The Treasurer will pay the even months and the Clerk will pay the odd months. The term of the agreement will be from July 1, 2011 thru June 30, 2012 for the monthly amount of \$259.95.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Commercial Services Agreement between the Cleveland County Treasurer and CoxCom, Inc., Cox Oklahoma Telcom, LLC for business internet static – 15MB/3MB powerboost. The term of the agreement will be from July 1, 2011 thru June 30, 2012 for the monthly amount of \$259.95.

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 Agreement between the County Assessor and Sooner Copy Machines, Inc. for the lease of one (1) Kip 3000, serial #11600428. The term of the lease agreement will be from July 1, 2011 thru June 30, 2012 with the option to renew two (2) more consecutive years for the monthly amount of \$250.00.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the Maintenance Agreement between the County Assessor and Sooner Copy Machines, Inc. for the one (1) Kip 3000, serial #11600428. The term of the lease agreement will be from July 1, 2011 thru June 30, 2012 for the copy rate of \$0.08 per square foot.

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 regarding approval of Resolution to address redistricting for 2011 and appointing David Batton, Assistant District Attorney, and Denise Ellison as the Representatives to prepare and propose any redistricting plan to the Commissioners. Authorizing David Batton to employ an independent expert to assist him and the Board.

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

Motion Carried.

George Skinner moved, seconded by Rod Cleveland, to approve the May, 2011 monthly reports of the following:

- a. David Tinsley, County Assessor
- b. Tammy Howard, County Clerk
- c. Rhonda Hall, Court Clerk
- d. Jim Williams, Election Board Secretary

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

Rod Cleveland moved, seconded by George Skinner, to approve the Resolution Determining Maximum Monthly Highway Expenditures:

T1A	\$	501,135.06
T1C	\$	3,131.14
T2A	\$	3,962,166.17
T2B	\$	29,185.53
<u>T3</u>	<u>\$</u>	<u>1,451,095.57</u>
Total Unrestricted	\$	5,946,713.47

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

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

11-0133 – B2A	11-3766 – B2A
11-0155 – B2A	11-4038 – B2A
11-0158 – B2A	11-4215 – B2A
11-0167 – B2A	11-4272 – B2A
11-0174 – B2A	11-4429 – B2A
11-0177 – B2A	11-4431 – SM2
11-0220 – HR2	11-4519 – B2A
11-0226 – HR2	
11-0299 – SM2	11-0098– T2A
11-0372 – B1C	11-0368– T2A
11-0451 – C2	11-2246– T2A
11-0705 – B1C	11-3623– T2A
11-0770 – SL2	11-4046– T2A
11-0822 – B2A	11-5469– T2A
11-1467 – B2A	
11-1531 – B2A	11-0229– MD1C
11-2289 – B2A	11-0385– MD2
11-2385 – B2A	11-0425– MD2
11-2592 – H2	11-4847– MD2
11-2982 – H2	
11-3191 – B2A	11-3514– CFHRE2
11-3285 – B2A	
11-3453 – B2A	11-4020– FF2
11-3454 – B2A	

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes, George Skinner, 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:**  
11-5709 – T2A Palace Auto Supply, Inc. \$2,000.00
- b. **District #2 Warehouse:**  
11-5665 – T2A O’Reilly Automotive \$1,000.00
- c. **Building Maintenance:**  
11-5674 – SM2 Home Depot Credit Services \$1,000.00  
11-5708 – SM2 United Refrigeration, Inc. \$1,500.00
- d. **Fair Board:**  
11-5695 – FF2 UniFirst \$ 110.00
- e. **Sheriff’s Department:**  
11-5696 – B2A 77 Collision Repair \$6,375.76  
11-5713 – CFBREA Slaughterville Tire Shop \$ 200.00

The vote was: Rusty Sullivan, yes; George Skinner, yes, Rod Cleveland, 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 \$ 80,127.31
- b. Highway Fund 64,050.72
- c. Health Fund 184,218.08
- d. Sheriff Service Fee Fund 41,667.00
- e. Sheriff Jail Fund 4,607.40
- f. Sheriff Revolving Fund 1,421.48
- g. SCA2010 Grant Fund 12,918.81
- h. Treasurer’s Certification Fee Fund 1,220.40
- i. Drug Court Revolving Adult Fund 651.09
- j. County Clerk Preservation Fund 8,335.86
- k. Fair Board Fund 1,675.87

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

Chairman Sullivan called for New Business:

(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.)

George Skinner moved, seconded by Rod Cleveland, to approve the blanket purchase order #2011-5738 to Masterson Heat & Air, LLC for Parts & Labor to repair rooftop unit in the amount of \$6,000.00.

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

Motion Carried.

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

Motion Carried.

(Clerk’s Note: the agenda was posted on 06-10-2011 at 8:31 a.m.)