

BOARD OF COUNTY COMMISSIONER'S MINUTES

July 18, 2011

The regularly scheduled meeting of the Board of County Commissioners was called to order this 18th day of July, 2011, in meeting room 200 of the Cleveland County Office Building by Chairman George Skinner. Tammy Howard, County Clerk/Secretary, called roll and those present were:

George Skinner, Chairman
Rod Cleveland, Vice-Chairman
Tammy Howard, Secretary

Member Rusty Sullivan was absent.

Others present were: David Batton, Assistant District Attorney, Christine Brannon, Denise Ellison, Melinda Duke, Brenda Wakeman, Peggy Laizure, David Tinsley, Jim Williams, Terran Manning, Lisa Winters, Dan Cary, Catherine Butler, Susan Moffat and Johnny Roe.

Rod Cleveland moved, seconded by George Skinner moved, to approve the minutes of the Regular Meeting of July 11, 2011.

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

Motion Carried.

(Clerk's Note: reference end of meeting.)

Upon the request of Melinda Duke, Purchasing Agent, George Skinner moved, seconded by Rod Cleveland, to accept the bids and to table the awarding and/or rejecting of County Bid #COM-1510 – Contract for a qualified Geographic Information System Consultant to provide professional services to enhance the spatial accuracy of Cleveland County's current cadastral GIS for the Cleveland County Commissioner.

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

Motion Carried.

Upon the request of Brenda Wakeman, Assistant Purchasing Agent, George Skinner moved, seconded by Rod Cleveland, to accept the bids and to table the awarding and/or rejecting of County Bid #HWY-1511 – Six-Month (6) Non-Encumbered Contract to provide Asphalt Material. The bid term will be from August 11, 2011 through February 10, 2012.

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

Motion Carried.

Upon the request of Brenda Wakeman, Assistant Purchasing Agent, George Skinner moved, seconded by Rod Cleveland, to accept the bids and to table the awarding and/or rejecting of County Bid #HWY-1512 – Non-Encumbered Contract for Road Oils, Emulsions and Sealants for the County Commissioners. The bid term will be from August 5, 2011 through November 4, 2011.

The vote was: Rod Cleveland, yes; George Skinner, 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 to approve the Service Agreement between the County Sheriff Department and Smiths Detection to provide on-site service to x-ray machines located in the County Courthouse and Administration Building for the yearly amount of \$8,148.00 from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve with the change of the term of the agreements ending date to December 31, 2011 and to approve Items #2 thru #5 together; as follows: Item #2 - the Maintenance Agreement between the County Sheriff Department and Sooner Copy Machines, Inc. from July 1, 2011 through June 30, 2012 for the following:

- a. Two (2) Sharp ARM207 \$.009 per copy for B&W copies
- b. Two (2) Sharp ARM350N \$.009 per copy for B&W copies
- c. One (1) Sharp ARM450NXA \$.009 per copy for B&W copies
- d. One (1) Toshiba ES450S \$.009 per copy for B&W copies
- e. One (1) Sharp MX4101N \$.0125 per copy for B&W copies
 \$.062 per copy for Color copies
- f. One (1) Sharp MX4501N \$.009 per copy for B&W copies
 \$.08 per copy for Color copies

Item #3 - the Maintenance Agreement between the County Clerk and Sooner Copy Machines, Inc. from July 1, 2011 through June 30, 2012 for the following:

- a. One (1) Sharp MXM2600 \$.013 per copy for B&W copies
 \$.062 per copy for Color copies
- b. One (1) Sharp MXM2600N \$.013 per copy for B&W copies
 \$.062 per copy for Color copies
- c. Two (2) Sharp MXM260N(620N)\$.0075 per copy for B&W copies
- d. One (1) Sharp ARM355N \$.0075 per copy for B&W copies

Item #4 - the Maintenance Agreement between the OSU Extension Center and Sooner Copy Machines, Inc. for one (1) Sharp MX5500N copier for the amount of \$.0095 per copy for B&W copies and \$.058 per copy for Color copies from July 1, 2011 through June 30, 2012 and

Item #5 - the Maintenance Agreement between the County Fair Board and Sooner Copy Machines, Inc. for one (1) Sharp MX2300N copier for the amount of \$12.00 per month and \$.01 per copy for B&W copies over 1,000 copies and \$.08 per copy for Color copies over 1,000 copies from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the agreement between Crossroads Youth & Family Services, Inc, a non-profit organization, and the Board of County Commissioners to provide emergency youth shelter services in Cleveland County commencing July 1, 2011 until June 30, 2012 for \$225,000.00. Twelve bed shelter to be staffed full-time seven days a week.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Service Agreement between the Cleveland County District #1 and Waste Management Services for scheduled trash service at 14701 S. Westminster, Oklahoma City, OK. The term of the agreement is for the monthly amount of \$89.35 from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the payment of Invoice #3, dated July 5, 2011 from Lee Law Center PC for legal fees through June 30, 2011 for the amount of \$2,400.79.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Agreement between the County OSU Extension Center and Eureka Water Company. The term of the agreement will be for \$7.25 per month of cooler base rental and \$6.45 per 5-gallon bottle purchase from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Renewal Maintenance Agreement between the County Health Department and Clifford Power Systems, Inc. to perform maintenance on a 300 kw Kohler Generator located 250 12th Avenue, Norman, OK. Maintenance includes two (2) planned maintenance inspections per year at six (6) month intervals for an annual cost of \$931.00 and a two (2) hour Load Bank Test at the time of the planned maintenance visit for an annual cost of \$768.00 from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Resolution to serve as an agreement between the Cleveland County Board of County Commissioners and Central Oklahoma Community Action Agency to continue to provide aid for it’s needy citizens. The term of the agreement is for the yearly amount of \$15,000.00 (\$1,250.00 per month) from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Agreement between the County Health Department and NorthHaven Church to provide a location and support services for the Early Foundation Replication Project. The term of the agreement is not to exceed \$2,856.00 from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Lease between the Cleveland County Facilities Authority and Crossroads Youth & Family Services for the lease of 9,899 sq. ft. located at 1650 W. Tecumseh Road, Norman, Oklahoma. The term of the lease is for the annual amount of \$22,176.00 (\$1848.00 per month) from July 1, 2011 through June 30, 2012.

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

Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Plan of Proposed County Road Project, No. CIRB-114C(210) RB, Etowah Road from 48th Avenue to 120th Avenue. The vote was: George Skinner, yes; Rod Cleveland, yes.
Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Agreement between the Cleveland County Board of County Commissioners and SimplexGrinnell for Alarm Detection Monitoring. The term of the agreement is for the annual amount of \$304.00 from July 1, 2011 through June 30, 2012. The vote was: Rod Cleveland, yes; George Skinner, yes.
Motion Carried.

Upon the request of David Batton, Assistant District Attorney, Rod Cleveland moved, seconded by George Skinner, to approve with modifications the Contract between the County Assessor and Total Assessment Solutions Corporation for annual support. The term of the contract is for the annual amount of \$20,000.00 from July 1, 2011 through June 30, 2012. The vote was: George Skinner, yes; Rod Cleveland, yes.
Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Contract between the County Sheriff’s Office and Brandi D. Smith to replace Cherri M. Alexander as Community Support Specialist. The term of the contract will be for the months August & September, 2011 for the monthly amount of \$2,666.66. The vote was: Rod Cleveland, yes; George Skinner, yes.
Motion Carried.

Rod Cleveland moved, seconded by George Skinner, to approve the Appointment of Requesting Officers for the IT Department’s travel account, K1C, as follows:

- a. Paul Moses
- b. Rod Cleveland
- c. George Skinner
- d. Rusty Sullivan

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

George Skinner moved, seconded by Rod Cleveland, to approve the Contract between the County Health Department and Audra Smalley for services as a teaching assistant for the Early Foundations Replication Project. The term of the contract is for the hourly rate of \$10.00 and \$0.555 per mile as per the State Travel Reimbursement Act not to exceed \$10,004.00 from July 18, 2011 through June 30, 2012. The vote was: Rod Cleveland, yes; George Skinner, yes.
Motion Carried.

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

- I. **District #2 Warehouse:**
 - a. #D209-11 Air Conditioner (junked)
 - b. #D602-55 Motorola Radio (junked)
 - c. #D602-56 Motorola Radio (junked)
 - d. #D602-120 Motorola Radio (junked)

II. **Sheriff’s Office:**

- a. #B331-153 2004 Crown Victoria (surplus)

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

Rod Cleveland moved, seconded by George Skinner, to rescind the Blanket Purchase Order #2012-671 for the Sheriff’s Office approved on July 11, 2011 issued to Mill’s Body Shop Inc. for the amount of \$18,500.00 for the repair of Unit #735.

The vote was: Rod Cleveland, yes; George Skinner, 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:**

12-0798 – T2A First Aid Express \$ 600.00

b. **District #2 Warehouse:**

12-0726 – T2A O’Reilly Automotive \$2,000.00
12-0777 – T2A Mid-West Hose & Spec. 1,000.00
12-0793 – T2A Fastenal Ind. & Con. Supp. 1,000.00
12-0810 – T2A KSM Exchange, LLC 1,500.00

c. **District #3 Warehouse:**

12-0737 – T2A Arrow-Magnolia Inter. \$ 750.00
12-0797 – T2A Dolese Brothers Co. Inc. 1,000.00
12-0800 – T2A Lex. Alter. & Starter 750.00

d. **Health Department:**

12-0739 – MD2 Battery Center \$ 200.00
12-0764 – MD2 Audra Smalley 10,004.00
12-0770 – MD1C Debra Brown 150.00
12-0806 – MD1C Kelley Harrold 200.00

e. **Sheriff’s Department:**

12-0814 – B2A Fred’s Tire & Battery \$2,500.00

f. **District Attorney’s Office:**

12-0787 – CFDRE(A)2 A.T.&T. Mobility \$2,400.00
12-0788 – CFDRE(A)2 Copelin’s Office Center 1,000.00
12-0789 – CFDRE(A)2 Innovative Court Solutions 3,000.00

g. **IT Department:**

12-0735 – K2 Oklahoma Office Systems \$ 250.00

The vote was: 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	\$ 508,447.23
T1C	\$ 3,043.14
T2A	\$ 3,399,463.77
T2B	\$ 32,300.70
<u>T3</u>	<u>\$ 1,446,270.57</u>
Total Unrestricted	\$ 5,389,525.41

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

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

- | | |
|----------------|----------------|
| 11-0163 – B2A | 11-0062 – T2A |
| 11-0202 – F2 | 11-2549 – T2A |
| 11-0469 – C2 | 11-2633 – T2A |
| 11-0472 – C2 | 11-2713 – T2A |
| 11-0473 – C2 | 11-2720 – T2A |
| 11-2288 – B2A | 11-2967 – T2A |
| 11-2380 – C2 | 11-3007 – T2A |
| 11-2381 – C2 | 11-3155 – T2A |
| 11-2814 – B2A | 11-3169 – T2A |
| 11-2944 – B2A | 11-3234 – T2A |
| 11-3228 – F2 | 11-3271 – T2A |
| 11-3348 – B2A | 11-3272 – T2A |
| 11-3456 – B2A | 11-3461 – T2A |
| 11-3457 – B2A | 11-3577 – T2A |
| 11-3591 – SM2 | 11-3582 – T2A |
| 11-3648 – F2 | 11-3583 – T2A |
| 11-3708 – SL2 | 11-3632 – T2A |
| 11-3810 – SM2 | 11-3649 – T2A |
| 11-3871 – SM2 | 11-3667 – T2A |
| 11-3990 – B2A | 11-3680 – T2A |
| 11-4084 – K2 | 11-3883 – T2A |
| 11-5041 – B2A | 11-3885 – T2A |
| 11-5225 – SM2 | 11-5154 – T2A |
| 11-5243 – SP2 | |
| 11-5287 – C2 | 11-3672 – CFB5 |
| 11-5310 – B2A | |
| 11-5336 – C2 | 11-4333 – FF2 |
| 11-5449 – F2 | 11-5071 – FF2 |
| 11-5587 – SM2 | |
| | 12-0513 – B2A |
| 11-0231 – MD1C | |
| 11-0239 – MD1C | |
| 11-0244 – MD1C | |
| 11-0413 – MD2 | |
| 11-0431 – MD2 | |
| 11-1559 – MD1C | |
| 11-1789 – MD1C | |

- 11-3289 – MD2
- 11-3290 – MD2
- 11-3573 – MD1C
- 11-3590 – MD1C
- 11-3894 – MD1C
- 11-3896 – MD2
- 11-3914 – MD1C
- 11-5118 – MD2

The vote was: George Skinner, yes; Rod Cleveland, 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 11/12

a. General Fund	\$ 506,439.24
b. Highway Fund	20,776.46
c. Health Fund	176,240.07
d. Fair Board Fund	1,129.38

FY 10/11

a. General Fund	\$ 107,722.23
b. Highway Fund	129,262.95
c. Health Fund	6,669.71
d. Sheriff Service Fee Fund	150.63
e. Sheriff Revolving Fund	25,652.49
f. Fair Board Fund	530.77

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

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.)

Rod Cleveland moved, seconded by George Skinner, to withdraw the motion to approve the regular meeting minutes of July 11, 2011.

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

Rod Cleveland moved, seconded by George Skinner, to re-approve the minutes of the regular meeting July 11, 2011 with the modification of the Burn Ban Resolution stating it was in affect for 2-weeks expiring on July 25, 2011.

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

There being no further business to come before the Board, Rod Cleveland moved, that the meeting be adjourned. George Skinner seconded the motion.

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

(Clerk’s Note: the agenda was posted on July 15, 2011 at 8:30 a.m.)