

**BOARD OF COUNTY COMMISSIONER'S
MINUTES**

August 22, 2011

The regularly scheduled meeting of the Board of County Commissioners was called to order this 22nd day of August, 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
Rusty Sullivan, Member
Tammy Howard, Secretary

Others present were: Christine Brannon, Denise Ellison, Melinda Duke, Brenda Wakeman, Peggy Laizure, David Tinsley, Jim Williams, Dan Cary and Susan Moffit.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the minutes of the Regular Meeting of August 15, 2011.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the minutes of the Regular Meeting of August 1 & 8, 2011.

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

Upon the recommendation of Melinda Duke, Purchasing Agent, George Skinner moved, seconded by Rusty Sullivan, to award the bid per the bid summary to the lower bidder for County Bid #SHE-1516 – One-Year (1) Non-Encumbered Contract for the purchase of one (1) or more, Emergency Vehicle Equipment and Equipment Packages and all necessary equipment for complete installation on vehicles of the Cleveland County Sheriff's Office.

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

Chairman Skinner called for the Presentation of Certificate of Appreciation Awarding of Merit to Janet Skelton and Christine Brannon, Employees of Tammy Howard, County Clerk, for going above and beyond the call of duty.


Chairman Skinner along with County Clerk Tammy Howard presented the following certificates to Mrs. Skelton and Ms. Brannon for their swift action taken.

CLEVELAND COUNTY CLERK Certificate of Appreciation

Awarded To
Janet Skelton

On Monday, August 15, at 12:32 P.M., an unknown woman called the County Clerk's office to request information about a civil matter and County Clerk employee Janet Skelton took the call. During that conversation the caller made statements that led Janet to believe the woman wished to kill herself. Janet took quick action and notified 1st Deputy County Clerk Christine Brannon. These women notified the Cleveland County Courthouse Deputies by activating their alarm and Deputy Kevin Smetter responded to the office to provide assistance. Janet and Christine began working in tandem with Deputy Smetter to help the woman. Janet kept the caller on the phone, kept her calm, and provided a reassuring voice to her regarding the problem she was having. Christine worked to relay information between Janet and Deputy Smetter to the Moore Police Department in an effort to make them aware of this potential suicide attempt. Janet was able to obtain the address of the caller and passed this information to Christine who provided Moore Police with an address in which to respond. Janet and Christine stayed in contact with each other, in contact with Deputy Smetter and the Moore Police 911 center as they waited for Moore Police officers to make contact with the caller at her address. Moore Police were able to make contact with the woman and provide assistance to her she took drastic measures. Due to the quick thinking, and seamless action of Janet and Christine, the life of this woman was potentially saved. It is not known as to whether or not the woman would have acted out her threat to end her life, but due to the actions of these two women, her life will continue, will be supported by the help of assisting agencies, and will have a brighter future. It is with great honor that I present this Certificate of Appreciation to Janet Skelton and Christine Brannon for their quick and decisive actions and outstanding performance that preserved the life of their fellow man. You are a credit to our agency and a great ambassador for Cleveland County.

GIVEN THIS 15th DAY OF AUGUST 22, 2011



Tammy Howard, County Clerk

CLEVELAND COUNTY CLERK

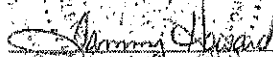
Certificate of Appreciation

Awarded To

Christine Brannon

On Monday, August 15, at 12:32 P.M., an unknown woman called the County Clerk's office to request information about a civil matter and County Clerk employee Janet Skelton took the call. During that conversation the caller made statements that led Janet to believe the woman wished to kill herself. Janet took quick action and notified 1st Deputy County Clerk Christine Brannon. These women notified the Cleveland County Courthouse Deputies by activating their alarm and Deputy Kevin Smetter responded to the office to provide assistance. Janet and Christine began working in tandem with Deputy Smetter to help the woman. Janet kept the caller on the phone, kept her calm, and provided a reassuring voice to her regarding the problem she was having. Christine worked to relay information between Janet and Deputy Smetter to the Moore Police Department in an effort to make them aware of this potential suicide attempt. Janet was able to obtain the address of the caller and passed this information to Christine who provided Moore Police with an address in which to respond. Janet and Christine stayed in contact with each other, in contact with Deputy Smetter and the Moore Police 911 center as they waited for Moore Police officers to make contact with the caller at her address. Moore Police were able to make contact with the woman and provide assistance to her she took drastic measures. Due to the quick thinking, and seamless action of Janet and Christine, the life of this woman was potentially saved. It is not known as to whether or not the woman would have acted out her threat to end her life, but due to the actions of these two women, her life will continue, will be supported by the help of assisting agencies, and will have a brighter future. It is with great honor that I present this Certificate of Appreciation to Janet Skelton and Christine Brannon for their quick and decisive actions and outstanding performance that preserved the life of their fellow man. You are a credit to our agency and a great ambassador for Cleveland County.

GIVEN THIS 15th DAY OF AUGUST 22, 2011


Tammy Howard, County Clerk

George Skinner moved, seconded by Rod Cleveland, 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.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Agreement for Services between the Board of Regents of the University of Oklahoma on behalf of the Child Study Center and Cleveland County Health Department. The Health Department will provide program administration for replicating the Early Foundations Model in Norman, Oklahoma; Provide intensive service provision for individual children with Autism Spectrum Disorders; Purchase classroom materials and general supplies for the implementation of the model; In-state travel as needed for the replication project. Services will be provided from July 1, 2011 to June 30, 2012. The University will pay the Health Department an amount of \$30,000.00 maximum including any reasonable pre-approved documented expenses.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the renewal of County Bid #PA-1432 – Office Supplies, Furniture and Equipment for another year. All terms and conditions will remain the same. The renewal period will be from August 31, 2011 to August 30, 2012. The vote was: Rod Cleveland, yes; Rusty Sullivan, yes, George Skinner, yes. Motion Carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the supplemental claim as approved by the Oklahoma Department of Transportation to the contract #COM3-1470 with Property Acquisition Services, LLC (PAS) for 12 additional ownerships at \$1,450 per ownership incurred for the Cleveland County Etowah Road Project, CIRB-114C (210) RB, Job Piece # 24829(04) for a total of \$17,400.00, with the following changes \$1,400.00 per ownership for a total of \$16,800.00.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the payment of invoice submitted from the Lee Law Center, P.C., for attorney services for the Cleveland County Justice Authority, Invoice #4, Dated 5-04-11, for the amount of \$926.43.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Pottawatomie County Public Safety Center invoice in the amount of \$16,864.00 for housing of inmates for the month of July 2011.

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

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

- a. **District #1 Warehouse:**
 - 12-1305 – T2A Dub Ross Company \$ 600.00
- b. **District #2 Warehouse:**
 - 12-1332 – T2A Jim Johnson Oil Company \$ 1,500.00
 - 12-1333 – T2A Clark Oil Distributors, Inc. \$ 1,500.00
 - 12-1335 – T2A Grissoms, LLC \$ 1,500.00

 - 12-1384 – T2A Farm Plan Inc \$ 750.00
 - 12-1386 – T2A Certified Laboratories \$ 2,000.00
 - 12-1387 – T2A Copelin’s Office Center \$ 750.00
 - 12-1388 – T2A Dave’s Small Engine Repair \$ 750.00
 - 12-1389 – T2A Jones Tire, LLC \$ 1,000.00
 - 12-1390 – T2A KSM Exchange LLC \$ 1,500.00
 - 12-1391 – T2A McPherson Machine Shop \$ 750.00
 - 12-1392 – T2A Perfection Equipment Co \$ 1,000.00
 - 12-1393 – T2A Steve’s Wholesale Distributors \$ 750.00
 - 12-1394 – T2A G.W. VanKeppel Co \$ 750.00

12-1395 – T2A	Weldon Parts Inc	\$ 1,000.00
c. <u>District #3 Warehouse:</u>		
12-1287 – T2A	Bruckner’s Truck Sales, Inc.	\$ 2,500.00
12-1289 – T2A	KSM Exchange, LLC	\$ 2,500.00
12-1290 – T2A	G.W. VanKeppel Company	\$ 2,500.00
12-1291 – T2A	Clark Oil Distributors, Inc.	\$ 1,000.00
12-1340 – T2A	O’Reilly Automotive	\$ 2,500.00
12-1371 - T2A	Noble Hardware	\$ 500.00
d. <u>Fair Board:</u>		
12-1323 – SF2	Crossland’s A & A Rent-All	\$ 3,500.00
e. <u>Assessor:</u>		
12-1317 – H2	MailFinance Inc.	\$ 1,870.32
f. <u>Health Department:</u>		
12-1281 – MD2	Novartis Vaccines & Diag.	\$ 3,300.00
g. <u>Cleveland County Justice Center:</u>		
12-1296 – CCJC2	Central Consolidated, Inc.	\$ 300.00
h. <u>Sheriff’s Department:</u>		
12-1379 CFBRE2	Hooper Printing Co	\$ 500.00
12-1380 CFBRE2	77 Collision Repair	\$ 1500.00
12-1381 CFBRE2	Harden Enterprises	\$ 500.00

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

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

11-0508 – K2	12-0111 – T2A
11-1781 – K2	12-0113 – T2A
11-1820 – SM2	12-0118 – T2A
11-2545 – SM2	12-0406 – T2A
11-3078 – HR2	12-0425 – T2A
11-3079 – H2	
11-4054 – K2	12-0540 – MD2
11-4435 – SM2	
11-4940 – K2	

11-2458 – T2A

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

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

FY 11/12

a. General Fund	\$ 644,300.06
b. Highway Fund	272,223.82
c. Health Fund	14,840.66
d. Sheriff Service Fee Fund	103.10
e. Sheriff Revolving Fund	4,773.19
f. County Detention Transition Fund	12,822.76
g. SCA2010 Grant Fund	1,260.66
h. Treasurer’s Certification Fee Fund	198.62
i. County Clerk Preservation Fee Fund	10,077.37
j. Drug Court Revolving Adult Fund	585.00
k. Fair Board Fund	4,614.86

FY 10/11

a. General Fund	\$ 4,652.56
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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, Rod Cleveland moved, that the meeting be adjourned. Rusty Sullivan seconded the motion.

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

(Clerk’s Note: The agenda was posted on August 19, 2011 at 8:05 a.m.)