

**BOARD OF COUNTY COMMISSIONER'S
MINUTES**

September 6, 2011

The regularly scheduled meeting of the Board of County Commissioners was called to order this 6th day of September, 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: Denise Ellison, Melinda Duke, Brenda Wakeman, Peggy Laizure, David Tinsley, Jim Williams, Dan Cary, Sarita Scott, Bobby Cleveland, Chuck Ellsworth, Dave Spaulding and Richard Murnan.

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the minutes of the Regular Meeting of August 29, 2011.

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

Upon 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 #SHE-1519 – One-Year (1) Non-Encumbered Contract for Inmate Issue & Indigent Kits for Cleveland County. The bid term will be from the bid award date 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

	Robinson Textiles, Inc.	Justice Packaging	Walter F. Stephens Jr Inc.	
	1	2	3	
BID: #SHE-1519				
DEPT: Sheriff Department				Awarded:
DATE OPENED: 9-6-11				Tabled on 9-6-11
<p>List of Individual Items One-Year (1) Non-Encumbered Contract for Inmate Issue & Indigent Kits.</p> <p>The bid term will be from bid award date through June 30, 2012.</p>				
DELIVERY:	30 days	5-7 days	15 days	
Inmate Indigent Kits:				
BRAND NAME:	RobTex	HK	Stephens	
ITEM NUMBER:	RTH1	1848	C1	
COST:	\$1.75	\$2.01	\$2.09	
Inmate Issue:				
BRAND NAME:	RobTex	HK	Stephens	
ITEM NUMBER:	RTH2	1849	C2	
COST:	\$1.75	\$1.31	\$1.15	
Vendors Comments/Exceptions:		See attached for products and sizes		
CONTACT PERSON:	Cindy Murphy	Tina Hill	Carla Baker	
TITLE:	Salesperson	Sales	President	
ADDRESS	152 W. Walnut St., Ste 250 Gardena, CA 90248	202 Bourne Blvd #130 Savannah, GA 31408	415 South Avenue Franklin, OH 45005	
TELEPHONE NUMBER:	800-421-5582	800-2536-2352	800-543-7960	
FAX NUMBER:	800-370-7019	866-554-2569	800-349-2133	

Upon Request of Melinda Duke, Purchasing Agent, George Skinner moved, seconded by Rusty Sullivan, to accept the bids and to table the awarding and/or rejecting of County Bid #SHE-1520 – One-Year (1) Non-Encumbered Contract for 24” x 48” Inmate White Towels for Cleveland County. The bid term will be from the bid award date through June 30, 2012. The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes. Motion Carried.

The bidders, each with properly executed non-collusion affidavits are listed on the following summary:

CLEVELAND COUNTY BID SUMMARY

List of Individual Bidders

Page 1

	Superior Linen Service Inc.	Harvey Janitorial Sales	ACME Supply Co. LTD	Robinson Textiles, Inc.	Justice Packaging
BID: #SHE-1520	1	3	3	4	5
DEPT: Sheriff Department					
DATE OPENED: 9-6-11					
					Awarded: Tabled on 9-6-11
<p style="text-align: center;">List of Individual Items One-Year (1) Non-Encumbered Contract for 24"x48" Inmate White Towels.</p> <p>The bid term will be from bid award date through June 30, 2012.</p>					
Inmate Towels, white, 24" x 48":					
? /CASE:	No Bid	12/case	20 dz/cs	dozen	20 dz
BRAND NAME:		IBT 800	16608	WTC80	HP-12448
ITEM NUMBER:		Economy 24x48 8# bath towel	Acme Supply	Robtex	Justice
COST:		\$28.20	\$399.00	\$29.60	\$453.00 bale/20 dz
DELIVERY:		7-10 days	5 days	7-30 days	5-7 days
CONTACT PERSON:		Vickie Kennedy	Sandra Bailey	Janni Kutsch	Tina Hill
TITLE:		Office Manager	Administrator	Vice President	Sales
ADDRESS:		1330 W. Main Street Oklahoma City, OK 73106	10 Cedar Swamp Rd, Ste 7 Glen Cove, NY 11542	152 W. Walnut St., Ste 250 Gardena, CA 90248	202 Bourne Blvd #130 Savannah, GA 31408
TELEPHONE NUMBER:		405-236-3438	800-567-8025	800-421-5582	800-253-2352
FAX NUMBER:		405-236-0754	800-567-8026	800-370-7019	866-554-2569
NON-COLLUSION AFFIDAVIT:		YES	YES	YES	YES

Upon Request of Brenda Wakeman, Assistant Purchasing Agent, George Skinner moved, seconded by Rusty Sullivan, to accept the bids and to table the awarding and/or rejecting of County Bid #HWY-1521 – Non-Encumbered Contract for Bulk Oils, Lubricants & Antifreeze for the County Commissioners. The bid term will be from September 5, 2011 through January 21, 2012.

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 summary:

CLEVELAND COUNTY BID SUMMARY

List of Individual Bidders			
	Jim Johnson Oil Co.	Fentress Oil Company	Clark Oil Distributors Inc.
BID: #HWY-1521 DEPT: Commissioner's DATE OPENED: 9-6-11	1	2	3
Non-Encumbered Contract for Bulk Oils, Lubricants & Antifreeze for the County Commissioners.			
The bid term will be from September 22, 2011 thru January 21, 2012			
			Awarded To: Tabled 9-6-11
NON-COLLUSION AFFIDAVIT:	YES	YES	YES

George Skinner moved, seconded by Rod Cleveland, to approve the minutes of the Regular Meeting of August 22, 2011.

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

Upon the recommendation of Brenda Wakeman, Assistant Purchasing Agent, George Skinner moved, seconded by Rusty Sullivan, to award to the low bidder and where the low bidder is not awarded there is an explanation, County Bid #HWY-1517 – Non-Encumbered Contract for Road Oils, Emulsions and Sealants for the County Commissioners. The bid term will be from bid award date through December 6, 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 Rod Cleveland, to award to Copelin’s Office Supply, low bidders did not meet specifications, County Bid #HWY-1518 – To purchase white multipurpose paper in bulk for use in laser and inkjet printers, multifunction, fax machines, copiers and offset printing press for Cleveland County.

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 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 contract between the Cleveland County Sheriff’s Office and Dimensional Concepts, Inc. to provide database and interface management and update for the Jail Management System. The term of the contract is from July 1, 2011 through June 30, 2012 for the amount of \$9,500.00.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the payment to the Oklahoma Department of Transportation from the Cleveland County CBRI Account for the following:

- a. Project #STP-114D(176)AG, State Job/Invoice #23766(04) for \$54,800.00.
- b. Project #STP-114C(201)AG, State Job/Invoice #24610(04) for \$52,520.00.
- c. Project #BRO-114D(202)AG, State Job/Invoice #24611(04) for \$43,663.00.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Project Agreement and Resolution between Cleveland County and the Oklahoma Department of Transportation for Project #BRO-114D(202)CO, State Job #24611(04), Cleveland County District #3 Bridge and Approachs over Spring Creek, 2.0 miles south and 0.5 miles west of Needmore.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Project Agreement and Resolution between Cleveland County and the Oklahoma Department of Transportation for Project #STP-114C(201)AG, State Job #24610(04), Cleveland County District #3 Bridge and Approachs over Tributary of Willow Creek on EW40, 0.2 miles South and 3.4 miles west of Corbett (Box Road).

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

George Skinner moved, seconded by Rod Cleveland, to approve the Project Agreement and Resolution between Cleveland County and the Oklahoma Department of Transportation for Project #STP-114D(176)AG, State Job #23766(04), Cleveland County District #2 Bridge and Approachs over Buckhead Creek, 0.8 miles North and 4.1 miles East of Slaughterville.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the August monthly report from Jim Reynolds, County Treasurer.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Resolution for Disposing of Equipment from the Cleveland County Sheriff’s Office for #B331-149 2004 Ford Crown Victoria being declared surplus and to be sold at Auction.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Resolution for Disposing of Equipment from the Cleveland County Treasurer’s Office for #C222-109 Leviton 24 Port Gigabit Switch and is to be junked.

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve the Resolution for Disposing of Equipment from the Cleveland County Assessor’s Office for #H600-1 White Microwave Oven and is to be junked.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Resolutions for Disposing of Equipment from the Cleveland County Building Maintenance for the following items to be junked:

- a. #SM330-6 36”pipe wrench
- b. #SM430-1 Snapper push mower
- c. #SM338-5 14.4 Volts Battery

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

Rod Cleveland moved, seconded by Rusty Sullivan, to approve an extension of the CDBG Contract 13905 CDBG 09 for an additional twelve (12) months as requested by Cleveland County Rural Water District #1 as requested by its Board members based upon the continued availability of USDA/RD funding and grants. Water District also submits that it has demonstrated on on-going collaboration between the City of Lexington and the Department of Corrections to justify another extension.

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

Rusty Sullivan moved, seconded by George Skinner, to approve the agreement between the Cleveland County Assessor and the Schneider Corporation for parcel realignment of and/or maintenance of Assessor’s property information system pursuant to the fee scheduled as listed in the agreement.

The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, 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:**
12-1582 – T2A Palace Auto Supply, Inc. \$3,500.00
- b. **District #2 Warehouse:**
12-1597 – T2A Vulcan Signs \$1,000.00
- c. **District #3 Warehouse:**
12-1521 – T2A Noble Hardware \$ 750.00
12-1602 – T2A ATC Freightliner Group – OKC \$ 750.00
12-1604 – T2A Bruckner’s Truck Sales, Inc. \$2,500.00
- d. **Fair Board:**
12-1605 – FF2 Copelin’s Office Center \$ 750.00
- e. **Building Maintenance:**
12-1576 – SM2 Water Services Co. Inc. \$ 300.00
- f. **Health Department:**
12-1580 – MD2 Copelin’s Office Center \$10,000.00
- g. **Cleveland County Justice Center:**
12-1600 – CCJC2 Hagar Restaurant Services, Inc. \$ 500.00
- h. **Sheriff’s Department:**
12-1598 – CFBRE2 T.D.’s Radio, Inc. \$1,500.00
12-1599 – CFBRE2 Security Bankcard Center \$2,500.00

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

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

- 12-0003 – F2 11-2820 – T2A
- 12-0275 – SM2 11-4523 – T2A
- 11-5249 – T2A

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; George Skinner, 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	\$	671,022.75
b. Highway Fund		270,116.74
c. Health Fund		11,278.75
d. Sheriff Service Fee Fund		1,223.60
e. Sheriff Revolving Fund		10,368.95
f. SCA2010 Grant Fund		208.28
g. Treasurer’s Certification Fee Fund		432.81
h. Treasurer’s Sales Tax Cash Fund		608,599.98
i. County Clerk Preservation Fee Fund		10,077.37
j. County Detention Transition Fund		12,822.76
k. Fair Board Fund		6,138.09

FY 10/11

a. General Fund	\$	28,275.26
b. Highway Fund		5,340.24

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

(Clerk’s Note: The agenda was posted on September 2, 2011 at 8:35 a.m.)