

BOARD OF COUNTY COMMISSIONER'S

Minutes

November 14, 2011

The regularly scheduled meeting of the Board of County Commissioners was called to order this 14th day of November, 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 included: Melinda Duke, Brenda Wakeman, Dan Cary, James Williams, James Johnson, David Tinsley, Gayla Sukenis, Alan Jackson and Carrie Broeckelmann.

Rod Cleveland moved, seconded by Rusty Sullivan, to Approve the minutes of the Regular Meeting of November 7, 2011.

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

Upon the recommendation of Assistant Purchasing Agent Brenda Wakeman, George Skinner moved, seconded by Rusty Sullivan, to Award County Bid #EB-1530 – One Year (1) Non-Encumbered Contract for the Printing of Election Ballots for the County Election Board to Royal Printing. The bid term will be from November 15, 2011 through November 14, 2012. Although Royal Printing is not the lowest bidder, it is the best bid, Election Board Secretary Jim Williams said.

A memo from Jim Williams follows:



CLEVELAND COUNTY ELECTION BOARD
JIM WILLIAMS, SECRETARY

Memo To: Cleveland County Board of Commissioners

Memo From: Jim Williams, County Election Board Secretary

Date: November 4, 2011

RE: Ballot Printing Contract (County Bid #EB-1530)

Bids for the ballot printing contract were received from two vendors: Royal Printing Company (Oklahoma City, OK) and Mid-West Printing Company (Sapulpa, OK).

We acknowledge that the lowest bidder is Mid-West Printing and that in some elections the cost differential could be considered substantial (see attached bid sheet.) However, several factors should be considered when determining the “lowest and best” bid.

The Cleveland County Election Board has a long-standing, successful relationship with Royal Printing Company for supplying our election ballots. Not only have we never had a problem with their deliverables, but we have come to rely upon the peace of mind that they provide us regarding the accuracy, security and timeliness of printing and delivering our election ballots. In addition, we find their responsiveness and attention to detail to be unmatched in the industry.

The state of Oklahoma is undergoing a major facelift in 2012 regarding voting equipment and ballot printing. The new system requires digital printing rather than offset printing, which has never been a requirement in Oklahoma. Royal Printing Company has installed new equipment and implemented appropriate procedures to accommodate the new printing requirements. They have been awarded the statewide ballot printing contract for the State Election Board. Mid-West Printing is currently in the process of implementing digital printing, but our understanding is that our ballots would be produced and delivered from a third-party owned, contracted facility.

Our agency remains committed to being a good steward of the taxpayer’s money. While we diligently and sincerely strive to save money whenever possible and practical, ballot printing is not something on which we can take any unnecessary risks -- especially in a critical election year full of many changes and accompanying new challenges. After careful consideration of the options at hand, my recommendation is that the bid from Royal Printing is in fact the “lowest and best” at this time.

Feel free to contact me with any questions.

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

Rusty Sullivan moved, seconded by Rod Cleveland, to renew the contract between the Cleveland County Sheriff’s Department and Moore Norman Technology Center to furnish law enforcement and school resource officer functions from July 1, 2011 to June 30, 2012 at MNTC Franklin Road Campus at a cost of \$99,827.80, which 1/12th will be paid monthly beginning August, 2011.

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

George Skinner moved, seconded by Rod Cleveland, to strike a County Burn Ban Resolution.
The vote was: Rusty Sullivan, yes; George Skinner, yes; Rod Cleveland, yes.
Motion carried.

Rusty Sullivan moved, seconded by Rod Cleveland, to Approve the October 2011 Monthly Reports of the following officers:

- a. David Tinsley, County Assessor
- b. Shari Kinney, Cleveland County Health Department
- c. Tammy Howard, Cleveland County Clerk
- d. Joe Lester, County Sheriff

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

Rod Cleveland moved, seconded by Rusty Sullivan, to Approve a Contract for Services between Cleveland County Health Department and Norman Regional Health Systems to provide chest x-rays for the purposes of diagnosis and control of Tuberculosis. The Health Department will pay a fee of \$67.00 for one view; \$72.00 for two views; \$106.00 for three views and \$135.00 for four views. The contract will run for one year from December 1, 2011 to November 30, 2012.

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

George Skinner moved, seconded by Rusty Sullivan, to Approve a Resolution to dispose of the following equipment and furniture in the Court Clerk’s Office and Judge’s Offices:

- a. #L218.1.80 Computer, mouse, keyboard Traded
- b. #L218.208 Laptop Traded

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

Rod Cleveland moved, seconded by Rusty Sullivan, to Approve a Resolution to dispose of the following equipment from the Cleveland County Sheriff’s Office:

- a. #B331.0197 Cadillac Escalade VIN/1GYEK13R8XR411596 Sold
- b. #B617.0051 SN/06123271 Bullet Proof Vest Junked
- c. #B617.0061 SN/NA Bullet Proof Vest Junked
- d. #B617.0054 SN/NA Bullet Proof Vest Junked
- e. #B617.0082 SN/08013173/74 Bullet Proof Vest Junked
- f. #B617.0074 SN/06149084 Bullet Proof Vest Junked
- g. #B617.0073 SN/061490901 Bullet Proof Vest Junked
- h. #B617.0043 SN/06123255 Bullet Proof Vest Junked
- i. #B617.0039 SN/06123261 Bullet Proof Vest Junked
- j. #B617.0068 SN/06149086 Bullet Proof Vest Junked
- k. #B617.0045 SN/06123263 Bullet Proof Vest Junked

l. #B617.0071 SN/06149097	Bullet Proof Vest	Junked
m. #B617.0048 SN/06123276	Bullet Proof Vest	Junked
n. #B617.0050 SN/06123269	Bullet Proof Vest	Junked
o. #B617.0081 SN/08013187/88	Bullet Proof Vest	Junked
p. #B617.0029 SN/05113370	Bullet Proof Vest	Junked
q. #B617.0055 SN/NA	Bullet Proof Vest	Junked

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

Rusty Sullivan moved, seconded by Rod Cleveland to Approve the following Emergency Purchase order for the Cleveland County Commissioner’s Office:

- a. Panco P.O. #2012-2583 \$7,819.42
(Emergency repair to heating and air system in County Office Building)
(Clerk’s note: #2012-2583 is the requisition number dated 10-28-11. Correct PO number is 2012-2550)

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 Determining Maximum Monthly Highway Expenditures:

T1A	\$	456,101.39
T1C	\$	1,069.53
T2A	\$	3,467,351.21
T2B	\$	24,885.64
<u>T3</u>	<u>\$</u>	<u>1,360,109.37</u>
Total Unrestricted	\$	5,309,517.14

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:

12-0266 – SM2	12-0062 – T2A
12-1167 – R2	12-0316 – T2A
12-1195 – SM2	12-0459 – T2A
	12-1386 – T2A
12-0185 – MD1C	12-1676 – T2A

The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, 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:**
 - 12-2840 – T2A Department of Central Services \$ 1,000.00
- b. **District #2 Warehouse:**
 - 12-2741– T2A Freeman Painting & Sandblasting \$ 4,500.00
 - 12-2846– T2A A Weldors Supply Inc. \$ 1,000.00
 - 12-2847– T2A Certified laboratories \$ 2,500.00
 - 12-2848– T2A Copelin’s Office Center \$ 500.00
 - 12-2849– T2A Jim Johnson Oil Company \$ 2,500.00
 - 12-2850– T2A Perfection Equipment Company, Inc. \$ 1,000.00

- c. **District #3 Warehouse:**
 - 12-2843– T2A Jim Johnson Oil Company \$ 1,500.00
 - 12-2844– T2A Dave’s Small Engine Repair, Inc. \$ 1,000.00
 - 12-2845– T2A Bruckner’s Truck Sales, Inc. \$ 2,500.00
- d. **County Commissioner’s Office:**
 - 12-2683 – D2 Eureka Water Company \$ 100.00
- e. **Building Maintenance:**
 - 12-2751 – SM2 American Elevator Company Inc. \$ 4,000.00
- e. **County Assessor:**
 - 12-2733 – H2 Digital Data Technologies Inc. \$ 6,000.00
- f. **Health Department:**
 - 12-2708 – MD1C Jimmy Longenbaugh, C/O \$ 300.00
 - 12-2834 – MD2 A.T. & T. \$ 7,000.00
 - 12-2839 – MD1C Melissa Johnson \$ 150.00
- g. **Sheriff’s Department:**
 - 12-2829 – CFBRE2 Copelin’s Office Center \$ 2,000.00
 - 12-2833 – CCJC2 Norman Stamp & Seal Company \$ 300.00
 - 12-2836 – CFBRE2 Mills Body Shop \$ 18,500.00
- h. **Cleveland County Fair Board:**
 - 12-2723– FF2 OPUBCO Communications Group \$ 1,500.00

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

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

<u>FY 11/12</u>	
a. General Fund	\$ 145,037.25
b. Highway Fund	114,958.18
c. Health Fund	8,491.69
d. Sheriff Service Fee Fund	23,868.26
e. Sheriff Revolving Fund	3,313.32
f. Drug Court Revolving Adult Fund	213.28
g. Fair Board Fund	134.60

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

There was no New Business to come before the Board.

There was no Miscellaneous Discussion.

Rod Cleveland moved, seconded by George Skinner, to recess the meeting until 9:45 a.m.
The vote was: George Skinner, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.

The Board of County Commissioners reconvened at 9:45 a.m. in meeting room 200 of the Cleveland County Office Building by Vice Chairman Rod Cleveland. Tammy Howard, County Clerk/Secretary, called roll and those present were:

Rod Cleveland, Vice-Chairman
Rusty Sullivan, Member
Tammy Howard, Secretary

Chairman George Skinner was absent.

Others present included: Jim Reynolds, Mona Nelson, Jim Williams, Paul Moses, Jerry Vincent, Rhonda Hall, David Tinsley, Carrie Broeckelmann, Angie Mead, Sam Woodfork and Peggy Laizure.

Carrie Broeckelmann with CivicPlus gave a presentation on consolidating county websites into one.

There being no other business to come before the Board, Rod Cleveland moved, seconded by Rusty Sullivan, to adjourn.

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

Motion carried.

(Clerk’s note: Agenda was posted November 10, 2011 at 8:51 a.m.)