

**BOARD OF COUNTY COMMISSIONER'S
MINUTES
March 5, 2012**

The regularly scheduled meeting of the Board of County Commissioners was called to order this 5th day of March, 2012, 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

Rusty Sullivan, Member, was absent.

Others present were: Assistant District Attorney David Batton, Melinda Duke, Denise Ellison, Brenda Wakeman, David Houck, Gayla Sukenis, Valerie Mattheus, Rhett Burnett, David Tinsley, Mona Nelson, Georgia Berry, James Johnson, Joel Pruett and Peggy Laizure.

George Skinner moved, seconded by Rod Cleveland, to table the minutes of the Regular Meeting of February 27, 2012 and March 1, 2012 Special Meeting.

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

Motion carried.

Upon the recommendation of Purchasing Agent Melinda Duke, George Skinner moved, seconded by Rod Cleveland, to award County Bid #HWY-1543 – Four-month (4) Non-Encumbered Contract for Tires and Tubes. The bid term will be from bid award date through four (4) months to multiple vendors per bid summary. Where low bid is not awarded, there is an explanation.

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

Motion carried.

Upon the recommendation of Assistant Purchasing Agent Brenda Wakeman, George Skinner moved, seconded by Rod Cleveland, to award County Bid#HWY-1544 – Non-Encumbered Contract for Road Oils, Emulsions and Sealants, for the County Commissioners. The bid term will be from March 7, 2012 through June 6, 2012. Where low bid is not awarded, there is an explanation.

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

Motion carried.

George Skinner moved, seconded by Rod Cleveland, to table action regarding possible or potential suggestions, ideas, uses, or dispositions for the old jail facility.

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

Motion carried.

George Skinner moved, seconded Rod Cleveland, to table action regarding proposed modifications, changes, or suggestions for the agenda format for the County Commissioners meetings.

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

Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the disposal of the following equipment in the Judge’s and Court Clerk’s Office which was traded:

- a. L218.233 LJ3005 Printer
- b. JCP305 Computer, keyboard and mouse
- c. JCP 347 Scanner Canon
- d. JCP 187 Printer Laser Jet 4050TN

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

Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the attached equipment to be Surplused from County Clerk’s Office and to be sent to the county auction March 9, 2012:

- a. F218-3 Neopost Mailing Machine
- b. F218-3A Neopost Scale
- c. F222-67 Computer
- d. F222-74 Monitor
- e. F222-75 Monitor
- f. F222-82 Computer
- g. F222-109 Computer Monitor
- h. F222-111 Computer Monitor
- i. F222-113 Computer Monitor
- j. F222-123 Computer Monitor
- k. F222-127 Computer Monitor

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

Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the attached equipment to be Junked from the County Clerk’s Office:

- a. F102-85 Brown Fabric Clerical Chair
- b. F105-95 Focus Desk
- c. F114-8 Roller Shelf
- d. F121-31 Rotary File
- e. F121-55 Rolodex Single Rotary
- f. F202-48 Calculator
- g. F202-56 Victoria Calculator
- h. F211-7 Olympus Digital Voice Rec.
- i. F213-23 Sharp Digital Copier
- j. F213-24 Lexmark Printer X646DTE
- k. F213-25 Lexmark Printer T644
- l. F226-4 Fax Machine
- m. F246-1 Brown Clock
- n. F247-2 Copy Holder
- o. F247-6 Copy Holder
- p. F270-2 Electric Pencil Sharpener
- q. F222-101 Computer Backup
- r. F222-104 Netgear Network Switch
- s. F222-105 Computer Switch
- t. F222-129 Computer
- u. F222-131 Computer
- v. F222-124 Computer Tower
- w. F222-125 Computer Monitor and Keyboard

- x. F222-20 Computer
- y. F222-36 Computer Power Backup
- z. F222-58 Computer
- aa. F222-68 Computer
- bb. F222-84 Server
- cc. F222-97 Computer
- dd. F222-99 Computer
- ee. F105-75 Modular Desk
- ff. F104-157 File Cabinet
- gg. F104-158 File Cabinet
- hh. F222-65 Computer Power Backup (Clerk’s note: This item should be numbered F222-55)
- ii. F102-105 Task Chair

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

Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the surplus Resolution for the Cleveland County Sheriff to be sold in auction:

- a. B331.0146 2005 White Crown Victoria VIN/2FAFP71W35X147445

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

Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve disposition of the following equipment for the Cleveland County Health Department that was surplus and transferred to Moore Police Department:

- a. #0327 Bookcase
- b. #SI-106.5 Bookcase
- c. #SI-106.15 Bookcase
- d. #SI-106.10 Bookcase
- e. #109.4 Storage Cabinet
- f. #1916 Computer Workstation
- g. #0723 Conference Table
- h. #110.6 Trapezoid Table
- i. #110.9 Table
- j. #110.10 Table
- k. #1327 Refrigerator
- l. #1894 Condenser
- m. #1892 Furnace
- n. #1893 Furnace
- o. #1664 Hot Water Heater
- p. #SI-104.12 File Cabinet
- q. #1379 File Cabinet
- r. #0047 Desk
- s. #0767 Side Arm Chair
- t. #1436 Chair
- u. #0337 Chair
- v. #0555 Executive Swivel Chair
- w. #0769 Executive Swivel Chair
- x. #0770 Executive Swivel Chair
- y. #0773 Executive Swivel Chair
- z. #1614 Chair

- aa. #1615 Chair
- bb. #1501 Executive Hi-Chair
- cc. #1462 Chair
- dd. #0724 Guest Chair
- ee. #0725 Guest Chair
- ff. #0726 Guest Chair
- gg. #0727 Guest Chair
- hh. #0728 Guest Chair
- ii. #0729 Guest Chair
- jj. #0730 Guest Chair
- kk. #0731 Guest Chair
- ll. #0732 Guest Chair
- mm. #0733 Guest Chair
- nn. #0033 Bookcase

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

Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the disposal of the following equipment in the Court Clerk’s Office which was traded:

- a. J220-451 Elite 8000PC
- b. JCP309 Computer, mouse, keyboard
- c. J220-460 Computer 8200 Elite PC
- d. JCP337 DC7700PC

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

Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the disposing of the following inventory items for the Cleveland County Treasurer at public auction on March 9, 2012:

- a. C102.37 Wooden Arm Chair
- b. C102.38 Wooden Arm Chair
- c. C205.39 Pixma i90 Mobile Printer
- d. C213.32 Sharp Digital Color Copier/Printer
- e. C213.80 Hewlett Packard Printer
- f. C222.4 Gateway Laptop
- g. C222.15 Dell Monitor
- h. C222.16 Dell Monitor
- i. C222.72 Dell CPU Box
- j. C222.76 Dell CPU Box
- k. C222.81 Netgear Port Switches
- l. C222.83 IBM Flat Panel Monitor
- m. C201-42 IBM Typewriter
- n. C201-46 IBM Typewriter
- o. C201-54 IBM Typewriter
- p. C228-7 Letter Opener Conveyor

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

Motion carried.

George Skinner moved, seconded by Rod Cleveland, to table Action on surplus Resolutions of Lightbars to be Transferred from the Sheriff’s Office to Lexington, Slaughterville, Cedar Country and Wayne Fire Departments.

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|----|-----------|----|-----------|
| a. | B333.0014 | j. | B333.0023 |
| b. | B333.0015 | k. | B333.0034 |
| c. | B333.0016 | l. | B333.0035 |
| d. | B333.0017 | m. | B333.0036 |
| e. | B333.0018 | n. | B333.0037 |
| f. | B333.0019 | o. | B333.0038 |
| g. | B333.0020 | p. | B333.0039 |
| h. | B333.0021 | q. | B333.0040 |
| i. | B333.0022 | r. | B333.0041 |

The vote was: Skinner, yes; Cleveland, yes.
Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the February 2012 monthly report of Jim Reynolds, County Treasurer.
The vote was: Skinner, yes; Cleveland, yes.
Motion carried.

Rod Cleveland moved, seconded by George Skinner, to approve the agreement between the Cleveland County Commissioners and the City of Oklahoma City for street improvements at SE 104th, 149th and SW 119th streets.
The vote was: Skinner, yes; Cleveland, yes.
Motion carried.

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

| | |
|---------------|--------------|
| 12-0315 – T2A | 12-2632– T2A |
| 12-0334 – T2A | 12-3024– T2A |
| 12-2126 – T2A | |

The vote was: Skinner, yes; Cleveland, yes.
Motion carried.

Rod Cleveland moved, seconded by George Skinner, to Approve the following Blanket Purchase Orders submitted from the following Departments:

- | | | |
|--|-----------------------------------|-------------|
| a. <u>Cleveland County Commissioner’s Office:</u> | | |
| 12-4392 – R2 | The Norman Transcript | \$ 5,000.00 |
| b. <u>District #3 Warehouse:</u> | | |
| 12-4344 – T2A | Grissoms LLC | \$ 1,000.00 |
| 12-4370 – T2A | Pearson Lumber & Home Care Center | \$ 500.00 |
| 12-4371 – SA2 | Noble Hardware | \$ 500.00 |
| 12-4380 – T2A | Edward’s Canvas, Inc. | \$ 500.00 |
| 12-4382 – T2A | Wayest Safety, Inc. | \$ 500.00 |
| c. <u>Cleveland County Building Maintenance:</u> | | |
| 12-4334 – SM2 | Cox Communications, Inc. | \$ 300.00 |
| d. <u>Cleveland County Assessor’s Office:</u> | | |
| 12-4259 – H2 | Copelin’s Office Center | \$ 3,000.00 |

| | | |
|---|-----------------------------|-------------|
| e. <u>Cleveland County Treasurer’s Office:</u> | | |
| 12-4337 – C2 | Financial Equipment Company | \$ 3,300.00 |
| f. <u>Cleveland County Sheriff’s Office:</u> | | |
| 12-4342 – CFBRE2 | Home Depot Credit Services | \$ 1,000.00 |
| 12-4396 – CFBRE2 | O’Reilly Automotive | \$ 1,000.00 |
| 12-4397 – CFBRE2 | Palace Auto Supply, Inc. | \$ 1,000.00 |
| 12-4398 – CCJC2 | Copelin’s Office Center | \$ 1,000.00 |
| 12-4399 – CFBRE2 | Copelin’s Office Center | \$ 2,000.00 |
| 12-4401 – CFB2 | R & J Automotive | \$ 500.00 |
| g. <u>Cleveland County Fair Board:</u> | | |
| 12-4356 – FF2 | Copelin’s Office Center | \$ 750.00 |

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

Motion carried.

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

FY 11/12

| | |
|---------------------------------------|--------------|
| a. General Fund | \$ 42,133.97 |
| b. Highway Fund | 27,786.35 |
| c. Health Fund | 9,200.14 |
| d. Sheriff Service Fee Fund | 3,422.26 |
| e. Sheriff Revolving Fund | 3,211.77 |
| f. SCA2010Grant Fund | 195.94 |
| g. County Clerk Preservation Fee Fund | 11,154.85 |
| h. Treasurer’s Sales Tax Fund | 666,671.39 |
| i. Fair Board Fund | 4,051.46 |

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

Motion carried.

There was no new business to come before the Board.

There was no Miscellaneous Discussion.

There being no further business to come before the Board, Rod Cleveland moved, seconded by George Skinner, to Adjourn.

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

Motion carried.

(Clerk’s note: Agenda was posted March 1, 2012 @4:32 p.m.)