

BOARD OF COUNTY COMMISSIONER'S

MINUTES

July 16, 2012

The regularly scheduled meeting of the Board of County Commissioners was called to order at 9:00 a.m. this 16th day of July, 2012, in meeting room 200 of the Cleveland County Office Building by Vice Chairman Rusty Sullivan. Tammy Howard, County Clerk/Secretary, called roll and those present were:

Rusty Sullivan, Vice Chairman
Mark Meyer, First Deputy, District 1
Tammy Howard, Secretary

Rod Cleveland, Chairman, and George Skinner, Member, were absent.

Also present were: Assistant District Attorney Mark Gibson, David Tinsley, Christi Morren, Melinda Duke, Keri Lyles, Valorie Mattheus, Joel Pruett, Darry Stacy, Terran Manning, Neil Vickers, Lisa Winters, Kate Butler, Annette Pretty, Joe Lester, Carrie Davis and Peggy Laizure.

Rusty Sullivan moved, seconded by Mark Meyer, to table the minutes of the regular meeting of July 9, 2012.

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.
Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to approve the Lease between Cleveland County Facilities Authority and Crossroads Youth and Family Services for 9,899 square feet of space leased at 1650 W. Tecumseh Road from July 1, 2012 through June 30, 2013 in the amount of \$22,176.00.

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.
Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to approve the Agreement between Cleveland County Facilities Authority and Crossroads Youth and Family Services to provide Emergency Shelter to homeless, abused, neglected and abandoned children from July 1, 2012 through June 30, 2013 in the amount of \$225,000.00.

(Clerk's note: The agreement is between the Board of County Commissioners and Crossroads Youth and Family Services.)

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.
Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to approve the June, 2012 Monthly Report of the following officers:

- a. Shari Kinney, Cleveland County Health Department
- b. Jim Williams, Cleveland County Election Board
- c. Rhonda Hall, Cleveland County Court Clerk
- d. David Tinsley, Cleveland County Assessor

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.
Motion carried.

After asking Chief Davis if she could wait another week on the contract, Rusty Sullivan moved, seconded by Mark Meyer, to table the Amendment #2 for Food Service with Aramark Correctional Services, LLC for the F. DeWayne Beggs Detention Center.

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to approve the Renewal of Storage Lease between the County Clerk and Underground Vaults & Storage, Inc. for storage of back-up records. The term of the contract will be from July 1, 2012 through June 30, 2014, all prices per contract. Tammy Howard said it was the same contract as last year and the cost varied depending on if the documents were on disk or microfilm, etc. (Clerk’s note: The end date of the contract is June 30, 2013.)

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to dispose of the following equipment for the Cleveland County Health Department which was junked:

- a. #1509 Computer table
- b. #1587 Computer workstation
- c. #0028 Desk
- d. #0622 Bookcase
- e. #0056 Desk
- f. #0057 “L” Desk Extension
- g. #0012 Desk, double ped w/lock
- h. #0553 Legal file

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to approve the Annual maintenance agreement renewal between the Cleveland County Election Board and Summit Mailing & Shipping Systems, Inc. for \$700.00 annually for the new fiscal year July 1, 2012 through June 30, 2013.

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to renew the agreement between Cleveland County District #3 and James Supplies. LLC for the lease of 19 oxygen/acetylene cylinders for the period July 1, 2012 through June 30, 2013 in the amount of \$42.00 per cylinder for a total of \$798.00.

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to renew the contract between the Cleveland County Assessor and Colorado Customware Inc. for July 1, 2012 through June 30, 2013, at a cost of \$68,380.00. Last year, the cost was \$63,727.00.

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to approve the agreement between the Board of County Commissioners and Pictometry International Corp for Pictometry Connect – 100 in the amount of \$1,500.00 annually effective at approval date.

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to approve the change order from the Oklahoma Department of Transportation in the amount of \$4,410.00 for additional work at the Buckhead Creek and Willow Creek Bridge sties (sites).

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to strike the following Cash Fund Appropriations Lapsed Balance from FY 2009-2010: (Placed on agenda by mistake).

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

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

a. District 1 Warehouse:

13-588 – T2A	KSM Exchange, LLC	\$ 1,500.00
13-589 – T2A	G.W. VanKeppel Company	\$ 2,000.00
13-651 – T2A	Jem Glass & Service Inc.	\$ 500.00

b. District 2 Warehouse:

13-565 – T2A	A Weldors Supply, Inc.	\$ 750.00
13-566 – T2A	American Logo & Sign, Inc.	\$ 750.00
13-567 – T2A	Anything Goes, Inc.	\$ 500.00
13-568 – T2A	Certified Laboratories	\$ 3,000.00
13-569 – T2A	Danny Jester	\$ 500.00
13-570 – T2A	Don’s Mobil Lock Shop, Inc.	\$ 500.00
13-571 – T2A	Edward’s Canvas, Inc.	\$ 1,000.00
13-613 – T2A	Fastenal Industrial & Constr. Supplies	\$ 1,000.00
13-614 – T2A	Forest Lumber Company Inc.	\$ 750.00
13-615 – T2A	Industrial Specialties	\$ 750.00
13-616 – T2A	Interstate Batteries	\$ 500.00
13-617 – T2A	Lowe’s Companies, Inc.	\$ 500.00
13-618 – T2A	Maxwell Supply Company	\$ 500.00
13-619 – T2A	McPherson Machine Shop	\$ 750.00
13-620 – T2A	Mid-Continent Truck Sales, Inc.	\$ 750.00
13-621 – T2A	Noble Farm and Building Supply LLC	\$ 500.00
13-622 – T2A	Norman Tag Agency	\$ 500.00
13-623 – T2A	P & K Equipment	\$ 1,000.00
13-624 – T2A	Perfection Equipment Company, Inc.	\$ 750.00
13-625 – T2A	Standard Steel Company, Inc.	\$ 750.00
13-626 – T2A	Sears Commercial One	\$ 500.00
13-627 – T2A	T & W Tire	\$ 500.00
13-628 – T2A	Thomas Wire Rope, Inc.	\$ 500.00
13-629 – T2A	Wayest Safety, Inc.	\$ 500.00
13-630 – T2A	Warren Cat	\$ 2,500.00
13-631 – T2A	J & R Commercial Radiator, Inc.	\$ 500.00
13-632 – T2A	United Engines	\$ 750.00
13-633 – T2A	Vulcan Signs	\$ 1,000.00
13-634 – T2A	Occupational Health Centers Southwest	\$ 750.00
13-635 – T2A	Superco Specialty Products	\$ 1,000.00
13-636 – T2A	UniFirst	\$ 1,200.00
13-637 – T2A	Steve’s Wholesale Distributors	\$ 500.00

c. District 3 Warehouse:

13-548 – T2A ATC Freightliner Group – Oklahoma City \$ 1,000.00
13-642 – T2A Grissoms LLC \$ 1,000.00

d. Building Maintenance:

13-540 – SM2 Spectrum Paint Company, Inc. \$ 500.00

f. Cleveland County Health Department:

13-602 – MD1C Amy Brown \$ 50.00

g. Cleveland County Sheriff:

13-595 – CCJC2 77 Auto & Collision Repair LLC \$ 200.00
13-640 – CFBC2 Aramark Correctional Services, LLC \$ 12,000.00

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Rusty Sullivan moved, seconded by Mark Meyer, to approve the Certificate of Requesting Officers on Blanket Purchase Order Numbers:

12-0018 – F2	12-5266 – CFBRE2	
12-0034 – SP2		
12-0262 – SM2	12-2047 – CFBSCAGrnt2	
12-0307 – C2		
12-0361 – C2	12-2474 – FF2	
12-0364 – C2	12-2723 – FF2	
12-1262 – F2	12-4691 – FF2	
12-1317 – H2	12-5676 – FF2	
12-2998 – SM2	12-5736 – FF2	
12-4944 – C2		
12-0146 – MD2	12-0056 – T2A	12-4723 – T2A
12-0147 – MD2	12-0282 – T2A	12-4834 – T2A
12-0156 – MD1C	12-0292 – T2A	12-4998 – T2A
12-0158 – MD1C	12-0347 – T2A	12-5061 – T2A
12-0177 – MD1C	12-0850 – T2A	
12-0183 – MD1C	12-2325 – T2A	
12-0230 – MD2	12-2327 – T2A	
12-0235 – MD2	12-2637 – T2A	
12-0244 – MD2	12-3067 – T2A	
12-0253 – MD2	12-3159 – T2A	
12-1817 – MD2	12-3255 – T2A	
12-2218 – MD2	12-3258 – T2A	
12-2834 – MD2	12-3650 – T2A	
12-3696 – MD2	12-3654 – T2A	
12-3912 – MD2	12-3722 – T2A	
12-4774 – MD2	12-3790 – T2A	
12-5101 – MD2	12-3868 – T2A	
12-5430 – MD2	12-4073 – T2A	
12-5560 – MD1C	12-4206 – T2A	
12-5845 – MD2	12-4236 – T2A	
	12-4508 – T2A	
	12-4518 – T2A	
	12-4551 – T2A	
	12-4610 – T2A	

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

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

FY 12/13

a. General Fund	\$	30,972.00
b. Highway Fund		4,929.80
c. Health Fund		907.84
d. Treasurer Certification Fee Fund		613.00
e. Fair Board Fund		133.87

FY 11/12

a. General Fund	\$	89,313.34
b. Highway Fund		126,971.93
c. Health Fund		27,260.56
d. Sheriff Service Fee Fund		980.44
e. Sheriff Commissary Fund		4,020.33
f. Sheriff Jail Fund		62.99
g. Sheriff Revolving Fund		24,541.44
h. SCA2010 Grant Fund		698.21
i. County Clerk Preservation Fee Fund		13,279.00
j. Fair Board Fund		1,327.68

The vote was: Rusty Sullivan, yes; Mark Meyer, yes.

Motion carried.

Under New Business, Rusty Sullivan read a memo from Rod Cleveland concerning the south parking lot and handicap parking for employees. A copy of the letter follows. Cleveland and Wes Brannon met with City of Norman staff and explained the differences between closing and vacating the alley. Handicap parking also was discussed and the possibility of using part of the old detention compound for employee handicap parking.



**Cleveland County
Commissioner
District 1**

Memo

To: Rusty Sullivan, George Skinner
From: Rod Cleveland
CC: Carol Dillingham
Date: 7/13/2012
Re: South Park Lots

Rusty, George

Wes and I met with the City of Norman staff (Steve Lewis, Terry Floyd, Shawn O’Leary & Jeff Bryant) on Tuesday about the purposed parking lot off of Eufaula and the current parking lot off Symmes.

I wanted to meet with the city to get an update on the status of the closure of the ally and to get their input. I expressed my reason for wanting to close the ally so to make the two lots seamless as one. Wes also went over the aesthetic improvements. The city staff really appreciated what we are doing. The city staff’s opinion was that applying for closure was a better idea than vacating the ally.

Proceeding with scheme “B” and at the same time applying for the closer of the ally can be done simultaneously. We do not need to wait on the approval of the application. If and when the closer application is approved we can do a change order to make access between the two lots.

Handicap parking was talked about also. One thought that was talked about was assigning handicap parking in what is now the “old detention compound.” The compound could be reconfigured to accommodate 5 to 7 handicap parking spots and leave room to fence off a secure area for deputies to bring detainees for court. This would be a secure for Cleveland County employees and these employees could have their county id’s reprogrammed to allow access to the north door.

Below are the discussion points that Wes and I worked out. EST, Inc. will need to finalize the plans using the scheme “B”

- Scheme ‘B’ will be submitted for review and approval
- Simultaneous application for ‘Closing’ not *vacating* of the existing alley will be submitted by the Trust through the City of Norman
- Re-design of all handicap parking to be considered for review and approval to be located in the current paving section of the existing drive lane to the abandoned jail sally port entrance entering north from Eufaula Street to satisfy the required ADAG percentages for all parking spaces in the Contract Document improvements
- Reposition West Elevation ‘South’ Parking Lot entrance to comply with the City of Norman standards relative to the intersection of Jones/Symmes Street
- The Pelco Ornamental Lighting fixtures will be submitted under base bid with the Holophane and Lithonia fixtures submitted in the Contract Documents as an Add/Deduct Alternate

Rusty Sullivan said that they were real busy in the middle of road season.

Sheriff Joe Lester gave Rusty Sullivan a copy of a jail report that noted as of today’s date, the head count of prisoners in the F. DeWayne Beggs Detention Center is 381. A copy of the memo follows.

JOSEPH K. LESTER
SHERIFF



OFFICE OF THE
CLEVELAND COUNTY SHERIFF
128 SOUTH PETERS AVENUE
NORMAN, OKLAHOMA 73069
405-701-88
www.ccsso-ok.us

July 16, 2012

Commissioner Rod Cleveland
Commissioner George Skinner
Commissioner Rusty Sullivan
203 S. Jones, Suite 260
Norman, OK. 73069

Dear Cleveland County Commissioners,

As of today's date the head Count of the prisoners in the F. DeWayne Beggs Detention Center is currently at 381.

Thanks,

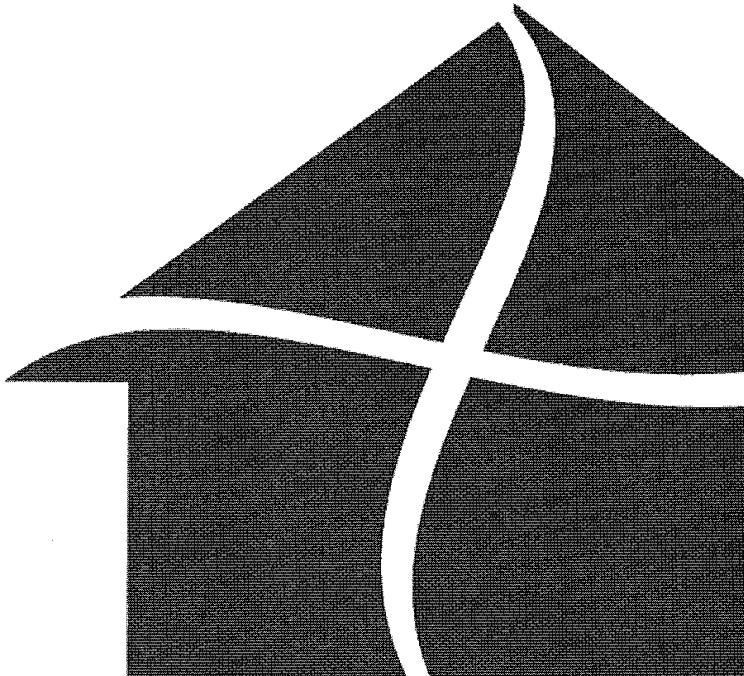
A handwritten signature in black ink, appearing to read "Joe Lester", is written over the typed name. The signature is fluid and cursive.

Joe Lester,
Sheriff

Lisa Winters, Crossroads Youth and Family Shelter thanked the Board for the support for the Shelter and for the support the county has given the shelter since 1969. She said 295 children were served last year and the average stay was 8 and one-half days. Seventy-eight percent were from Cleveland County the biggest reason for the children was abuse or neglect. The shelter is open 365 days and holidays and birthdays are celebrated to help the children feel at home. She also introduced Neil Vickers, a member of the board, Terran Manning, director, and Kate Butler, HR director and legal counsel to the shelter. A copy of the report follows.

Report to the Cleveland County Commission

The Cleveland County Emergency Youth Shelter



Crossroads Youth & Family Service

1333 West Main

Norman, Oklahoma 73069

Contact: Terran Manning, Director of Youth Services

Phone (405) 321-0240

Email: terranm@crossroadsyfs.com



Crossroads Youth & Family Services, Inc.

FY 2012 Youth Shelter Report

July 1, 2011 through June 30, 2012

FY 2012 Yearly Statistics

Quick Facts		
	Total Intakes	225
	Total Kids Served	295
	Shelter Care Days	2,900
	Average Daily Attendance	7.9
	Average Length of Stay	8.4
Gender		
	Males	119
	Females	106
Resident Ages		
	0-5	49
	6-10	27
	11-13	39
	14-17	110
Custody		
	Parents	51
	Department of Human Services	115
	Police Protective Custody	59
Residence		
	Norman	100
	Moore	60 78%
	South Cleveland County	17
	McClain County	16
	Oklahoma County	20
	Other Counties in State	9
	Out of State	3
Reason for Admission		
	Family Crisis	17
	Runaway	10
	Abuse Allegations	51
	Police Protective Custody	58
	DHS Referred	77
	In Need of Supervision	12

Monthly Statistics for FY 2012

Month	Days	kids prior	Intakes	Kids Served	Stay	Under 5's	Child Care Days	Daily Attendance
Jul, 2011	31	8	19	27	6.3	7	224	7.2
Aug, 2011	31	7	18	25	8.2	6	261	8.4
Sept, 2011	30	4	24	28	7.3	6	237	7.6
Oct, 2011	31	7	16	23	9.9	2	289	8.0
Nov, 2011	30	5	19	24	6.8	7	205	6.8
Dec, 2011	31	2	19	21	9.1	5	241	7.8
Jan, 2012	31	5	14	19	10.3	4	235	7.6
Feb, 2012	29	4	14	18	9.8	2	196	7.0
Mar, 2012	31	9	12	21	13.4	2	225	7.3
Apr, 2012	30	6	19	25	9.3	2	264	8.8
May, 2012	31	5	25	30	7.5	2	245	7.9
Jun, 2012	30	8	26	34	7.0	4	278	9.3
TOTALS		70	225	295	8.4	49	2,900	7.9

HUMAN INTEREST STORY:

“Maria” is a 15 year old girl who was originally placed in our shelter to wait for a foster home. Prior to coming here she had been “AWOL” for 3 months and had a history of running away a lot from placements. When she first arrived in our shelter, “Maria” was very sullen. She barely spoke to anyone and would just sit on the couch all day. The first few days she was here, she wouldn’t eat or bathe. It was difficult to get her to do anything. “Maria” ended up being in this shelter for 3 months. During that time we saw her blossom from a couch potato to a smiling, laughing talkative young woman. The girl who would barely move became very outgoing, interacting well with peers and staff. The girl who would not bathe began to take pride in her appearance and was very helpful in keeping the shelter clean. The girl who would not eat became very helpful in the kitchen and developed a healthy appetite.

When she finally began opening up to us, she let us know of all the placements that she had been in, that she had not felt like she could trust anyone. She let us know that she felt safe here and felt that the staff here really cared about her. She admitted to having thoughts of running away earlier during her shelter stay. Once a foster home became available, she was sad and reluctant to leave. Staff let her know to do her part to make the placement work. She left tearfully. We have been able to speak with her caseworker on several occasions and to this day, “Maria” remains in the foster home and is doing well. She has also called occasionally to let us know how she’s doing.

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Rusty Sullivan moved at 9:20 to adjourn, seconded by Mark Meyer.
 The vote was: Rusty Sullivan, yes; Mark Meyer, yes.
 Motion carried.

(Clerk’s note: Agenda was posted July 13, 2012 @8:19 a.m.)