

**BOARD OF COUNTY COMMISSIONER'S
MINUTES**

FEBRUARY 11, 2013

The regularly scheduled meeting of the Board of County Commissioners was called to order at 9:00 a.m. this 11th day of February 2013, in meeting room 200 of the Cleveland County Office Building by Chairman Rod Cleveland. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Rod Cleveland, Chairman
Rusty Sullivan, Vice-Chairman
Darry Stacy, Member
Tammy Belinson, Secretary

Also present were: Assistant District Attorney James Robertson, David Tinsley, Joe Lester, Susan Moffat, Rhett Burnett, Melinda Duke, Keri Lyles, Jim Williams, Denise Ellison, Valorie Mattheus, Gayla Sukenis, James Johnson, Trent Bourland, Jacob McHughes, Dan Cary, Stan Lewis, Heath Hans, Joy Hampton, Linda Atkins and Peggy Laizure.

Darry Stacy moved, seconded by Rod Cleveland, to approve the Minutes of the Regular Meeting of February 4, 2013.

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

Upon the recommendation of Assistant Purchasing Agent Keri Lyles, Rod Cleveland moved, seconded by Darry Stacy, to accept the bids and to table the awarding and/or rejection of County Bid #COM2-1591 – The Cleveland County District #2 Commissioner has Scrap Metal for Sale by Sealed Bid.

The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.

Upon the recommendation of Purchasing Agent Melinda Duke, Rod Cleveland moved, seconded by Rusty Sullivan, to table County Bid #HWY-1589 – Six month (6) Non-Encumbered Contract for Tires and Tubes. The bid term will be from March 5, 2013 to September 4, 2013.

The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.

Upon the recommendation of Purchasing Agent Melinda Duke, Darry Stacy moved, seconded by Rusty Sullivan, to award County Bid #COM2-1590 – The Purchase and Delivery of an E7 Basic Engine to fit into a 2001 Ch613 Truck for the District #2 County Commissioner to low bidder Bruckner's at \$11,838.96.

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

Rod Cleveland moved, seconded by Darry Stacy, to approve the following process and procedures pertaining to the Board of County Commissioner Agendas and changing the Board of County Commissioners meeting time:

1. County Commissioner’s office will prepare the BOCC Agenda and post it.
2. Move the deadline for agenda items requested to be placed on the agenda after deadline must be approve by member of BOCC.
3. Move the deadline for posting of agenda to Thursday at 5:00 p.m.
4. Institute a 1 week elapsed time period for items to be placed on the agenda unless approved by a member of BOCC.
5. All contracts and documents to be placed on the agenda must be original documents, completed and signed by all parties.
6. All agenda request items must include all supporting documentation.
7. Approve payment of purchase orders and review by department in BOCC meeting during item discussion.
8. Add a prayer to precede the BOCC being called to order.
9. Move the BOCC meeting time from 9:00 a.m. to 1:00 p.m.

The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.

Rusty Sullivan, moved, seconded by Rod Cleveland, to table action on the Proposal from AIP for Facility Assessment and Master Planning. Heath Hans with AIP addressed the Board in regards to their proposal to inspect each county owned building to determine the use now and in the future. Commissioner Sullivan asked Mr. Hans for the number of other counties AIP has worked with and Commissioner Sullivan also asked for the cost. Mr. Hans stated that AIP has worked with approximately fourteen counties.

The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.

Sheriff Joe Lester reported 387 prisoners, of which 85 are ready to go to the Department of Corrections. Eight are waiting for judgments and sentencing. The report presented by Sheriff Lester is on the following page:

JOSEPH K. LESTER
SHERIFF



OFFICE OF THE
CLEVELAND COUNTY SHERIFF
128 SOUTH PETERS AVENUE
NORMAN, OKLAHOMA 73069
405-701-8888
www.ccsso-ok.us

February 11, 2013

Commissioner Rod Cleveland
Commissioner Rusty Sullivan
Commissioner Darry Stacy
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 387.

Thanks,

A handwritten signature in black ink, appearing to read "Joseph K. Lester", with a long horizontal line extending to the right.

Joseph K. Lester,
Sheriff

Upon the recommendation of Assistant District Attorney James Robertson, Rod Cleveland moved, seconded by Darry Stacy, to strike the contract between the Cleveland County Board of County Commissioners and Wes Brannon, C.A. Services for service through June 30, 2013.

Robertson said there was no contract.

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

Motion carried.

Rusty Sullivan moved, seconded by Darry Stacy, to grant the request of First Christian Church/Mustang Club to use the Cleveland County Health Department Moore parking lot during their car show on May 11, 2013.

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

Motion carried.

Darry Stacy moved, seconded by Rusty Sullivan, to approve the Resolution to adopt the updated FIRM Maps approved by the Cleveland County Floodplain Board and to keep the current Cleveland County Floodplain Damage Prevention Regulations in place.

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

Motion carried.

Darry Stacy moved, seconded by Rusty Sullivan, to approve the Notice of Publication of a full and complete report of all county employees and their salaries paid annually.

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

Motion carried.

Rusty Sullivan moved, seconded by Darry Stacy, to appoint Aaron Hansel as a receiving officer for Cleveland County Health Department accounts MD2, MD3 and MD3B to replace Regina Bryan, who is retiring.

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

Motion carried.

Darry Stacy moved, seconded by Rusty Sullivan, to remove Josh Insel as Receiving Officer and Appoint David Hale as new Receiving Officer on Sheriff Department Accounts CCJC1C, CCJC2, CCJC3, and CFBJ2, to accept and sign for deliveries at the F. DeWayne Beggs Detention Center.

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

Motion carried.

Darry Stacy moved, seconded by Rusty Sullivan, to approve the Data Center Service Level Agreement between the Cleveland County Sheriff’s Office and OneNet for March 1, 2013 through February 28, 2014 at an annual rate of \$300.00.

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

Motion carried.

Rusty Sullivan moved, seconded by Darry Stacy, to approve the January 2013 Monthly Report of the following Officers:

- a. Jim Williams, County Election Board Secretary
- b. Tammy Belinson, County Clerk
- c. Jim Reynolds, County Treasurer
- d. David Tinsley, County Assessor
- e. Rhonda Hall, Court Clerk
- f. Joseph Lester, County Sheriff
- g. Shari Kinney, Health Department

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

Darry Stacy moved, seconded by Rusty Sullivan, to declare the following Equipment from the County Clerk’s Office surplus to be junked:

- a. #F268-6 Martin Yale 3000CC Shredder

The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.

Rusty Sullivan moved, seconded by Darry Stacy, to declare the following state-owned Equipment from the Court Clerk’s and Judges’ Office surplus and to be traded:

- a. JCP261 Wasp Barcode Laser Scanner with stand
- b. L218.204 DC 2600 PC Computer 7600
- c. L218.245 Office Jet Pro 8600 Printer

(Clerk’s note: Item b. should read DC 7600 PC Computer)

The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.

Rod Cleveland moved, seconded by Darry Stacy, to declare the following Equipment from Cleveland County District #1 surplus and to be junked:

- a. D330-35 Telescoping Pruner
- b. D330-36 Chainsaw
- c. D330-37 Chainsaw
- d. D699-12 Eye Wash Station
- e. D423-8 Delta Drill Press
- f. D421-022 Work Bench

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

Rod Cleveland moved, seconded by Rusty Sullivan, to declare the following equipment from Cleveland County District #1 surplus and to be traded:

- a. D305-47 Motor Grader
- b. D305-48 Motor Grader

The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.

Rusty Sullivan moved, seconded by Darry Stacy, to amend the Contract between the Board of County Commissioner, Cleveland County, Oklahoma and The City of Norman, Oklahoma. The amendment is to correct the term dates listed under item 10 in original contract approved by the Board of Cleveland County Commissioners on June 25, 2012, Index #2012-255. This hereby amendment corrects the agreement term dates from July 1, 2012 to June 30, 2013. All other terms and conditions will remain in effect with no changes.

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

Motion carried.

Darry Stacy moved, seconded by Rusty Sullivan, to approve the Resolution Determining Maximum Monthly Highway Expenditures:

T1A	\$ 613,044.28
T1C	\$ 2,083.72
T2A	\$ 4,704,638.69
T2B	\$ 37,997.46
T3	\$ 1,130,828.13
<u>Total Unrestricted</u>	\$ 6,488,592.28

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

Motion carried.

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

13-0237 – B2A	13-0620 – T2A	13-2664 – T2A
13-1521 – CCJC2	13-0708 – T2A	13-3322 – T2A
13-2728 – CCJC2	13-2430 – T2A	
13-2739 – B2A	13-2433 – T2A	
	13-2529 – T2A	
13-2714 – CFBSCA1A	13-2530 – T2A	

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

Motion carried.

Darry Stacy moved, seconded by Rusty Sullivan, to approve the following Blanket Purchase Orders submitted for the following Departments:

a. County Commissioners:

13-3898 – D2	Copelin’s Office Center	\$ 500.00
13-3905 – R2	The Norman Transcript	\$ 5,000.00

b. Building Maintenance:

13-3896 – SM2	American Elevator Company, Inc.	\$ 3,000.00
13-3901 – SM2	American Elevator Company, Inc.	\$ 1,000.00
13-3902 – SM2	Atlas Green Lawn	\$ 1,000.00

c. District #3 Warehouse:

13-3783 – T2A	W. W. Grainger, Inc.	\$ 750.00
13-3790 – T2A	Dave’s Small Engine Repair, Inc.	\$ 1,000.00
13-3793 – T2A	W.W. Grainger, Inc.	\$ 1,000.00
13-3803 – T2A	O’Reilly Automotive	\$ 500.00
13-3831 – T2A	Alfred and Coy A. Keesee	\$ 750.00
13-3836 – T2A	ATC Freightliner Group – Oklahoma City	\$ 750.00
13-3885 – T2A	Edward’s Canvas, Inc.	\$ 750.00

d. County Clerk’s Office:

13-3879 – CFFP2	Sooner Copy Machines	\$ 3,500.00
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e. Fair Board:

13-3822 – FF2	Copelin’s Office Center	\$	750.00
13-3823 – FF2	OPUBCO Communications Group	\$	1,000.00

f. County Sheriff’s Office:

13-3837 – CFBRE2	Taser International	\$	500.00
13-3876 – CCJC1C	Oklahoma Turnpike Authority	\$	400.00
13-3906 – B2A	Copelin’s Office Center	\$	1,000.00

The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.

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

FY 12/13

a. General Fund	\$	607,881.29
b. Highway Fund		140,235.05
c. Health Fund		4,299.97
d. Sheriff Service Fee Fund		125.28
e. Sheriff Commissary Fund		4,015.23
f. Sheriff Cleveland County Justice Center Fund		167,426.52
g. Sheriff Revolving Fund		5,444.62
h. Sheriff Criminal Alien Assistant Grant Fund		1,732.50
i. Treasurer Certification Fee Fund		738.16
j. Treasurer Sales Tax Fund		634,219.86
k. County Clerk Preservation Fee Fund		15,419.59
l. Fair Board Fund		4,804.69

FY 11/12

a. General Fund	\$	960.00
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The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

Rusty Sullivan moved, seconded by Darry Stacy, to go into Executive Session pursuant to 25 § 307 et. seq. to discuss with counsel regarding the position of the Cleveland County Emergency Manager/Safety director and employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.

Darry Stacy moved, seconded by Rusty Sullivan, to return to open session. Assistant District Attorney James Robertson said the only item discussed was the position of the Cleveland County Emergency Manager/Safety director and employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee and no votes were taken.

The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

Rod Cleveland moved, seconded by Rusty Sullivan, to offer the position of Cleveland County Emergency Manager/Safety Director to George Mauldin. Darry Stacy said there were nine outstanding applicants. A committee of Darry Stacy, Dan Cary, and Association of County Commissioners of Oklahoma Safety Director Dale Freck interviewed the candidates last week.

The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.

There was no New Business to come before the Board.

Darry Stacy said snow was predicted for Tuesday and his crews were ready to go. He also asked the residents to be patient. Rod Cleveland said he would send letters to all county residents that applied for assistance from FEMA to build storm shelters. Safety Director Dan Cary said although there is no money available now the county could apply for another grant in the future.

No Public Comments came before the Board.

Rusty Sullivan moved, seconded by Darry Stacy, to recess at 10 a.m. and to reconvene the meeting at the F. DeWayne Beggs Detention Center, 2550 W. Franklin Road, Norman, OK at 1:00 p.m. Tammy Belinson, County Clerk, was asked to accompany the commissioners.

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

Motion carried.

1:00 P.M. – Rod Cleveland moved, seconded by Rusty Sullivan, to reconvene the meeting to conduct the yearly jail inspection of the Cleveland County Jail as required by statute. Those present during the inspection were Rod Cleveland, Darry Stacy, Rusty Sullivan, Tammy Belinson, James Robertson and Carrie Davis. Sheriff Joe Lester was present for a portion of the jail inspection.

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

Motion carried.

Jail Inspection took place.

2:12 P.M. – Rod Cleveland moved, seconded by Rusty Sullivan, to adjourn the meeting.

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

Motion carried.

(Clerk’s Note: The agenda was posted February 8, 2013 at 8:52 a.m.)