

BOARD OF COUNTY COMMISSIONER'S
MINUTES

AUGUST 19, 2013

Pastor Steve Lance, representing Noble Assembly of God Church, led in Prayer and Pledge of Allegiance.

The regularly scheduled meeting of the Board of Cleveland County Commissioners was called to order this 19th day of August 2013 in the conference room of the County Office Building by Chairman Rusty Sullivan. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

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

Others present were: Assistant District Attorney Jim Robertson, Assistant District Attorney Heather Darby, Trent Bourland, Wanda Danley, Jim Williams, Melinda Duke, Keri Lyles, Gayla Sukenis, George Mauldin, Joy Hampton, Rhett Burnett, Keith Reed, Ian Ellis, Katie Culp, Shelley Raney and Linda Atkins.

After the reading of the minutes of the meeting of August 12, 2013, and there being no additions or corrections, Darry Stacy moved that the minutes be approved. The motion was seconded by Rod Cleveland.

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

A. Bid Openings:

1. Upon the recommendation of Purchasing Agent Melinda Duke, Rusty Sullivan moved, seconded by Rod Cleveland, to accept the bids for awarding and/or rejecting at a later date for **BID#-HD-1624** – Removal of Old Carpet and the Purchase & Installation of new Carpet and Porcelain Tile for the Cleveland County Health Department located at 250 12th Ave. NE, Norman, OK.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.

The bids, each accompanied by properly executed non-collusion forms are as follows:

CLEVELAND COUNTY BID SUMMARY						
List of Individual Bidders						
	Metro Flooring & Design - Bid #1	Metro Flooring & Design - Bid #2	Carpet Concepts	Scott Rice	OPES, Inc.	
BID: #HD-1624						
DEPT: Health Department						Awarded To:
DATE OPENED: 8-19-13	1	2	3	4	5	Tabled on 8-19-13
List of Individual Items						
Removal of Old Carpet and the						
Purchase and Installation of New						
Carpet and Porcelain Tile						
at the Cleveland County Health						
Department, 250 12th Avenue, NE						
Norman, OK.						
PROPOSAL:						
On-Site Inspection Made: Y or N	No Bid	No Bid	No Bid	YES	YES	
Installation Start Date:	(Found Affidavit signed and notarized still in envelope.	There was no affidavit in bid envelope.	Affidavit was signed but not notarized.	2 weeks from purchase order issuance	9-3-13	
Completion Date:	Will be put on 8-26-13 Agenda to be accepted by Commissioners)			within 30 days of work initiation.	10-4-13	
TOTAL BID PRICE:				\$32,340.54	\$42,600.00	
				includes bonding costs		
Exceptions/Comments:				The owners original flooring is no longer available. The enclosed bid is for a very close match.	None	
Contact Information:						
Name:				Chuck Lawrence	Thomas Diaz	
Title:				Workspace Consultant	President	
Address:				7501 N Broadway OKC, OK 73116	330 W Gray St., Ste. 135 Norman, OK 73069	
Telephone:				405-848-2224	405-360-2911	
Fax:				405-848-3999	405-360-2914	
NON-COLLISION AFFIDAVIT:						
				YES	YES	

2. Upon the recommendation of Purchasing Agent Melinda Duke, Rusty Sullivan moved, seconded by Darry Stacy, to accept the bids for awarding and/or rejecting at a later date for **BID#-SHE-1625** – To purchase white multipurpose paper in bulk for use in laser and inkjet printers, multifunction, fax machines, copiers and offset printing press for the Cleveland County Detention Center. The vote was: Rod Cleveland, yes; Rusty Sullivan, yes Darry Stacy, yes. Motion carried.

The bids, each accompanied by properly executed non-collusion forms are as follows:

CLEVELAND COUNTY BID SUMMARY				
List of Individual Bidders				
	Bill Warren Office Products	Office Depot	Transcript Press	
BID: #SHE-1625	1	2	3	
DEPT: Sheriff's Department				Awarded To:
DATE OPENED: 8-19-13				Tabled on 8-19-13
List of Individual Items				
To purchase White Multipurpose Paper in Bulk for use in laser and inkjet printers multifunction, fax machines, copiers and offset printing press, 20 lb. paper weight, target brightness 95-97, for Cleveland County Detention Center				
160 ctn (5000/ctn)				
PROPOSAL:				
Multipurpose Paper, White 8 1/2" x 11":				
Brand:	Business Choice	Office Depot ImagePrint Paper (SKU: 617206)	Radiant Laser Copy	
Brightness:	95	98	\$96.00	
Paper Weight Sz:	20#	20 lbs.	20#	
TOTAL BID PRICE:	\$5,412.00	\$4,958.40 (160 Ctns)	\$7.54 per 1,000 or \$6,032.00)	
25% Multipurpose Paper, Wht, 8 1/2" x 11":				
Brand:	Discovery	Office Depot 30% Recycled Content (SKU:258559)	Sugarmade 100% tree-free	
Brightness:	_____	92	92	
Paper Weight Sz:	20#	20 lbs	20#	
TOTAL BID PRICE:	\$7,374.08	\$30.99/Ctn (\$1,239.59/PL) \$4,958.40 (4 PLs)	\$10.97 per 1,000 or \$8,776.00	
Approximate delivery time:	2 weeks	within 7 business days	2 days on Radiant 10 days on Sugarmade	
Exceptions:	_____	Pricing will be firm for 30 days from the bid closing date. Orders must be placed in quantities of 40 cartons.	The recycled paper I am quoting is 100% recycled. It's made from sugacane and bamboo. (No Trees)	
Name:	Jeff Warren	Randall Green	Lance Knight	
Title:	Vice-President	Verticla Market Manager, Public Sector	General Manager	
Address:	1233 Sovereign Row Oklahoma City, OK 73108	11 E Glegern Ave. Edmond, OK 73034	222 E Eufaula St. Norman, OK 73069	
Telephone:	405-947-5676	817-739-8561	405-360-7999	
Fax:	405-943-3660	405-348-5981	405-360-8129	
NON-COLLISION AFFIDAVIT:	YES	YES	YES	

B. Old Business:

1. Upon the recommendation of Assistant Purchasing Agent Keri Lyles, Rusty Sullivan moved, seconded by Rod Cleveland, to award as per bid summary and where low bid is not awarded there is an explanation for **BID# –HWY-1622** – Six-Month (6) Non-Encumbered Contract for Tires and Tubes. The bid term will be from September 5, 2013 through March 4, 2014.
The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.
2. Upon the recommendation of Assistant Purchasing Agent Keri Lyles, Rusty Sullivan moved, seconded by Rod Cleveland, to award as per bid summary and where low bid is not awarded there is an explanation for **BID#-HWY-1623** – Three-Month (3) Non-Encumbered Contract for Road Oils, Emulsions and Sealants for the County Commissioners. The bid term will be from September 7, 2013 through December 6, 2013.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.

C. Items of Business:

1. Rod Cleveland moved, seconded by Darry Stacy, to approve the **Intergovernmental Agreement** between The Board of County Commissioners and Oklahoma Water Resources Board to perform Discovery for Lower Canadian-Walnut Watershed in the amount of \$2,000.00.
The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.
2. Darry Stacy moved, seconded by Rod Cleveland, to approve the **Resolution** to Designate August 23rd as Joe Castiglione Day for Cleveland County Government. Chairman Sullivan said that the planning committee for the conference scheduled on Friday, August 23, 2013, has invited Joe Castiglione to be the keynote speaker for the SW CODA and is submitting the Resolution designating that day as Joe Castiglione Day.
The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.
3. Darry Stacy moved, seconded by Rod Cleveland, to accept Donations from Wal-Mart Stores to the Cleveland County Sheriff’s Office for the **“Less fortunate Families in Cleveland County Program”**: Wal-Mart Check #212 in the amount of \$1,000.00; Wal-Mart Check #277 in the amount of \$700.00; and Wal-Mart Check #2734 in the amount of \$1,400.00; for a total donation of \$3,100.00.
Undersheriff Rhett Burnett said that it is a community policing program that they have started to try to identify a family from every area of the county at Christmas time that is less fortunate to ensure that the children have a Christmas. Wal-Mart will

only provide checks so that each Wal-Mart Store gets credit within their corporation for their work and that will be put into a separate account. A Purchase Order will be used to purchase Wal-Mart Cards to give to these people so they can have a Christmas.

Darry Stacy said, “Thank you for doing that. I think it is wonderful.”

Chairman Sullivan said that he commends the Sheriff’s Office for undertaking this program as well.

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

Motion carried.

4. Rod Cleveland moved, seconded by Darry Stacy, to approve the Notice of Appointment of Cleveland County Health Department Receiving Officer Amanda James to replace Sarah Ashmore on Accounts MD2, MD3, and MD3B.

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

Motion carried.

5. Darry Stacy moved, seconded by Rusty Sullivan, to approve the **Notice** of Appointment of Cleveland County Health Department Requesting Officer Keith Reed, Administrator to replace Shari Kinney on Accounts MD1A, MD1C, MD2, MD3, and MD3B.

Chairman Sullivan introduced Keith Reed to the audience and said that Mr. Reed had worked for the Sheriff’s Department for many years before becoming Administrator at the Cleveland County Health Department.

Keith Reed said, “Thank you very much. I look forward to working with all of you.”

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

Motion carried.

6. Rod Cleveland moved, seconded by Darry Stacy, to approve the **Resolution** for Disposing of #F102-157 Black Medium Multi-Tilter Office Chair from the County Clerk’s Office. This item is to be declared surplus and junked.

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

Motion carried.

7. Upon the recommendation of Assistant District Attorney Jim Robertson, Darry Stacy moved, seconded by Rod Cleveland, to approve **Option #2 of the Agreement**, as amended by the District Attorney’s Office, between The Board of Cleveland County Commissioners and Sam B. Rose Oil & Gas Properties, Inc. to lease 0.61065 net mineral acres. In Section 7-6N-1W.

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

Motion carried.

8. Darry Stacy moved, seconded by Rod Cleveland, to approve the following **Blanket Purchase Orders** submitted for the following Departments:

District #1:

14-1293 T2A	Warren Cat	\$ 4,000.00
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District #2:

14-1300 T2A	UniFirst	\$ 1,000.00
14-1317 T2A	Bruckner’s Truck Sales	\$ 1,500.00
14-1319 T2A	Fastenal Industrial	\$ 1,000.00
14-1320 T2A	Fleet Pride	\$ 1,500.00
14-1321 T2A	Fred’s Tire & Battery	\$ 1,000.00
14-1322 T2A	Jones Tire	\$ 750.00
14-1323 T2A	KSM Exchange	\$ 1,500.00
14-1324 T2A	MHC-Kenworth	\$ 1,200.00
14-1325 T2A	O’Reilly Automotive	\$ 1,000.00
14-1326 T2A	Palace Auto Supply	\$ 2,000.00
14-1327 T2A	Steve’s Wholesale	\$ 1,000.00
14-1328 T2A	UniFirst	\$ 1,000.00
14-1329 T2A	New Pig Corp.	\$ 750.00
14-1349 T2A	C & P Auto Electric	\$ 1,000.00

District #3:

14-1304 T2A	T&W Tire	\$ 2,500.00
14-1305 T2A	OCT Equipment	\$ 500.00
14-1338 T2A	KSM Exchange	\$ 2,500.00
14-1339 T2A	Alfred and Coy A Keesee	\$ 1,000.00
*14-1340 T2A	Bruckner’s Truck Sales	\$ 2,000.00

*(Clerk’s Note: #14-1349 is the requisition number and the P.O. # is #14-1330.)

Building Maintenance:

14-1297 SM2	Paradise Equipment Services	\$ 1,000.00
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Commissioners Office:

14-1235 R2	The Norman Transcript	\$ 5,000.00
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County Clerk:

14-1334 CFF2	The Norman Transcript	\$ 800.00
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Fair Board:

14-1243 SF2	WCA Waste	\$ 1,500.00
14-1244 SF2	Crossland’s A&A Rent-All	\$ 3,400.00
14-1336 FF2	Automatic Fire Control	\$ 1,300.00

Health Board:

14-1232 MD2	Fastenal Industrial	\$ 300.00
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OSU Extension:

14-1231 E2	Nasco * Fort Atkinson	\$ 400.00
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Sheriff’s Dept:

14-1233	CCJC2	Forest Lumber Co.	\$	500.00
14-1252	B2A	Copelin’s Office Center	\$	1,000.00
14-1260	CFBC2	Aramark Correctional Serv.	\$	25,000.00
14-1262	CCJC2	Aramark Correctional Serv.	\$	48,000.00
14-1337	B2A	W.W. Grainger	\$	300.00

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

9. Darry Stacy moved, seconded by Rod Cleveland, to approve the **Certificate of Requesting Officers** on Blanket Purchase Order Numbers:

FY 12/13

General:

13-0001-F2 13-4384-F2

Highway:

13-3530-T2A 13-4335-T2A

Health:

13-0387 MD2 13-3990-MD2

FY 13/14

General:

14-0081-CCJC2 14-0082-CCJC2

Highway:

14-0298-T2A

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

10. Rod Cleveland moved, seconded by Darry Stacy, to approve the following **Purchase Orders** for Payment of Personal Services, Travel, Maintenance & Operation, and Capital Outlay from:

FY 13/14

a.	General Fund	\$	162,738.45
b.	Highway Fund	\$	11,892.70
c.	Health Fund	\$	7,115.21
d.	District Attorney Incarceration Fund	\$	2,901.61
e.	Sheriff Commissary Fund	\$	8,651.39
f.	County Clerk Preservation Fund	\$	1,907.39
g.	Fair Board Fund	\$	17,118.13

FY 12/13

a.	General Fund	\$	204.86
b.	Highway Fund	\$	7,771.48
c.	Health Fund	\$	53.11
d.	Sheriff Revolving Fund	\$	94,380.00

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

D. There was no **new business** to come before the **Board** for discussion.

E. Commissioner’s Discussions regarding County Business:

Darry Stacy said that, as of Friday, August 16th, 2013 in the unincorporated area, what they had picked up through the County for tornado debris was right at 36,000 cubic yards of construction debris and 65,000 cubic yards of vegetative debris. The construction debris is being taken to a land fill in Oklahoma City and the vegetative debris is being ground into mulch to be recycled. It will save the County money insofar as not having to take it to the land fill. He said that things are much improved on the east side of the County as concerns the cleanup. He said that a Town Hall meeting was held last Saturday on August 17, 2013 and the County’s Emergency Manager George Mauldin was there along with many other representatives from FEMA, Business Administrations, Insurance Commissioner’s Office and Attorney General’s Office. The representatives were there to answer questions and it was revealed that a few people still had issues that required their help and it was an opportunity to provide them the assistance that they needed. He said that today (August 19th, 2013) is the last day to sign up for assistance from FEMA. He said that the relief effort has been successful and added that the response from the government officials that came to assist was very impressive. He expressed his appreciation to George Mauldin for facilitating the Town Hall meeting.

Chairman Rusty Sullivan said that District #3 road crews are chipping and sealing roads and will complete their projects. He added that construction on the south parking lot should be completed within the next two weeks.

F. There were no comments made from the **Public**.

G. Darry Stacy moved, seconded by Rod Cleveland, to go into **Executive Session for the purpose of discussing the following:** Pursuant to 25 O.S. 2001 307.B.1, Discussion with Counsel regarding employment, promotion, demotion, salary, disciplining or resignation of Building Maintenance Employees.

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

H. Rod Cleveland moved, seconded by Darry Stacy, to reconvene the regular meeting.

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

- I. Assistant District Attorney James Robertson said no votes were taken and no action was taken while in Executive Session regarding **Action to report Regarding Executive Session on the following:** Pursuant to 25 O.S. 2001 307.B.1, Regarding employment, promotion, demotion, salary, disciplining or resignation of Building Maintenance Employees.

- J. There being no further business to come before the Board, Darry Stacy moved that the meeting be adjourned at 1:50 pm. The motion was seconded by Rod Cleveland. The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes. Motion carried.

(Clerk’s Note: Agenda was posted on August 16, 2013 at 8:12 am.)