

# BOARD OF COUNTY COMMISSIONER'S

## MINUTES

DECEMBER 23, 2013

Darry Stacy led in prayer and the pledge of allegiance.

The regularly scheduled meeting of the Board of Cleveland County Commissioners was called to order this 23<sup>rd</sup> day of December 2013, in the meeting Room 200 of the Cleveland County Office Building by Chairman Rusty Sullivan. Roll was called by Tammy Belinson, County Clerk/Secretary, and those present were:

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

Others present were: Assistant District Attorney Heather Darby, Melinda Duke, Keri Lyles, Rhett Burnett, Valerie Mattheus, Gayla Sukenis, Jacob McHughes, Ken Schmitz, Randy Simmons, Christine Cartmell, Andy Rieger, Stephen Koranda, George Mauldin and Linda Atkins.

After the reading of the minutes of the Regular Meeting of December 16, 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: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.

Motion carried.

### A. Bid Opening:

1. Upon the recommendation of Assistant Purchasing Agent Keri Lyles, Darry Stacy moved, seconded by Rod Cleveland, to accept the bids and to **table** the awarding and/or rejecting of the bids until a later date due to so many line items for **BID# - HWY-1647** – Four (4) Month Non-Encumbered Contract for Bulk Oils, Lubricants & Antifreeze for the County Commissioners. The Bid term will be from January 22, 2014 through May 21, 2014.

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

Motion carried.

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

<b>CLEVELAND COUNTY BID SUMMARY</b>					
List of Individual Bidders					
		Hooten Oil Company, Inc.	Jim Johnson Oil Co.		
BID: #HWY-1647 DEPT: Commissioner's DATE OPENED: 12-23-13					
		1	2		
				<b>Award To:</b>	
Non-Encumbered Contract for Bulk Oils, Lubricants & Antifreeze for the County Commissioners.				Tabled on 12-23-13	
<b>The bid term will be from</b>					
<b>January 22, 2014</b>					
<b>May 21, 2014</b>					
Contact Person:		Randy Ritter	John Andrade		
Title:		_____	_____		
Address:		12583 HWY 99 Seminole, OK 74868	PO Box 66 El Reno, OK 73036		
Telephone Number:		800-256-4590	405-262-1966		
Fax Number:		405-382-5232	405-262-6368		
NON-COLLUSION AFFIDAVIT:		YES	YES		

- Upon the recommendation of Purchasing Agent Melinda Duke, Rusty Sullivan moved, seconded by Rod Cleveland, to **accept** the bid and to **table** the awarding and/or rejecting of the bid until a later date for **BID# - CA-1648** – Contract for a qualified Geographic Information System Consultant to provide a professional software suite and service to clean, analyze and share their data; using spatial analytics that will fully integrate with the County’s current CAMA, for the Cleveland County Assessor’s Office.

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:

<b>CLEVELAND COUNTY BID SUMMARY</b>		
<b>List of Individual Bidders</b>		
	<b>The Schneider Corporation</b>	
BID: #CA-1648		
DEPT: ASSESSOR'S		
DATE OPENED: 12-23-13		
	1	
<b>List of Individual Items</b>		<b>Awarded To:</b>
Contract for a qualified Geographic Information System Consultant to provide a professional software suite and services to clean, analyze and share their data; using spatial analytics that fully integrate with the County's current CAMA, for the Cleveland County Assessor's office.		Tabled on 12-23-13
<b>TOTAL BID PRICE:</b>	\$12,000.00	
<b>Vendor's Exceptions/Statement:</b>	_____	
<b>Contact Information:</b>		
Contact Person:	Andrew Harrison	
Title:	_____	
Address:	8901 Otis Avenue Indianapolis, IN 46216	
Telephone Number:	317-826-7100	
Fax Number:	317-826-7200	
Email:	<a href="mailto:aharrison@schneidercorp.com">aharrison@schneidercorp.com</a>	
NON-COLLUSION AFFIDAVIT: PA-102(1982)	YES	

3. Upon the recommendation of Purchasing Agent Melinda Duke, Rusty Sullivan moved, seconded by Rod Cleveland, to **accept** the bids and to **table** the awarding and/or rejecting of the bids until a later date for **BID# - COM-1649** – The purchase of

one (1) or more 2013 or newer Dump Trucks for the Cleveland County Commissioners.

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:

<b>CLEVELAND COUNTY BID SUMMARY</b>			
<b>List of Individual Bidders</b>			
BID: <b>#COM1-1649</b>		<b>Enid Mack Sales, Inc.</b>	
DEPT: Commissioner's			
DATE OPENED: 12-23-13		1	
<b>List of Individual Items</b>			<b>Awarded To:</b>
Lease/Purchase of one (1) or more, 2013 or newer Dump Trucks, for the ClevelandCounty Commissioners.			Tabled on 12-23-13
<b>OPTION #1 - Outright Purchase Price</b>			
MAKE:		Mack	
MODEL:		CHU613	
YEAR:		2014	
MILEAGE:		NEW	
OUTRIGHT PURCHASE PRICE:		\$118,482.00	
<b>WARRANTY:</b>		2 yr- 250,000 miles major components	
<b>OPTION #2 - 60 Month Lease With Purchase Option:</b>			
MAKE:		Mack	
MODEL:		CHU613	
YEAR:		2014	
MILES:		NEW	
Purchase Price:		\$118,482.00	
Interest Rate:		2.65%	
Number of Payments:		60	
Monthly Payment:		\$2,169.68	
Residual Value at the end of Lease (if any):		\$0.00	
<b>APPROXIMATE DELIVERY DATE:</b>		60 days or less after Bid Award (add 90 days to delivery if change to	
<b>OPTION #3 - Optional Equipment</b> - Add Price if transmission is changed to an automated manual transmission with no clutch pedal or an automatic transmission. <del>\$</del>		\$7000 for Automated Manual	
		\$10,000 for automatic	
<b>Used Truck Trade-In Value:</b>			
1996 CH613 Mack Truck with Heil Bed; VIN#1M2AA1845TW068647:		\$12,000.00	* All used dump trucks can be used by cleveland county until new trucks are delivered.
1998 CH613 Mack Truck w/1/2 Round Dump Bed; VIN#1M2AA18Y4WW091700:		\$17,000.00	
2007 Ch613 Mack Truck with OX Dump Bed; VIN#1M2AJ06737W009153:		\$50,000.00	
Exceptions:		No Exceptions to specifications	
<b>CONTACT INFORMATION:</b>			
Contact Person:		Ken Schmitz	
Title:		Gov. Sales. Coord.	
Address:		PO Box 5009 Enid OK 73702	
Telephone Number:		405-570-6374	
Fax Number:		580-233-9757	
NON-COLLUSION AFFIDAVIT:		YES	

**B. Old Business:**

1. Upon the recommendation of Purchasing Agent Melinda Duke, Darry Stacy moved, seconded by Rod Cleveland, to **reject** all bids and to rebid the Heavy Duty Four-Post Truck Lifts only for **BID# - COM2-1642** – The Purchase and Installation of two (2)

Heavy Duty Four-Post Truck Lifts, (one 30,000 lb. and one 12,000 lb.) and one (1) Heavy Duty High-Rise Transmission Jack for the Cleveland County District #2 Commissioner.

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

2. Upon the recommendation of Purchasing Agent Melinda Duke, Rusty Sullivan moved, seconded by Rod Cleveland, to **award** the low bid of A-MAYS-ING Lawns in the amount of \$20.00 per man hour for **BID# - HD-1644** – One-Year (1) Non-Encumbered Contract for Lawn Care Services for the Cleveland County Health Department located at 250 12<sup>th</sup> Avenue, N.E., Norman, Oklahoma. The bid term will be from January 1, 2014 through December 31, 2014 with the option to renew up to two (2) more years.

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

3. Upon the recommendation of Assistant Purchasing Agent Keri Lyles, Rusty Sullivan moved, seconded by Darry Stacy, to **award** as per bid summary to multiple vendors for **BID# - SHE-1645** – Prisoner Transportation for the Cleveland County Sheriff’s Office.

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

4. Upon the recommendation of Purchasing Agent Melinda Duke, Rod Cleveland moved, seconded by Darry Stacy, to **award** Option #1 to Enid Mack Sales, Inc., in the amount of \$111,991.00 each for two trucks and the used tractor truck trade-in value is awarded to Bruckner’s Truck Sales in the amount of \$54,299.00 each for two trucks for **BID# - COM1-1646** – Lease/Purchase for one (1) or more, 2013 or newer Truck Tractor for the Cleveland County District #1 Commissioner.

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

### C. Items of Business:

1. Upon the recommendation of Assistant District Attorney Heather Darby, Rusty Sullivan moved, seconded by Darry Stacy, to **strike** from the agenda the approving of an **Agreement** between the Cleveland County Commissioners on behalf of the Cleveland County Sheriff Department and the University of Oklahoma on behalf of the Department of Sociology regarding the Inside-Out Prison Exchange where eligible Students enrolled at the University may engage in an educational experience as outside participants and Cleveland County inmates engage in an educational experience as inside participants. This agreement will be effective January 1, 2014 through June 30, 2014 or until terminated by either party.

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

2. Darry Stacy moved, seconded by Rod Cleveland, to **approve** the **Alcoholic Beverage Tax** in the amount of \$41,547.75.

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

Motion carried.

3. Rod Cleveland moved, seconded by Darry Stacy, to **approve** the **Resolution** Disposing of \*Unit#L220.525 Computer, SN/2UA04500HV to be disposed of by the Court Clerk and traded back to the State.

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

Motion carried.

(\*Clerk’s Note: Unit#L220.525 as per Rhonda Hall, Court Clerk, should read Unite #J220.525.)

4. Darry Stacy moved, seconded by Rod Cleveland, to **approve** the following **Cash Fund Appropriations:**

a.	Co. Assessor’s Revolving Fund	\$	314.00
b.	Bridge Capital Improvement Fund	\$	40.78
c.	Co. Bridge and Road Improvement Fund	\$	49,919.19
d.	Co. Commissioners Building Fund	\$	21.50
e.	Co. Clerk’s Lien Fee Fund	\$	2,012.70
f.	Co. Clerk’s Preservation Fee Fund	\$	22,884.06
g.	County Health Fund	\$	30,139.49
h.	Court Clerk Revolving Fund	\$	10,525.77
i.	DA Incarceration Cost Fund	\$	576.40
j.	Drug Court Revolving Adult Fund	\$	1,426.00
k.	Co. Fair Board Fund	\$	11,159.78
l.	Highway Unrestricted Fund	\$	459,971.68
m.	Sales Tax Fund	\$	708,072.06
n.	Sheriff Courthouse Security Service Fee Fund	\$	3,110.86
o.	Co. Sheriff Federal Share Revenue Fund	\$	6.95
p.	Co. Sheriff Justice Assistance Grant Fund	\$	2,000.00
q.	Co Sheriff Revolving Fund	\$	163,933.00
r.	Co. Sheriff Service Fee Fund	\$	45,734.73
s.	Co. Sheriff Jail Fund	\$	6,854.32
t.	Co. Treasurer Certification Fee Fund	\$	3,990.00

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

Motion carried.

5. Rod Cleveland moved, seconded by Darry Stacy, to **approve** the following **Cash Fund Lapsed Balances:**

a.	Co. Assessor’s Revolving Fund	\$	8.60
b.	Co. Clerk’s Lien Fee Fund	\$	6,419.24
c.	Co. Clerk’s Preservation Fee Fund	\$	9,465.95
d.	DA Incarceration Cost Fund	\$	571.43
e.	Co. Fair Board Fund	\$	19,134.77
f.	Highway Unrestricted Fund	\$	507,746.33
g.	Sheriff Cleveland County Justice Center Fund	\$	56.76

h.	Co. Sheriff Commissary Fund	\$	14,621.72
i.	Sheriff Courthouse Security Service Fee Fund	\$	87.69
j.	Co. Sheriff Federal Share Revenue Fund	\$	2,173.16
k.	Co. Sheriff Revolving Fund	\$	100,136.64
l.	Co. Sheriff Service Fee Fund	\$	72,791.40
m.	Co. Sheriff Property Forfeiture Fund	\$	61,289.77
n.	Co. Treasurer Certification Fee Fund	\$	8,575.88

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

6. Darry Stacy moved, seconded by Rod Cleveland, to **approve the November 2013 Monthly Report** of the following Officers:

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

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

7. Rod Cleveland moved, seconded by Darry Stacy, to **approve the October 2013 County Sheriff Cash Bond Report.**

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

14-3245	T2A	Dave’s Small Engine	\$	1,200.00
14-3246	T2A	Atwood’s	\$	500.00
14-3247	T2A	Fox Building Supply	\$	1,200.00
14-3261	T2A	Warren Cat	\$	4,000.00
14-3298	T2A	UniFirst	\$	1,500.00

**District #2**

14-3240	T2A	Perfection Equipment Co.	\$	2,000.00
14-3262	T2A	Harbor Freight tools	\$	750.00
14-3263	T2A	Don’s Mobil Lock Shop	\$	500.00
14-3264	T2A	Eureka Water Company	\$	500.00
14-3265	T2A	Maxwell Supply Co.	\$	500.00
14-3267	T2A	Inland Truck Parts Co.	\$	750.00
14-3268	T2A	Hydradyne Hydraulics	\$	1,500.00
14-3270	T2A	C & P Auto Electric	\$	500.00

**Commissioners Office:**

14-3190	R2	Women’s Resource Center	\$	19,999.98
14-3192	R2	Mary Abbott Children’s House	\$	19,999.98
14-3193	R2	Cleve. Co. PFA	\$	2,425.80

**Building Maint:**

14-3233	SM2	Empire Paper Co.	\$	3,000.00
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**County Clerk:**

14-3218	CFFP2	Oklahoma Office Systems	\$	1,260.00
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**Fair Board:**

14-3223	FF2	OPUBCO	\$	750.00
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**Health Dept:**

14-3230	MD2	W.W. Grainger, Inc.	\$	1,000.00
14-3250	MD1C	Kaili Ortiz	\$	100.00

**OSU Extension:**

14-3260	E2	Sooner Copy Machines	\$	2,400.00
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**Sheriff’s Dept:**

14-3271	B2A	Don’s Mobil Lock Shop	\$	200.00
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The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.  
Motion carried.

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

**FY 13/14**

**General:**

14-0315-SM2	14-0316-SM2	14-0317-SM2	14-0340-R2
14-0343-R2	14-0351-R2	14-0618-B2A	14-1162-CCJC2
14-1761-B2A	14-1762-CCJC2	14-1771-B2A	14-1853-B2A

**Highway:**

14-0182-T2A	14-0189-T2A	14-0305-T2A	14-1092-T2A
14-1319-T2A	14-1594-T2A	14-1748-T2A	14-1756-T2A
14-1967-T2A	14-2456-T2A	14-2669-T2A	

**County Clerk Preservation:**

14-0694-CFFP2

**Fair Board:**

14-0120-FF2                      14-2405-FF2

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



Motion carried.

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

**FY 13/14**

a.	General Fund	\$	647,682.36
b.	Highway Fund	\$	342,914.68
c.	Health Fund	\$	261,836.73
d.	Sheriff Commissary Fund	\$	5,473.96
e.	Sheriff Revolving Fund	\$	8,629.30
f.	Sheriff Criminal Alien Assistance Grant Fund	\$	2,152.70
g.	Sheriff Justice Center Fund	\$	215,045.28
h.	Treasurer Sales Tax Fund	\$	672,633.82
i.	County Clerk Preservation Fund	\$	156.47
j.	County Clerk Lien Fee Fund	\$	24,658.35
k.	Fair Board Fund	\$	3,577.20*

(Clerk’s Note: Item “k,” the amount should be **\$3,577.22**, Fair Board Fund.)

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

Motion carried.

- D. There was no **New Business** to come before the Board for discussion.

**E. Commissioner’s Discussions regarding County Business:**

Commissioner District #2 Darry Stacy said that the county made it through another ice storm. He said that the road temperature was warm enough to prevent the snow and ice from accumulating. However, his road crews spent a lot of time removing fallen branches from the road and he advised motorists to drive with caution.

Commissioner District #3 Rusty Sullivan said that there were some limbs down in his district. He said that his district has been pro-active in reclaiming their right-of-ways so fortunately there were fewer limbs in the road ways this year due to their precautionary work paying dividends during the ice storm.

Commissioner District #1 Rod Cleveland said that he had considered a piece of equipment designed to screen rip rap rock. Following a brief discussion, Commissioners Sullivan and Stacy each indicated that they would like more information on the machinery and found the prospect of sharing the piece of equipment acceptable.

- F. There were no **comments** made from the **public**.

- G. There being no further business to come before the Board, Darry Stacy moved that the meeting be **adjourned** at 1:25 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 December 20, 2013 at 8:49 am.)

