

BOARD OF COUNTY COMMISSIONER'S

MINUTES

MAY 27, 2014

Conner Young led in **Prayer** and **Pledge of Allegiance**.

The regularly scheduled meeting of the Board of Cleveland County Commissioners was called to order this 27th day of May 2014 in the meeting Room 200 of the Cleveland County Office Building by Chairman Darry Stacy. Roll was called by Tammy Belinson, County Clerk/Secretary, and those present were:

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

Others present were: Assistant District Attorney Heather Darby, Keri Lyles, Melinda Duke, Rhett Burnett, David Tinsley, Bryant Rains, Susan Moffat, Valerie Mattheus, Gala Sukenis, Andy Rieger, Mona Nelson, Stephen Koranda, Jacob McHughes, George Mauldin, Christine Cartmell, Larry Hinton, Jessica Tevebaugh, Steve Mann, Bob Wood, Ellen Wood, Mary Stacy, Larry Stacy, Bonnita Brakefield, Conner Young, Kaylee Young, Katrina Young, Braden Young, Brandon Copass and Shelley Raney.

After the reading of the minutes of the Regular Meeting of May 19, 2014 and there being no additions or corrections, Rusty Sullivan 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 **award** to GET Imaging Inc., the only bidder which included a properly executed non-collusion form, for **Bid #CC-1675-** Transfer of Imaging Computer Documents to microfilm for the County Clerk. Price per image to create original silver 16 mm microfilm: Price per image: \$0.030; Length of Reel: 215 feet and Price per image to process duplicate silver copies of processed 16 mm microfilm: Price per image: \$0.00625; Length of Reel, 215 feet; Number of images per Reel: Minimum of (3) Books per roll. The bid term will be a one (1) year non-encumbered contract from July 1, 2014 through June 30, 2015 with the option to renew up to two (2) consecutive years.

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

B. Old Business:

1. Upon the recommendation of Assistant Purchasing Agent Keri Lyles, Darry Stacy moved, seconded by Rusty Sullivan, to **award** to the low bidder Silver Star Construction Company Inc. for **Bid #HWY-1674-** Four Months (4) Non-Encumbered Contract to provide Material and Installation of Asphaltic Concrete Base and Surface Coarse (Hot Mix/Hot Laid Asphalt). The bid term will be from June 10, 2014 through October 9, 2014.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.

C. Items of Business:

1. Bonnita Brakefield presented the Prudential Award to Kaylee Young. Chairman Stacy said that Kaylee Young has won the Prudential Spirit of Community Award which represents the United States largest youth recognition program, based solely on volunteer service. Seventeen year old Kaylee Young, a junior at Coach Academy and an active member of the Cleveland County 4-H Club, organized the dispersal of more than 1,800 Cool Ties that kept people cool as they cleaned up after the tornadoes that ripped through Cleveland County. Kaylee has made Cool Ties for the military troops for the past three years as well.
2. Rod Cleveland moved, seconded by Darry Stacy, to **approve** the **Contract** between Cleveland County Health Department and Norman Public Schools to provide instructional services for up to two children 3 years of age enrolled in the Early Foundations program for the Norman Public Schools. The Health Department will bill Norman Public Schools at a rate of \$833.00 per month for services up to three instructional assistants. Travel related to training for instructional assistants will be billed at a rate of \$0.56 per mile and shall not exceed costs authorized by the State Travel Reimbursement Act. The contract shall not exceed \$30,000.00 per program year and is to be effective July 1, 2014 through June 30, 2015.
The vote was: Rod Cleveland, yes; Rusty Sullivan, abstain; Darry Stacy, yes.
Motion carried.
3. Rod Cleveland moved, seconded by Darry Stacy, to **approve** the **Contract** between Cleveland County Health Department and Moore Public Schools to provide instructional services for up to two children 3 years of age enrolled in the Early Foundations program for the Norman Public Schools. The Health Department will bill Moore Public Schools at a rate of \$833.00 per month for services up to three instructional assistants. Travel related to training for instructional assistants will be billed at a rate of \$0.56 per mile and shall not exceed costs authorized by the State Travel Reimbursement Act. The contract shall not exceed \$30,000.00 per program year and is to be effective July 1, 2014 through June 30, 2015.
The vote was: Rusty Sullivan, abstain; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.

4. Rod Cleveland moved, seconded by Darry Stacy, to **approve the Agreement** between Norman Public Schools and Cleveland County Sheriff’s Office from July 1, 2014 through June 30, 2015. Agreement is for Teaching Services at the F. DeWayne Beggs Detention Center at no cost.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, abstain.
Motion carried.
5. Rod Cleveland moved, seconded by Darry Stacy, to **approve the Service Agreement** between Cleveland County Sheriff’s Office and Smiths Detection to provide On-Site Service to X-Ray Machines in the Courthouse for the period July 1, 2014 through June 30, 2015 in the amount of \$7,660.00.
The vote was: Rod Cleveland, yes; Rusty Sullivan, abstain; Darry Stacy, yes.
Motion carried.
6. Rusty Sullivan moved, seconded by Rod Cleveland, to **approve the Notice of Requesting Officer** to appoint Joseph K. Lester, Rhett Burnett and Patty Cox (Alternate as Requesting Officers on all Sheriff Office Accounts Currently listed and Account CFBG4).
The vote was: Rusty Sullivan, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.
7. Rod Cleveland moved, seconded by Rusty Sullivan, to **approve the Notice of Receiving Officer** to appoint Valerie Mattheus and Gayla Sukenis as Receiving Officers on all Sheriff Office Accounts Currently listed and Account CFBG4.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes.
Motion carried.
8. Rod Cleveland moved, seconded by Darry Stacy, to **approve the Renewal** of the annual copier Maintenance Agreement between the Cleveland County Purchasing Department and One Source for a Bizhub C360, Serial #OED011008018. Agreement includes all labor, parts and supplies. Black and White copies will be billed monthly at \$.0065 per copy and color copies will be billed monthly at \$.065 per copy. The agreement term is from July 1, 2014 through June 30, 2015.
The vote was: Rod Cleveland, yes; Rusty Sullivan, abstain; Darry Stacy, yes.
Motion carried.
9. Rod Cleveland moved, seconded by Darry Stacy, to **approve the Service Agreement** between The Board of County Commissioners on behalf of Cleveland County Building Maintenance and Sooner Copy Machines, Inc. for parts, labor, and supplies on a Sharp MX4501N: ID#2672, S/N65034563. Black and White copies will be billed monthly at \$.0075 per copy and color copies will be billed monthly at \$0.07 per copy. The agreement term is from July 1, 2014 through June 30, 2015.
The vote was: Rusty Sullivan, abstain; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.

- 10.** Rod Cleveland moved, seconded by Darry Stacy, to **approve the Service Agreement** between The Board of County Commissioners on behalf of Cleveland County Treasurer’s Office and Sooner Copy Machines, Inc. for parts, labor, and supplies on a Hewlett Packard 4250 Check Printer w/MICR ink with a per copy charge of \$0.05 Black/White copies. The agreement term is from July 1, 2014 through June 30, 2015. The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, abstain. Motion carried.
- 11.** Rod Cleveland moved, seconded by Darry Stacy, to **approve the Service Agreement** between The Board of County Commissioners on behalf of Cleveland County Treasurer’s Office and One Source Managed Company for parts, labor, and supplies on a Konica Minolta Bizhub C360, Konica Minolta Bizhub C364, and ten (10) Konica Minolta Bizhub C360E. Black and White copies will be billed monthly at \$0.0071 per copy and color copies will be billed monthly at \$0.049 per copy. Service on two (2) Hewlett Packard 602x with Black and White copies to be billed monthly at \$0.0151 per copy. The agreement term is from July 1, 2014 through June 30, 2015. The vote was: Rod Cleveland, yes; Rusty Sullivan, abstain; Darry Stacy, yes. Motion carried.
- 12.** Rod Cleveland moved, seconded by Darry Stacy, to **approve the Annual Maintenance Agreement Renewal** between The Board of County Commissioners on behalf of Cleveland County Treasurer’s Office and Business Imaging Systems, Inc. for Platinum Software Maintenance on A2iA Check Reader, Application Xtender V6.0, two (2) Application Xtender V6.5, four (4) Kofax Capture 75K/Month, six(6) Kofax Capture Concurrent Stations, five (5) Kofax Capture 25K/Month, two (2) MasterScan Desktop User, MasterScan Media Distribution, three (3) Kofax Capture VRS Elite, for total annual software maintenance in the amount of \$17,922.62. The Platinum Hardware Maintenance is on three (3) Canon DR-6010C Scanner, CR 180 Check Transport Scanner, and Dell Poweredge R610, for total annual hardware maintenance in the amount of \$3,385.88. This agreement term is from July 1, 2014 through June 30, 2015. The vote was: Rusty Sullivan, abstain; Darry Stacy, yes; Rod Cleveland, yes. Motion carried.
- 13.** Rusty Sullivan moved, seconded by Rod Cleveland, to **approve the Agreement** between The Cleveland County Assessor’s Office and Patriot Properties, Inc. for the purchase of a CAMA System in the amount of \$381,400.00. The vote was: Darry Stacy, yes; Rod Cleveland, yes; Rusty Sullivan, yes. Motion carried.
- 14.** Darry Stacy moved, seconded by Rusty Sullivan, to **approve the Agreement** between Cleveland County and OPES, Inc. to repair and replace fuel lines at the District #2 Warehouse in the amount of \$22,450.00. The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes. Motion carried.

15. Rusty Sullivan moved, seconded by Rod Cleveland, to **approve** the **Resolution** for Disposing of Unit#J220-474 Computer SN/MXL1471CK3, State Equipment traded by the Court Clerk.

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

16. Rod Cleveland moved, seconded by Rusty Sullivan, to **approve** the Alcoholic Beverage Tax in the amount of \$43,741.52.

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

17. Rusty Sullivan moved, seconded by Rod Cleveland, to **approve** the April 2014 Monthly Reports of the following Officers:

- a. Bryant Rains, Election Board
- 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. Keith Reed, Health Department

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

18. Rod Cleveland moved, seconded by Rusty Sullivan, to **approve** the following **Cash Fund Appropriations:**

a. Co Assessor’s Revolving Fund	\$ 763.00
b. Bridge Capital Improvement Fund	\$ 39.16
c. Cleveland County Justice Center Fund	\$313,666.70
d. Co Bridge and Road Improvement Fund	\$ 50,678.84
e. Co. Commissioners Building Fund	\$ 21.38
f. Co Clerk’s Lien Fee Fund	\$ 4,684.25
g. Co Clerk’s Preservation Fee Fund	\$ 22,903.80
h. County Health Fund	\$ 4,967.92
i. Court Clerk Revolving Fund	\$ 14,435.82
j. DA Incarceration Costs Fund	\$ 522.82
k. Co Fair Board Fund	\$ 31,523.00
l. First Choice Recovery Fund	\$ 382.32
m. Highway Unrestricted Fund	\$481,204.36
n. S.T.O.P Violence Against Women Grant Fund	\$ 2,549.00
o. Sales Tax Fund	\$694,259.14
p. Co Sheriff Commissary Fund	\$108,544.06
q. Co Sheriff Courthouse Security Service Fee Fund	\$ 3,731.86
r. Co Sheriff Revolving Fund	\$ 58,287.00
s. Co Sheriff Donation Fund	\$ 7,628.80

- t. Co Sheriff Federal Share Revenue Fund \$ 6.64
- u. Co Sheriff Service Fees Fund \$ 54,385.97
- v. Co Sheriff Jail Fund \$ 7,112.19
- w. Co Treasurer’s Certification Fee Fund \$ 4,680.00

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

19. Rusty Sullivan moved, seconded by Rod Cleveland, to approve the following 2012-2013 Cash Fund Lapsed Balances:

- a. Sheriff Jail Fund \$ 1,108.83
- b. Sheriff Service Fees \$ 1,312.30

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

20. Rod Cleveland moved, seconded by Rusty Sullivan, to approve the following Blanket Purchase Orders submitted for the following Departments:

District #1:

14-5296 T2A	Palace Auto Supply	\$	2,000.00
14-5299 T2A	Total Equipment and Rental	\$	1,500.00
14-5300 T2A	ISI Industrial Specialties	\$	1,000.00
14-5320 T2A	Bill’s Welding Equip.	\$	800.00

Building Maint:

14-5304 SM2	Eureka Water Co.	\$	100.00
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Fair Board:

14-5256 FF2	Move Your Ads, Inc.	\$	350.00
14-5257 FF2	Jet Productions, Inc.	\$	1,200.00
14-5260 FF2	The Norman Transcript	\$	750.00
14-5272 FF2	Allison’s Fun Inc.	\$	1,500.00

Heath Dept.:

14-5291 MD1C	Chelsea M. Zamarripa	\$	100.00
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The vote was: Rod Cleveland, yes; Rusty Sullivan, yes; Darry Stacy, yes.
Motion carried.

21. Rusty Sullivan moved, seconded by Rod Cleveland, to approve the Certificate of Requesting Officers on Blanket Purchase Order Numbers:

FY 13/14

General:

14-0006-H2	14-0329-K2	14-1086-CCJC2	14-1358-B2A
14-3185-B2A	14-3618-CCJC2	14-4040-B2A	14-4568-B2A
14-4859-B2A			

Highway:

14-2588-T2A 14-2665-T2A 14-3955-T2A 14-4371-T2A

Health Dept:

14-0468-MD1C

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

Motion carried.

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

FY 13/14

a.	General Fund	\$	452,980.47
b.	Highway Fund	\$	143,705.00
c.	Health Fund	\$	304,526.46
d.	Sheriff Justice Assistance Grant Fund	\$	514.92
e.	Sheriff Cleve. Co. Justice Center Fund	\$	133,680.43
f.	Sheriff Courthouse Security Service Fee Fund	\$	23,298.51
g.	Sheriff Service Fee Fund	\$	134,500.67
h.	Sheriff Revolving Fund	\$	78,663.98
i.	County Clerk Preservation Fund	\$	11,350.35
j.	Treasurer Certification Fee Fund	\$	731.92
k.	Fair Board Fund	\$	4,059.39

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 #1 Rod Cleveland stated that on Friday, May 30, 2014, the Girl’s State will be visiting the county between 10:00 am to 12:00 Noon. They will meet for an address and then tour each office.

Commissioner District #3 Rusty Sullivan said that he visited with the Safety and Emergency Management Director George Mauldin earlier who informed him that the state mandated burn ban is still in effect for thirty-four counties, including Cleveland County.

Commissioner District #2 Darry Stacy said that he attended a Memorial Service at the Veterans Center over the weekend and commented that they did an awesome job. He said that it is very moving what they do for the veterans there by having a bell ringing service and encouraged everyone in the future to go out there and take part in that because they deserve our thanks.

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

G. At approximately 1:18 pm, Rusty Sullivan 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 Executive Director of the Cleveland County Fairgrounds.

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

Motion carried.

At approximately 2:45 pm, Rod Cleveland moved, seconded by Rusty Sullivan, to **reconvene** the meeting.

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

Motion carried.

H. Assistant District Attorney Heather Darby reported that **no Action or votes were** taken during the **Executive Session** on the following topic of discussion:

Pursuant to 25 O.S. 2001 307.B.1, Regarding employment, promotion, demotion, salary, disciplining or resignation of Executive Director of the Cleveland County Fairgrounds.

I. There being no further business to come before the Board, Rusty Sullivan moved that the meeting be adjourned at 2:46 pm. Rod Cleveland seconded the motion.

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

Motion carried.

(Clerk’s Note: Agenda was posted on May 23, 2014 at 10:24 am.)