

BOARD OF COUNTY COMMISSIONER'S

MINUTES

FEBRUARY 23, 2015

Harold Haralson led in Prayer and Pledge of Allegiance.

The regularly scheduled meeting of the Board of Cleveland County Commissioners was called to order this 23rd day of February 2015 in the meeting Room 200 of the Cleveland County Office Building by Vice-Chairman Rod Cleveland. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Paul Meyer, Foreman, represented Darry Stacy, Chairman
Rod Cleveland, Vice-Chairman
Harold Haralson, Member
Tammy Belinson, Secretary

Darry Stacy, Chairman, was absent.

Others present were: Assistant District Attorney Heather Darby, Assistant District Attorney Jim Robertson, Linda Atkins, Melinda Duke, Susan Reese, Bryant Rains, Earl Cox, Shelley Raney, Kristy Wilson, Brian Wint, Andy Rieger, Mona Nelson and Bryan Jenkins.

After the reading of the minutes of the regular meeting of February 17, 2015 and there being no additions or corrections, Harold Haralson moved, seconded by Rod Cleveland, to approve the minutes.

The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes.

Motion carried.

A. Bid Openings:

1. Upon the recommendation of Purchasing Agent Melinda Duke, Rod Cleveland moved, seconded by Harold Haralson, to **accept** the bids and to **table** the awarding and/or rejecting of the bids until a later date for **BID#COM-1707** – The Purchase and Installation of all hardware and software for a new Access Control System for the Cleveland County Courthouse, Auxiliary Buildings and Access Controlled Parking Lots. The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes. Motion carried

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

CLEVELAND COUNTY BID SUMMARY									
List of Individual Bidders									
	22nd Century Enviroments Inc.	Convergent Technologies	Techsico Enterprise Solutions	Choctaw Defense Services	HighTech Tronics Inc.	Johnson Controls Inc.	Digi Security Systems	Trans-Tel Central, Inc.	
BID: #COM-1707									
DEPT: COMMISSIONER'S									
DATE OPENED: 2-23-15									
	1	2	3	4	5	6	7	8	
List of Individual Items									Awarded To:
The Purchase and Installation of all hardware and software for a new Access Control System for the Cleveland County Courthouse, Auxiliary Buildings and Access Controlled Parking Lot.									Tabled on 2-23-15
Attended Mandatory Pre-Bid Meeting:		YES	YES	YES	YES	YES	YES	YES	
Brand:	NO BID	Schlage/Amag	Identacard/Schlage	Allegion/Paxton	Allegion/Identacard	Software House	Allegion/Open Options	Prodatakey/Allegion	
Model:		AD300/Symmetry Pro	Premisys/AD-300 series	AD 300/AD 400 + Net 2	AD300/Premisys	C-Cure	DNA Dusion	Smart Access/AD300	
Warranty:		1yr labor & parts	1 year	1 year	1 yr parts/labor (24/7) service	one year	12 months	1 yr materials / workmanship	
Approximate Starting Date:		3 wk from start	TBD	3 weeks ARO	3 weeks from award	3 weeks from award	3 weeks from award	TBD	
Approximate Ending Date:		5 wk from award	TBD	6 weeks	6 weeks from start	5 weeks from start	5 weeks from award	TBD	
BID TOTAL:		\$225,233.62	\$190,417.00	\$213,893.00	\$164,901.00	\$145,639.00	\$154,615.94	\$249,961.00	
Option #1 - North Annex Building \$:		\$3,277.25	included above -	\$1,663.00	\$1,866.00	\$2,659.00	\$2,655.15	\$4,459.07	
Option #2 - South Annex Building \$:		\$3,277.25	can't work seperately	\$1,663.00	\$1,866.00	\$2,659.00	\$2,655.15	\$4,459.07	
Total with Options:		\$231,788.12	\$190,417.00	\$217,219.00	\$168,633.00	\$150,957.00	\$159,926.24	\$258,879.14	
Exceptions:		————	see attached quote	————	No Exceptions	————	————	see exceptions following scope of work.	
Contact Information:									
Contact Person:		Shannon Minchew	Dale Smith	Mike Duke	Tyler Nichols	Joe Benjock	Jarod Conrady	John Brothers	
Title:		Acct. Exec.	General Manager	Manager of Security & AV	Inside Sales	Account Executive, Security & Fire	Sales Manager	Security Systems Engineer	
Address:		6125 W Reno #700 OKC, OK 73127	910 S Hudson Avenue Tulsa, OK 74112	5405 S. 125th East Ave., Tulsa, OK 74146	6011 Melrose Lane OKC, OK 73127	4730 SW 20th St. OKC, OK 73128	3508 French Park Dr. Edmond, OK 74361	2805 Broce Dr. Norman, OK 73072	
Telephone Number:		405-657-0497	918-585-2347	918-994-4866	405-495-0215	405-659-9162	405-509-9268	405-310-0747	
Fax Number:		405-792-7901	877-825-9047	918-994-4868	405-495-0275	405-688-3788	————	405-447-5029	
NON-COLLUSION AFFIDAVIT:		YES	YES	YES	YES	YES	YES	YES	

B. Old Business:

1. Upon the recommendation of Purchasing Agent Melinda Duke, Rod Cleveland moved, seconded by Harold Haralson, to **award** to low bid, EM G Graphic System Inc., as per bid summary for **BID#COM-1705** – The Purchase and Installation of new Signage and removal of current signage for the Cleveland County Administration Building and Courthouse. The vote was: Harold Haralson, yes; Paul Meyer, yes Rod Cleveland, yes. Motion carried.
2. Upon the recommendation of Purchasing Agent Melinda Duke, Rod Cleveland moved, seconded by Harold Haralson, to **award** as per bid

summary to multiple vendors and where low bidder was not awarded there is an explanation for **BID#HWY-1706** – Three Month (3) Non-Encumbered Contract for Road Oils, Emulsions and Sealants for the County Commissioners. The bid term will be from March 7, 2015 through June 6, 2015.

The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

3. Rod Cleveland moved, seconded by Harold Haralson, to **table** until a later date the **Selection** of an Insurance agent/broker to represent Cleveland County for the purpose of obtaining quotes for property casualty and all other necessary lines of insurance.

The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes.
Motion carried.

C. Items of Business:

1. Harold Haralson moved, seconded by Rod Cleveland, to **approve and accept** the Cleveland County OJI Policy.

The vote was: Harold Haralson, yes; Paul Meyer, yes; Rod Cleveland, yes.
Motion carried.

2. Harold Haralson moved, seconded by Rod Cleveland, to **accept** the **Addendum** of the Nepotism Policy to the Cleveland County Personnel Policy Handbook.

The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

3. Harold Haralson moved, seconded by Rod Cleveland, to **accept** the **Addendum** of the Military Leave Policy to the Cleveland County Personnel Policy Handbook.

The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes.
Motion carried.

4. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the Inventory Equipment List for Cleveland County Commissioners Office and Cleveland County Emergency Management as the official list to be filed with the Cleveland County Clerk.

The vote was: Harold Haralson, yes; Paul Meyer, yes; Rod Cleveland, yes.
Motion carried.

5. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Resolution** as to Cleveland County’s commitment to participate in the ACCO Gridiron competition to encourage employees to learn more about and participate in health and wellness activities.

The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes.

Motion carried.

6. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Inter-local Agreement** between the Board of Cleveland County Commissioners and the Oklahoma Department of Wildlife conservation for the period July 1, 2014 through June 30, 2015.
The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes.
Motion carried.
7. Rod Cleveland moved, seconded by Harold Haralson, to **approve** the **Appointment** of County Representatives to the ACOG Intermodal Transportation Technical Committee as follows: Rod Cleveland and Darry Stacy. Harold Haralson will serve as an alternate.
The vote was: Harold Haralson, yes; Paul Meyer, yes; Rod Cleveland, yes.
Motion carried.
8. Harold Haralson moved to **approve** the **Appointment** of Rod Cleveland as the County Representative to the ACOG Board of Directors.
Rod Cleveland seconded the motion.
The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.
9. Harold Haralson moved to **approve** the **Appointment** of Rod Cleveland as County Representative to the ACOG-911 Committee.
Rod Cleveland seconded the motion.
The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes.
Motion carried.
10. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Resolution** for Disposing of D611-83, Apple IPAD for Cleveland County District #1. This item has been traded.
The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.
11. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Resolution** for Disposing of D205-11, Projector for the Cleveland County Commissioners Office. This item is to be declared surplus and junked.
The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes.
Motion carried.
12. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Resolution** for Disposing of B331-0176, 2008 Ford Crown Victoria, VIN: 2FAFP71V18X150212 for the County Sheriff’s Department. This vehicle is to be declared surplus and sold to the Insurance Company after being totaled.
The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes.
Motion carried.

13. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Resolution** for Disposing of E299-014, DM400C Digital Mailing System for the Cleveland County OSU Extension Office. This item has been traded. The vote was: Harold Haralson, yes; Paul Meyer, yes; Rod Cleveland, yes. Motion carried.

14. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Resolution** for Disposing of the following items from OSU Extension Center. These items have been declared surplus and sold at previous County Auctions.

- a. E201-001 Typewriter
- b. E222-002 TV-VCR SN/D3AA17283
- c. E222-003 Digiview Monitor SN/4DH605V1303297
- d. E222-009 3-COM Computer Port SN/ESPL 611
- e. E222-014 HP Color Laser Printer SN/JPDD020468
- f. E224-002 Laser Jet Printer 4M Plus
- g. E233-000 Olympus D360L Digital Camera
- h. E233-001 Sony Digital Camera SN/413854
- i. E299-002 Overhead Projector SN/10898
- j. E299-006 PB D500 Mailing Machine SN/28102
- k. E299-008 Overhead Projector SN/2882

The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes. Motion carried.

15. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Resolution** for Disposing of the following items from OSU Extension Center. These items are to be declared surplus and junked.

- a. E222-021 Computer SN/617014
- b. E222-025 Smart UPS Power Backup
- c. E222-028 HP Color Laser Printer SN/P9AA4600146
- d. E222-030 Dell Computer System SN/CPU-HNTB011
- e. E222-040 Gateway DS 400E (VTX) SN/30126054
- f. E223-004 Brother Intellifax 4750E SN/U80283BJ198857
- g. E224-001 HP Laser Jet Printer 1200 C SN/USC54003955
- h. E233-003 Powershot Canon G3 Digital Camera SN/6121306163
- i. E242-001 Kirby Vacuum Cleaner
- j. E605-000 HOTPOINT Stove SN/TT250207Q

The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes. Motion carried.

16. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Resolution** for Disposing of the following items from OSU Extension Center. These items are to be declared surplus to be sold at auction.

- a. E222-008 Router-Cayman DSL SN/1774502
- b. E222-041 Gateway Laptop Computer SN/35916019
- c. E222-042 Gateway Laptop Computer SN/39067499

d. E223-006 Sharp MX5500N Digital Copier SN/A5002823

The vote was: Harold Haralson, yes; Paul Meyer, yes; Rod Cleveland, yes.
Motion carried.

17. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the January 2015 Monthly Reports of the following officers:

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

The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

18. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the following

Cash Fund Appropriations:

a. Assessor’s Revolving Fund	\$ 311.00
b. Bridge Capital Improvement Fund	\$ 41.78
c. Cleveland County Justice Center Fund	\$175,926.99
d. County Bridge and Road Improvement Fund	\$ 49,144.27
e. County Commissioners Building Fund	\$ 295.80
f. County Clerk’s Lien Fee Fund	\$ 5,415.40
g. County Clerk’s Preservation Fee Fund	\$ 23,668.43
h. County Health Fund	\$283,951.53
i. Court Clerk Revolving Fund	\$ 12,344.35
j. Drug Court Revolving Adult Fund	\$ 1,714.64
k. Early Settlement Central Cleve. Co. Fund	\$ 3,220.00
l. County Fair Board Fund	\$ 15,744.50
m. Highway Unrestricted Fund	\$470,650.03
n. Local Emergency Planning Committee Fund	\$ 1,000.00
o. S.T.O.P. Violence Against Women Grant Fund	\$ 2,553.50
p. Safe Room Grant Fund	\$ 94,550.00
q. Sales Tax Fund	\$767,634.15
r. Sheriff Courthouse Security Service Fee Fund	\$ 3,898.83
s. Sheriff Federal Share Revenue Fund	\$ 13.74
t. Sheriff Revolving Fund	\$ 77,337.00
u. Sheriff Service Fee Fund	\$ 58,342.86
v. Sheriff Jail Fund	\$ 8,227.45
w. Treasurer Certification Fee Fund	\$ 4,070.00

The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes.
Motion carried.

19. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the following **Blanket Purchase Orders** submitted for the following Departments:

District #1

15-3969-T2A	OneSource Managed Services	\$ 800.00
15-3991-T2A	Mid-Continent Truck Sales, Inc.	\$ 2,000.00

District #2

15-3992-T2A	Alcohol & Drug Testing, Inc.	\$ 500.00
15-3993-T2A	Delco Diesel Services, Inc.	\$ 750.00
15-3994-T2A	Edwin D Tomlinson	\$ 500.00
15-3995-T2A	Logan County Asphalt Co.	\$ 1,500.00

District #3

15-3938-T2A	James Supplies & Rental Co.	\$ 1,000.00
15-3941-T2A	Palace Auto Supply	\$ 500.00
15-3962-T2A	Pearson Lumber	\$ 500.00
15-3973-T2A	Fastenal Industrial & Const.	\$ 500.00
15-3982-T2A	R & M Diesel	\$ 14,720.02

The vote was: Harold Haralson, yes; Paul Meyer, yes; Rod Cleveland, yes.
Motion carried.

20. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the **Certificate of Requesting Officers** on Blanket Purchase Order Numbers:

FY 14/15

General:

15-0135-R3BS2A	15-1109-CCJC2	15-1424-B2A	15-1516-SM2
15-2237-SM2	15-2856-B2A		

Highway:

15-0178-T2A	15-0481-T2A	15-2116-T2A	15-2243-T2A
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Health:

15-0325-MD2	15-0326-MD2	15-0329-MD2	15-0395-MD1C
15-0399-MD1C	15-0403-MD1C	15-0408-MD1C	

The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

21. Harold Haralson moved, seconded by Rod Cleveland, to **approve** the following **Purchase Orders** for Payment of Personal Services, Travel, Maintenance & Operations, and Capital Outlay from:

FY 14/15

a. General Fund	\$ 593,004.15
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b. Highway Fund	\$ 127,490.66
c. Health Fund	\$ 10,353.39
d. Sheriff Service Fee Fund	\$ 322.95
e. Sheriff Jail Fund	\$ 240.00
f. Sheriff Mobile Command Center Fund	\$ 1,602.85
g. Sheriff Revolving Fee Fund	\$ 11,164.73
h. County Clerk Preservation Fund	\$ 19,477.15
i. Sheriff Cleve. Co. Justice Center Fund	\$ 204,073.58
j. Fair Board Fund	\$ 621.86

FY 13/14

a. General Fund	\$ 175.00
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The vote was: Rod Cleveland, yes; Harold Haralson, yes; Paul Meyer, yes.
Motion carried.

D. New Business:

Harold Haralson moved, seconded by Rod Cleveland, to close the Cleveland County Office Building at 2:00 PM due to severe weather conditions.

The vote was: Harold Haralson, yes; Paul Meyer, yes; Rod Cleveland, yes.
Motion carried.

E. During **Commissioner’s** discussions regarding **County Business**, Commissioner Harold Haralson stated that an accounting program has been implemented for District No. 3.

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

G. There being no further business to come before the Board, Harold Haralson moved that the meeting be **adjourned** at 1:16 pm. Rod Cleveland seconded the motion.
The vote was: Paul Meyer, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.