

BOARD OF COUNTY COMMISSIONER'S

MINUTES

MONDAY, MAY 22, 2017

Todd Gibson led in **prayer** and in the **pledge of allegiance**.

The regularly scheduled meeting of the Board of Cleveland County Commissioners was called to order this 22nd day of May 2017 in the meeting Room 200 of the Cleveland County Office Building by Chairman Harold Haralson. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Harold Haralson, Chairman
Darry Stacy, Vice-Chairman
Rod Cleveland, Member
Tammy Belinson, Secretary

Others present were: Assistant District Attorney Jim Robertson, Assistant District Attorney Christine Cheves, Jim Reynolds, Linda Atkins, Earl Cox, Brenda Hill, Bryan Jenkins, Melinda Duke, Susan Reese, Joy Hampton, Denise Ellison, Doug Warr, David Tinsley, Keith Reed, Susan Burr, Alison Vinson, George Mauldin, Laura Smith, Greg Castro, Mark Stonecipher, Laurie Beth Marshall, and Todd Gibson.

After the reading of the minutes of the Regular Meeting of May 15, 2017, and there being no additions or corrections, Darry Stacy moved that the minutes be **approved**. Harold Haralson seconded the motion.

The vote was: Harold Haralson, yes; Darry Stacy, yes; Rod Cleveland, abstain.
Motion carried.

A. Bid Openings:

1. Upon the recommendation of Purchasing Agent Melinda Duke, Harold Haralson moved, seconded by Darry Stacy, to **strike** this item from the agenda since no bids were received for **Bid #COM-1799** – The Purchase and Installation of three (3) overflow scuppers in various locations on the Cleveland County Courthouse building.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.
2. Upon the recommendation of Assistant Purchasing Agent Susan Reese, Harold Haralson moved, seconded by Rod Cleveland, to **award** to the only bidder, the Norman Transcript for **Bid #COM-1800** - One-Year (1) Non-Encumbered Contract for the Publication of Commissioners Proceedings and any Legal Notices required by law per the Oklahoma Statutes. The bid term will be from July 1, 2017 through June 30, 2018.
The vote was: Rod Cleveland, yes; Harold Haralson, yes; Darry Stacy, yes.
Motion carried.

B. Old Business:

1. Upon the recommendation of Purchasing Agent Melinda Duke, Harold Haralson moved, seconded by Darry Stacy, to **award** to low bidder, Arbor Transport & Construction Inc., in the amount of \$17,373.10 for **Bid #HD-1798** – The labor and materials to have the Norman Health Department parking lot swept, sealed, painted and striped.
The vote was: Harold Haralson, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.

C. Items of Business:

1. Darry Stacy moved, seconded by Rod Cleveland, to **accept** of the Retirement of David Tinsley, Cleveland County Assessor effective June 30, 2017. Chairman Haralson and fellow Board Members wished County Assessor Tinsley a happy retirement and thanked him for his dedicated service to the Cleveland County.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

Chairman Haralson said that the following items No. 2 through No. 27 are **Consent Items** and are routine in nature; therefore, Rod Cleveland moved, seconded by Darry Stacy, to **approve**.

2. **Invoice** from Johnstone Supply for the purchase of 2 Heaters to be installed at Cleveland County District #1 in the amount of \$4995.96 for the Welding Shop and Tire Shop located at 14701 S. Westminster, Oklahoma City, OK per Title 61, Sec. 102 & 103.
3. **Maintenance Agreement Renewal** between Cleveland County Purchasing Department and One Source for service on a Bizhub C360, Serial #OED011008018. This agreement includes all labor, parts and supplies. B/W copies are billed monthly at \$.0065 per copy and color copies are billed monthly at \$.065 per copy. The term of this agreement is July 1, 2017 through June 30, 2018.
4. **Contract** between Cleveland County and Haskell Lemon Construction Co. as the lowest and best bidder for Bid#HWY-1787 (CDBG)-DR), Project #DR4078-002, A 2" Asphalt Overlay on Cedar Lane Road from 132nd Ave. to 156th Ave. in the amount of \$285,919.85 to begin work on June 19, 2017 and complete on or before August 3, 2017.
5. **Contract** between Cleveland County and Haskell Lemon Construction Co. as the lowest and best bidder for Bid#HWY-1788 (CDBG)-DR), Project #DR4078-003, A 2" Asphalt Overlay on Post Oak Road from 144th Ave. to 156th Ave. in the amount of \$107,853.30 to begin work on June 5, 2017 and complete on or before July 20, 2017.

- 6. Standard Service Contract Renewal** between Cleveland County Commissioners on behalf of Cleveland County Human Resources Department and *Oklahoma Copier Solutions for maintenance of Sharp copier MX2640 ID#004885. B/W copies are billed at \$.005 per output and \$.06 per output for color copy for the period July 1, 2017 through June 30, 2018.
(Clerk's Note: *Oklahoma Copier Services LLC was corrected to read **Oklahoma Copier Solutions.**)
- 7. Standard Service Contract** between Cleveland County Commissioners on behalf of the Cleveland County Court Clerk's Office and ImageNet Consulting LLC for the rental and maintenance on Imaging Machine-Canon IR ADV 6555I Staple FIN-V2; Utility Tray Lease Number:017-0057376-000. The Court Clerk will pay a monthly lease payment of \$298.68, Service Rate is \$65.00 per month to include 10K base, and overages will be billed at \$.0065 per page. The term of this agreement is July 1, 2017 through June 30, 2018.
- 8. Standard Service Contract** between the Cleveland County Commissioners on behalf of the Cleveland County Court Clerk and Underground Vaults & Storage for space leased in its records storage center Lease #01-1255 at 3500 E. Ave G, Hutchinson, KS. Rental of 16mm or 35mm microfilm container at a rate of \$50.00 each container, \$50.00 per container with approximately 2,000 microfiche; and \$2.00 per cubic foot of storage are leased for miscellaneous personal property for the period July 1, 2017 through June 30, 2018.
- 9. Standard Service Contract** between the Cleveland County Commissioners on behalf of the Cleveland County Court Clerk and Business Imaging Systems, Inc. for rental of Application Extender Server 25CC st#3131728, RapidScan Batch Scanning Software, Seagate B/U, Agent for SQL Server 2000 CAL 25-PAK at an annual fee of \$11,277.25 for the period July 1, 2017 through June 30, 2018.
- 10. Standard Service Contract** between the Cleveland County Commissioners on behalf of the Cleveland County Court Clerk and Business Imaging Systems, Inc. for maintenance on a Dell Server #0085-174-502-764, U Scan Roll Microfilm Scanner, Integrated All-in-One Touchscreen PC, Rack Mount System, Tape Library Contract #00011461 at an annual rate of \$3,103.70 for the period July 1, 2017 through June 30, 2018.
- 11. Standard Service Contract** between the Cleveland County Commissioners on behalf of the Cleveland County Court Clerk and Underground Vaults and Storage, Inc. for Storage Lease Agreement #07-0086 for space leased in its records storage center at 5621 W. Reno, Suite D, Oklahoma City OK from July 1, 2017 through June 30, 2018. Rental of 16mm or 35mm microfilm container at a rate of \$50.00 each container, \$50.00 per container with approximately 2, 000 microfiche; and \$2.00 per cubic foot of storage are leased for miscellaneous personal property.
- 12. Standard Service Contract** between the Cleveland County Commissioners on behalf of the Cleveland County Clerk and OneSource managed Services

for maintenance of HP Scanjet Ent. 7000nx DOC. Capture workstation, ID#51451 at an annual rate of \$330.00 to include parts & labor with exception of maintenance kits, consumables not included for the period July 1, 2017 through June 30, 2018.

- 13. Standard Service Contract** between the Cleveland County Commissioners on behalf of the Cleveland County Clerk and OneSource managed Services for maintenance of 2 HP 602X Printers, ID #41316 and ID #41317. No base rate. \$.017 per print billed monthly or quarterly for the period July 1, 2017 through June 30, 2018.
- 14. Standard Service Contract** between the Cleveland County Commissioners on behalf of the Cleveland County Clerk and A.E.C. Solutions to renew the Jantek Time and Attendance PC Software for the Period July 1, 2017 through June 30, 2018 in the amount of \$600.00 per year.
- 15. Standard Service Contract** between the Cleveland County Commissioners on behalf the Cleveland County Clerk and ARC to renew the maintenance of OCE Plot Wave 300, serial #330103619 for the period July 1, 2017 through June 30, 2018 at a monthly rate of \$155.00, 1000 feet included with an overage charge of \$.0920 per square foot.
- 16. Standard Service Contract** between the Cleveland County Commissioners on behalf the Cleveland County Clerk and Oklahoma Copier Solutions to provide printer and copier maintenance for the period July 1, 2017 through June 30, 2018. Price per copy for 2 MX-2600N \$.13 B/W and \$.062 color, 2 MX-M283N \$.005 B/W and 2 MX-M620N \$.0075 B/W.
- 17. Plan Sponsor Services Agreement** between Cleveland County Board of County Commissioners and Healthcare Highways, Inc. to provide health care solutions including access to provider Networks and other various cost and clinical care management services effective January 1, 2018.
- 18. Client Services Agreement** between Cleveland County Board of County Commissioners and Healthcare Highways RX to provide a pharmacy benefit plan for Cleveland County effective January 1, 2018.
- 19. Contract** between Cleveland County Board of County Commissioners and Creek County Juvenile Detention Center for juvenile detention services at a rate of \$39.39 per day per child for the period July 1, 2017 through June 30, 2018.
- 20. Renewal** of the Agreement between Cleveland County Commissioners and Syntech for the FUELMaster Fuel Management System in the amount of \$2650.00 per year/per commissioner district during the period July 1, 2017 through June 30, 2018. This agreement is for District #1, #2, and #3.
- 21. Mobil Service Agreement** between the Cleveland County Sheriff's Department and Geosafe to provide Tracking, Connection to Global CAD and Query Interface to OLETS/NCIC in the amount of \$3000.00 per quarter for the period July 1, 2017 through June 30, 2018.

22. **Accept** Donation from the Oklahoma Association of Health Care Providers to the Cleveland County Sheriff's Office Honor Guard in the amount of \$250.00.

23. **Request** for Approval of Allocation of Alcoholic beverage Tax in the amount of \$44,737.43.

24. **Approve the following Cash Fund Appropriations:**

a. Assessor Revolving Fund	\$ 36.00
b. Bridge and Capital Improvement Fund	\$ 54.60
c. CDBG Grant Disaster Recovery Fund	\$ 723.44
d. Child Abuse Prevention Fund	\$ 83.65
e. County Bridge and Road Improvement Fund	\$ 28,652.39
f. Commissioners Building Fund	\$ 147.75
g. County Clerk Lien Fee Fund	\$ 4,192.52
h. County Clerk Preservation Fee Fund	\$ 24,493.40
i. Court Clerk Revolving Fund	\$ 10,091.14
j. DA Incarceration Costs Fund	\$ 623.37
k. Early Settlement Cleve. Co. program Fund	\$ 4,239.19
l. Fairgrounds Fund	\$ 29,198.82
m. Health Fund	\$ 14,568.38
n. Highway Unrestricted Fund	\$ 389,895.57
o. Juvenile Drug Court Revolving Fund	\$ 940.00
p. Sheriff Cleveland County Justice Center Fund	\$ 342,300.01
q. Sheriff Courthouse Security Service Fee Fund	\$ 4,275.40
r. Sheriff Donations Fund	\$ 5,000.00
s. Sheriff Federal Share Revenue Fund	\$ 6.86
t. Sheriff Jail Fund	\$ 3,160.78
u. Sheriff Revolving Fund	\$ 123,523.07
v. Sheriff Service Fees Fund	\$ 30,386.06
w. S.T.O.P Violence Against Women Grant Fund	\$ 2,552.80
x. Sales Tax Fund	\$ 737,564.79
y. Treasurer Certification Fee Fund	\$ 5,305.00

25. **Approval of the following Blanket Purchase Orders submitted for the following Departments:**

District #1:

17-4626-T2A	Johnstone Supply	\$ 1,500.00
17-4669-T2A	Palace Auto Supply	\$ 4,000.00
17-4670-T2A	Warren Cat	\$ 3,000.00

District #2:

17-4658-T2A	Home Depot	\$ 1,000.00
17-4659-T2A	Billy Ingraham	\$ 500.00
17-4660-T2A	C.L. Boyd Company	\$ 2,000.00
17-4661-T2A	Clean Uniform Company	\$ 750.00
17-4662-T2A	McPherson Machine Shop	\$ 500.00

District #3:

17-4645-T2A	Alfred and Coy A. Keesee	\$ 3,000.00
17-4648-T2A	Ty-Lind Auto Parts	\$ 3,000.00

Extension Center:

17-4640-E2	Copelin's Office Center	\$ 1,000.00
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Fairgrounds:

17-4629-FG2	OPUBCO Communications Group	\$ 1,000.00
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Health Dept:

17-4623-MD2	Oklahoma Gas and Electric Service	\$ 200.00
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Sheriff Dept:

17-4619-B2A	Clean Uniform Company	\$ 150.20
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26. Approval of the Certificate of Requesting Officers on Blanket Purchase Order Numbers:

FY 16/17

General:

17-0121-SP2	17-0244-F2	17-0263-SL2	17-0265-SL2
17-0266-SL1C	17-0267-SL1C	17-0829-HR2	17-1902-SM2
17-2038-H1A	17-2481-SL2	17-3719-B2A	17-4189-X2

Highway:

17-0164-T2A	17-0536-T2A	17-0543-T2A	17-3117-T2A
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Health Dept:

17-0317-MD2

Fairgrounds:

17-1982-FG2

Sheriff Jail Fund:

17-3891-CFBJ2

27. Review, Audit, and Approve Purchase Orders for Payment of Personal Services, Travel, Maintenance & Operations, and Capital Outlay from:

FY 16/17

a. General Fund	\$ 681,134.46
b. General P-Card Fund	\$ 192.89
c. Highway Fund	\$ 128,865.63
d. Health Fund	\$ 22,187.51
e. Sheriff Service Fee Fund	\$ 332.94
f. Sheriff Commissary Fund	\$ 7,365.33
g. Sheriff Cleve. Co. Justice Center Fund	\$ 221,686.95
h. Sheriff Jail Fund	\$ 1,491.70
i. Sheriff Property Forfeiture Fund	\$ 4,172.00
j. County Bridge and Road Improvement Fund	\$ 95,175.97
k. Early Settlement Central Cleve. Co. Fund	\$ 2,573.22
l. Drug Court Revolving Fund	\$ 3,853.00
m. County Clerk Preservation Fund	\$ 104,975.00

n. Fairgrounds Fund

\$ 2,747.44

The vote was: Rod Cleveland, yes; Harold Haralson, yes; Darry Stacy, yes.
Motion carried.

END OF CONSENT DOCKET.

- D. No **new business** to present at this time.
- E. During **Commissioner's** discussions regarding **County Business**, Commissioner Cleveland gave a brief legislative update.
- F. No **Public Comments** were made at this time.
- G. **At 1:06 P.M.**, Darry Stacy moved, seconded by Rod Cleveland, **to go into Executive Session** and asked Jim Reynolds, County Treasurer and Tammy Belinson, County Clerk, to join them separately when called upon for the **purpose of discussing the following**: Pursuant to 25 O.S. 307.B.4, Discussion with Counsel regarding pending litigation, Joseph K. Lester V. Board of Cleveland County Commissioners, Case No. CJ-17-368.
The vote was: Harold Haralson, yes; Darry Stacy, yes; Rod Cleveland, yes.
Motion carried.
- H. **At 2:14 P.M.**, Darry Stacy moved, seconded by Rod Cleveland, to **reconvene** in Open Session.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

During such time the Board of County Commissioners only discussed what was on the agenda and took no action or votes.
- I. There being no further business to come before the Board, Darry Stacy moved, seconded by Rod Cleveland, that the meeting be **adjourned** at 2:15 P.M.
The vote was: Rod Cleveland, yes; Harold Haralson, yes; Darry Stacy, yes.
Motion carried.

(Clerk's Note: The agenda was posted on May 18, 2017 @ 3:05 P.M.)

**BOARD OF COUNTY COMMISSIONERS
CLEVELAND COUNTY, OKLAHOMA**

Harold Haralson

Harold Haralson, Chairman

ATTEST:

Tammy Belinson

Tammy Belinson, County Clerk and Secretary to the Board



Minutes Prepared by:

Linda Atkins
Deputy County Clerk