

BOARD OF COUNTY COMMISSIONER'S

MINUTES

MONDAY, AUGUST 14, 2017

Rod Cleveland led in **Prayer** and **Pledge of Allegiance**.

Vice-Chairman Rod Cleveland called to order the regularly scheduled meeting of the Board of Cleveland County Commissioners at 1:00 P.M. this 14th day of August 2017 in meeting Room 200 of the Cleveland County Office Building. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

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

Darry Stacy, Chairman, was absent.

Others present were: Assistant District Attorney Jim Robertson, Linda Atkins, Melinda Duke, Susan Reese, Susan Burr, Alison Vinson, Joy Hampton, Bryan Jenkins, Brenda Hill, Todd Gibson, Jacob McHughes, Greg Castro, Laura Smith, Jane Cannon, Linda Stinnett, Denise Ellison, Tom Henson, Tony Ellison, George Ellison, Daniel Thatcher and Laurie Beth Marshall.

After the reading of the minutes of the regular meeting of **August 7, 2017** and there being no additions or corrections, Harold Haralson moved to **approve**. Rod Cleveland seconded the motion.

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

A. Bid Openings:

1. Upon the recommendation made by Assistant Purchasing Agent Susan Reese, 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-1811-** Power wash, clean, and apply water repellent, along with removal and replacement of joint sealant to the exterior of the Cleveland County Courthouse building at 201 S. Jones, Norman, OK.

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

Motion Carried.

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

CLEVELAND COUNTY BID SUMMARY				
List of Individual Bidders				
	Oklahoma Waterproofing Co.	Commercial Waterproofing LLC	Professional Waterproofing, Inc.	
BID:	#COM-1811			
DEPT:	COMMISSIONER'S			
DATE OPENED:	8-14-17			
	1	2	3	Awarded To: Tabled on 8/14/17
List of Individual Items				
Power Wash, Clean and Apply				
Water Repellant, along with,				
Removal and Replacement of				
Joint Sealant to the exterior of				
the Cleveland County				
Courthouse				
Attend Mandatory Pre-Bid Meeting:				
Approximate Starting Date:				
Approximate Ending Date:				
Warranty				
BID TOTAL:				
Contact Information:				
Contact Person:	Eric Florance	Doug Stacy	George A. Ellison	
Title:	Project Manager/Estimator	Project Manager	Sales Manager	
Address:	1632 Linwood Blvd. Oklahoma City, OK 73106	9504 S Eastern Ave. Oklahoma City, OK 73160	14401 S. Blackwelder Ave. OKC, OK 73170	
Telephone Number:	(405) 520-2266	405-759-2049	405-812-3504	
Fax Number:	(405) 947-1118	405-759-2050	405-794-3944	
E-mail:	eflorance@waterproof.pro	dstacy2@commercial-waterproofing.com	georgeellison73094@att.net	
NON-COLLUSION AFFIDAVIT: PA-102(1982)	YES	YES	YES	

- Upon the recommendation made by 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 #HD-1814-** The Purchase and Installation of a complete Telephone System for the Cleveland County Health Department located at 250 NE 12th Avenue, Norman, OK.

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

Motion Carried.

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

CLEVELAND COUNTY BID SUMMARY

List of Individual Bidders				
	Nobel Systems Inc.	SC Phone Works Plus, Inc.	American Telecom Inc.	
BID: #HD-1814				
DEPT: Health Department				Awarded To:
DATE OPENED: 8-14-17	1	2	3	Tabled on 8-14-17
List of Individual Items				
The purchase and Installation of a Complete Telephone System for the Cleveland County Health Department located at 250 NE 12th Avenue, Norman, OK.				
PROPOSAL:				
BRAND:	NEC	NEC	NEC	
MODEL:	SV9100	SV9100	SV9100	
WARRANTY	5 year Hardware & 5 year software	5 year software/hardware; 1 year service	5 year software support& upgrades; parts warranty 5 years/1 year labor	
Installation Start Date:	August 28, 2017	October 1, 2017, or 2 weeks after award	Aug. 28, 2017	
Installation End Date:	September 1, 2017	3 weeks after start	Sept. 11, 2017	
TOTAL BID PRICE:	\$58,687.00	\$60,531.47	\$74,887.00 as bid see attached	
Vendor's Statement:	_____	Thank you for the opportunity to bid this.	_____	
Contact Information:				
Name:	Tom Henson	Mary Clubb	Ken Williamson	
Title:	Senior Account Executive	Pres	_____	
Address:	3013 NW 59th St., Oklahoma City, OK 73112	PO Box 1446 Newcastle, OK 73065	4412 SE 29th, St. 200 Del City, OK 73115	
Telephone:	405-843-8835	405-387-2450	405-677-4504	
Fax:	405-843-8847	405-387-2420	405-672-3610	
NON-COLLISION AFFIDAVIT:	YES	YES	YES	

B. Old Business:

1. Upon the recommendation made by Purchasing Agent Melinda Duke, Rod Cleveland moved, seconded by Harold Haralson, to **award** to low bidder, Haskell Lemon Construction Co., in the amount of \$889,850.85 for **Bid #HWY-1810 (CDBG-DR)** – A 2 ½” Asphalt Overlay on Indian Hills Road from 156th Avenue to 192nd Ave, Project No. DR4078-010.
The vote was: Rod Cleveland, yes; Harold Haralson, yes.
Motion Carried.
2. Upon the recommendation made by Assistant Purchasing Agent Susan Reese, Rod Cleveland moved, seconded by Harold Haralson, to **table** the awarding and/or rejecting of the bids until a later date for **Bid #HWY-1813** - Six month (6) Non-Encumbered Contract for Road Oils, Emulsions and Sealants for the County Commissioners. The bid term will be from September 7, 2017 through March 6, 2018.
The vote was: Rod Cleveland, yes; Harold Haralson, yes.
Motion Carried.
3. Upon the recommendation of Assistant Purchasing Agent Susan Reese, Rod Cleveland moved, seconded by Harold Haralson, to **award** to Direct Discount Tire and Southern Tire, and where low bid is not awarded there is an explanation for **Bid #HWY – 1812** – Six month (6) Non-Encumbered Contract for Tires and Tubes. The bid term will be from September 5, 2017 through March 4, 2018.
The vote was: Rod Cleveland, yes; Harold Haralson, yes.
Motion Carried.

C. Items of Business:

1. **Presentation** was made by Linda Stinnett on the Pre-Trial Program.

Harold Haralson moved, seconded by Rod Cleveland, to **approve** receiving the Notice of Audit Engagement Letters as follows:

2. **Receive** Notice of Audit Engagement Letter submitted by the State Auditor & Inspector for the Cleveland County Audit FY ending June 2015 in accordance with 19 O.S. § 171; and
3. **Receive** Notice of Audit Engagement Letter submitted by the State Auditor & Inspector for the Cleveland County Audit FY ending June 2016 in accordance with 19 O.S. § 171.

The vote was: Rod Cleveland, yes; Harold Haralson, yes.
Motion Carried.

Vice-Chairman Rod Cleveland said that the following Items No. 4 through No. 15 are **Consent Items** and are routine in nature; therefore, Harold Haralson moved, seconded by Rod Cleveland, to **approve** with the following corrections as listed and to **table** Item No. 10 until the end of the agenda:
On **No. 11**: “Accept the July 2017 Monthly Reports” it is so noted there is no report from the Sheriff for the month of July 2017 according to Title 19 – Section 153; and **Item No. 12**: D337-17 is amended to D337-19 Rancho TH6400 Thumb Claw:

4. **Renewal of County BID #PA-1730**-Office Supplies, Furniture and Equipment for another year. All terms and conditions will remain the same. The renewal period will be from August 31, 2017 through August 30, 2018.
5. **Renewal Agreement** between Cox and the Cleveland County Assessor for Cox Business TV beginning August 7, 2017 through June 30, 2018 in the amount of \$32.42 monthly.
6. **Contract** between Cleveland County Health Department and Krystal Gean Heflin to provide Coordination of Services between the NorthHaven Day School and the Early Foundations Replication Project. The Health Department will pay \$11.00 per hour for Coordination Services and \$0.47 per mile per the State Travel Reimbursement Act not to exceed \$8,749.20. The contract is to be effective August 21, 2017 through June 30, 2018.
7. **Acceptance of Public Notice** to the Board of County Commissioners by Tammy Belinson, County Clerk, All person having an indebtedness or claim against Cleveland County for FY16/17. The Notice is available for public viewing in the County Clerk’s Office as well as on the Clerk’s website under Public Notice Tab.
8. **Acceptance of Notice** to the Board of County Commissioners by Tammy Belinson, County Clerk, the operator’s application for Vickers Sand & Gravel Inc., application #LE-2600 (Vickers S&G #5). The report is available for public viewing in the County Clerk’s Office as well as on the Clerk’s website under Public Notice Tab.
9. **Agreement** between the Cleveland County Sheriff’s Office and Pitney Bowes for the rental of a DM125 Digital Mailing System. The Sheriff’s office will lease monthly for \$62.55. The term of agreement is July 1, 2017 through June 30, 2018.
10. **(The tabled item is on page no. 8.)**
11. **Accept the July 2017 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. Marilyn Williams, County Court Clerk
 - f. Keith Reed, County Health Department

(Clerk’s Note: Commissioner Cleveland quoted the following statute regarding the Sheriff’s missing July Monthly Report: §19-153. Salaries - Payment periods.

(“The salary of all county officers, their clerks and deputies, shall be paid either monthly or twice a month, out of the county treasury by order of the board of county commissioners: Provided, however, that no salary shall be allowed or paid until their reports are filed and approved by the board of county commissioners, as provided by law.”)

12. Resolution declaring surplus of the following for Cleveland County District #3:

- a. **D301-169** 1997 Ford F250 Truck
- b. **D301-113** 1994 Chevrolet Cheyenne C3500 1 ton pick up
- c. **D302-162** 1991 Chevrolet Stack Dump Truck
- d. **D301-185** 2008 Ford F350 1 ton pick up
- e. **D421-95** 66” Bucket for Gradall Excavator
- f. **D337-17** Road Boss Thumb Claw
- g. **D337-32** Gradall XL4100 Limb Trimmer

(Clerk’s Note: Highlighted Identification Number should have read D337-19 Ranco Thumb Unit.)

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

District #1:

18-1135-T2A	Comdata Corp	\$ 600.00
18-1187-T2A	Steve’s Wholesale	\$ 600.00
18-1188-T2A	Whitton Supply Co.	\$ 1,000.00
18-1189-T2A	Home Depot Credit Services	\$ 1,500.00
18-1190-T2A	Warren Cat	\$ 4,000.00
18-1202-T2A	Dave’s Small Engine Repair, Inc.	\$ 1,000.00

District #2:

18-1179-T2A	Fire Suppression Specialist	\$ 2,000.00
18-1198-T2A	Logan County Asphalt Co.	\$ 1,000.00
18-1201-T2A	Chickasaw Personal Comm.	\$ 1,500.00

District #3:

18-1153-T2A	Bruckner’s Truck Sales	\$ 2,500.00
18-1176-T2A	Warren Cat	\$ 3,000.00

County Clerk:

18-1221-CFF2	The Norman Transcript	\$ 800.00
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Commissioner’s Office:

18-1175-R2	The Norman Transcript	\$ 5,000.00
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Fairgrounds:

18-1194-FG2 Forest Lumber \$ 1,000.00

Health Department:

18-1130-MD2 Leticia Kay Cooper \$ 8,500.00

Sheriff Dept:

18-1138-CFBC2 Summit Food Service \$ 25,000.00

18-1139-CFBC2 Summit Food Service \$ 48,000.00

18-1140-CFBCHS2 Standley Systems LLC \$ 85.00

14. Approval of the Certificate of Requesting Officers on Blanket Purchase Order Numbers:

FY 16/17

General:

17-2697-CCJC2 17-3760-R3BS2A

Health:

17-0417-MD2

FY 17/18

General:

18-0369-SHE2 18-0401-SHE2 18-0414-SHE2

Highway:

18-0079-T2A 18-0553-T2A 18-0639-T2A

15. Review, Audit, and approve Purchase Orders for Payment of Personal Services, Travel, maintenance & Operations, and Capital Outlay from:

FY 17/18

a. General Fund	\$ 255,892.92
b. General P-Card Fund	\$ 1,756.13
c. Highway Fund	\$ 34,835.69
d. Highway P-Card Fund	\$ 233.33
e. Health Fund	\$ 19,578.33
f. County Clerk Lien Fee Fund	\$ 403.19
g. County Clerk Preservation Fund	\$ 600.00
h. Early Settlement Central Cleveland County Fund	\$ 2,030.75
i. Fairgrounds Fund	\$ 8,554.72

FY 16/17

a. General Fund	\$ 13,774.78
b. Highway Fund	\$ 11,200.36
c. Health Fund	\$ 1,834.83
d. Sheriff Revolving Fund	\$ 1,248.24

e. Drug Court Revolving Adult Fund	\$	435.00
f. County Clerk Preservation Fund	\$	5,075.00

The vote was: Rod Cleveland, yes; Harold Haralson, yes.
Motion Carried.

END OF CONSENT DOCKET.

Upon the recommendation of Tammy Belinson, County Clerk, Harold Haralson moved, seconded by Rod Cleveland, to **table** until a later date to update the contract between the Cleveland County Sheriff’s Office and Standley Systems for maintenance on a Savin Copier, as follows:

10. Agreement between the Cleveland County Sheriff’s Office and Standley Systems for maintenance on a Savin Copier, Model MP301SPF at a monthly rate of \$13.50 which includes 1,000 B/W pages. The term of agreement is July 1, 2017 through June 30, 2018.

The vote was: Rod Cleveland, yes; Harold Haralson, yes.
Motion Carried.

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

E. During **Commissioner’s discussions** about **County Business**, Commissioner Rod Cleveland asked legal counsel if the Sheriff has presented a contract to them for review regarding a Public Safety Software RFP between the City of Moore and the Sheriff of Cleveland County.

Assistant District Attorney Jim Robertson said that to his knowledge the Sheriff has not asked Purchasing to go out for bid on this item and Cleveland County is not obligated to this.

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

G. At 1:14 P.M., Harold Haralson moved, seconded by Rod Cleveland, **to go into** Executive Session with County Clerk Tammy Belinson 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: Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

H. At 1:51 P.M., Rod Cleveland moved, seconded by Harold Haralson, to **reconvene** from **Executive Session**.


The vote was: 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, Rod Cleveland moved, seconded by Harold Haralson, that the meeting be **adjourned** at 1:52 P.M.
The vote was: Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

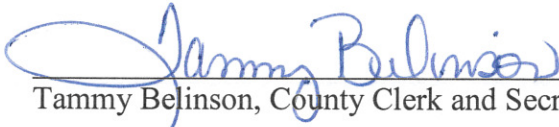
(Clerk’s Note: Agenda was posted on August 11, 2017 @ 2:44 P.M.)

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



Darryl Stacy, Chairman

ATTEST:



Tammy Belinson, County Clerk and Secretary to the Board



Minutes Prepared by: 

Deputy County Clerk