



BOARD OF COUNTY COMMISSIONERS MINUTES

TUESDAY, MAY 26, 2020

This Regular meeting was conducted under 25 O.S §306 (C) (Signed and enacted March 18, 2020). The meeting took place in the Board of County Commissioners Meeting Room and through teleconference. To accommodate the public who are observing social distancing the following number was provided, (312)626-6799, meeting ID is 706 237 079; and <http://zoom.us/j/706237079/> for video. The public was asked to call ahead at (405)366-0200 to make Public Comment.

Commissioner Darry Stacy led in the Prayer and the Pledge of Allegiance.

Chairman Harold Haralson called to order the regularly scheduled meeting of the Board of Cleveland County Commissioners at 1:00 P.M. this 26th day of May 2020, in Meeting Room 200 of the Cleveland County Office Building. Tammy Belinson, County Clerk/Secretary, called the roll and those present were:

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

Others present were: Assistant District Attorney Nate Hales, Linda Atkins, Denise Ellison, Leann Clements, Laura Smith, Sheriff Blake Green, Susan Reese, Bryan Jenkins, Brian Wint, George Mauldin, Jacob McHughes, John Roberts, Julie Tipton, Earl Cox, Bryant Rains, Alison Vinson, Joy Hampton, (by Remote) and Melinda Duke.

After the reading of the minutes of the Regular Meeting of May 18, 2020, and there being no additions or corrections, Darry Stacy moved, seconded by Rod Cleveland, that the minutes be **approved** as read.

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

A. Bid Openings:

Melinda Duke publicly opened and named each bidder. Harold Haralson moved, seconded by Rod Cleveland, to **accept** the bids and instructed the Purchasing Department to qualify, tabulate and prepare a report for each bid and make recommendations to the Board of County Commissioners on the following:

- Bid #BE-1947 – One-Year (1) Non-Encumbered Contract for Building Maintenance Supplies for Cleveland County.** The bid term will be from July 1, 2020, through June 30, 2021.

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

CLEVELAND COUNTY BID SUMMARY

List of Individual Bidders

	Admi ral Expr ess	Bill Warr en Offic e Prod ucts	Harvey Sales	Treat s Solut ions LLC	Empi re Pape r Com pany	NCH Corp dba Chems earch	Ultr a- Che m	Sout h Centr al Indus tries	Sid Tool Co., Inc., dba MSC Indus trial Supp ly Co.	Page 1
BID: #BE-1947	1	2	3	4	5	6	7	8	9	
DEPT: Bldg. Maint.										
DATE OPENED: 5-26-20										
List of Individual Items										
One-Year (1) Non-Encumbered Contract for Building Maintenance Supplies.										
The bid term will be from July 1, 2020 through June 30, 2021.										
DELIVERY:	5 days	1-5 business days	2 days	1-14 days	5-7 days	7-10 days	10 days			
COMMENTS/EXCEPTIONS:		All items are available to order, but may not be available for delivery due to manufacturer delays as a result of the pandemic. Discontinued or suspended items cannot be available due to no manufacturer production.		See Covid-19 letter		Minimum order is \$100				

Awarded to: Tabled on 5-26-20

This may occur in the bid year. See Harvey Sales terms & conditions send with this packet

CONTACT PERSON:	Chris Eisele	Sherrin Mahan	Darren Wright	Jess Maxey	Bryan Stewart	Kathleen Lindig	Tammy Riley	Melissa High	Brad Wilson
TITLE:	Facilities Coordinator	Customer Service	Manager	Sales Rep	Bid Agent	Specialist Admin	Sr. Acct. Rep.		Gov. Acct. Exec.
ADDRESS	1823 N Yellowood Ave. Broken Arrow, OK 74012	1233 Sovereign Row Ste B1, OKC, OK 73108	1330 W Main Street OKC, OK 73106	6220 Melrose Lane Oklahoma City, OK 73127	2708 Central Fwy E Wichita Falls, TX 76301	2727 Chems Blvd Irving, TX 75062	PO Box 5085 Phoenix, AZ 85076	PO Box 3766 Shawnee, OK 74802	4325 SW 21st Street OKC, OK 73108
TELEPHONE NUMBER:	918-249-4015	405-947-5676	405-236-3438	405-808-9819	940-766-3216	972-438-0673 / 800-527-9929	800-659-9575 ext 2208	405-275-3851	405-651-0847
FAX NUMBER:	918-249-4038	405-943-3660		405-787-8222	940-766-3867	972-438-0634	480-893-2739	405-275-7001	405-946-9114
CELL PHONE:	_____								
OFFICE PHONE:	_____								
	darren@harveysales.com								
NON-COLLUSION AFFIDAVIT:	YES	YES	YES	YES	YES	YES	YES	YES	YES

Susan Reese publicly opened and named each bidder. Harold Haralson moved, seconded by Darry Stacy, to **accept** the bid and to **award** to the only bidder Norman Transcript that was properly executed follows:

- 2. Bid#COM-1950 – One-Year (1) Non-Encumbered Contract for the Publication of Commissioners’ Proceedings and any Legal Notices required by law per the Oklahoma Statues. The bid term will be from July 1, 2020, through June 30, 2021.**

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

CLEVELAND COUNTY BID SUMMARY
Bid # COM-1950 Publication of Notices

List of Individual Bidders

BID: #COM-1950
 DEPT: COMMISSIONER'S
 DATE OPENED: 5-26-20

The Norman Transcript	
<p>List of Individual Items One-Year (1) Non-Encumbered Contract for the Publication of Commissioners' Proceedings and any Legal Notices required by law per the Oklahoma Statutes.</p> <p>The bid term will be from July 1, 2020 through June 30, 2021.</p> <p>1st Publication Per Word: \$0.15 2nd Publication Per Word: \$0.14 3rd Publication Per Word: \$0.14 Subsequent Publications Per Word: \$0.14</p> <p>Contract Information: Contact Person: Byron White Telephone Number: 405-366-3503 Fax Number: 405-366-3520 e-mail: legals@normantranscript.com NON-COLLUSION AFFIDAVIT: YES PA-102(1982)</p>	<p>Awarded to: The Norman Transcript on 5/26/20</p>

B. Old Business:

1. Upon the recommendation of Susan Reese, Harold Haralson moved, seconded by Rod Cleveland, to **award** as per bid summary to PAB Moving, LLC, for **Bid #EB-1948** – One-Year (1) Non-Encumbered Contract for Voting Equipment delivery service for Ballot Boxes, Voting Booths and any other additional equipment for the Election Board. The bid term will be from July 1, 2020, through June 30, 2021, with option to renew for one (1) additional year.
 The vote was: Harold Haralson, yes; Darry Stacy, yes; Rod Cleveland, yes.
 Motion carried.

2. Upon the recommendation of Susan Reese, Harold Haralson moved, seconded by Darry Stacy, to **award** as per bid summary to the lowest and best bidder, Mid-West Printing Company for **Bid #EB-1949** – One-Year (1) Non-Encumbered Contract for the Printing of Election Ballots for the Cleveland County Election Board. The bid term will be from July 1, 2020, through June 30, 2021, with the option to renew one (1) additional year.
 The **vote was:** Darry Stacy, yes; Rod Cleveland, yes; Harold Haralson, yes.
 Motion carried.

C. Items of Business:**1. George Mauldin, Emergency Management Director, presented a COVID-19 update to the BOCC as follows:**

There are 493 confirmed cases in Cleveland County with 37 deaths. This is an increase of 25 cases and one death since the last weekly update on May 18, 2020.

There are 240 cases in Norman with 20 deaths, an increase of 17 cases, and one death since the last weekly update.

Norman is now 6th in the total number of cases in Oklahoma behind Oklahoma City (964), Guymon (743), Tulsa (681), Bartlesville (256), and Lawton (244).

We will continue to receive PPE from the state each Friday. Some items, particularly Tyvek suits and some sizes of gloves are in very short supply. At present, the Sheriff's Office and the volunteer fire departments have adequate supplies of face masks, face shields, and most sizes of gloves. Since the relaxing of restrictions last week, we have had no issues in the courthouse complex.

Typically the busiest area is at the Court Clerk's area in the basement of the courthouse. Social distancing is being maintained.

Last week there were a number of national and local reports about the CDC changing the guidance as to the possibility of contracting COVID-19 by touching a contaminated surface. However, these reports seem to be in error. The CDC has maintained that the primary source of transmission is person-to-person but the virus may be spread in other ways to include touching a contaminated surface.

CDC text states that the virus may be spread in other ways; it may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes. This is not thought to be the main way the virus spreads, but we are still learning more about how this virus spreads.

Environmental cleaning and disinfection are still very important and should continue to maintain all current procedures.

2. Darry Stacy moved to appoint Commissioner Harold Haralson as Cleveland County's Designated Proxy on behalf of the Board of Directors of Compsource Mutual Insurance Co. Rod Cleveland seconded the motion. The vote was: Rod Cleveland, yes; Harold Haralson, yes; Darry Stacy, yes. Motion carried.**3. Chairman Haralson called for discussion and/or action on the Funding Certificate Cleveland County Federal Funding Certification for the CARES Act grant application.**

Rod Cleveland said that he received the Funding Certificate just minutes before the meeting began and added that this is available and ready for approval, but **moved to table** this item until Witt O'Brien has time to review this and to give guidance to the BOCC, because once it is approved it will set up Cleveland County as a portal to upload any expenses for the State of

Oklahoma Cares Act through the Treasurer's Department.

Darry Stacy seconded the motion.

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

4. Following a brief discussion with Election Board Secretary Bryant Rains, Rod Cleveland moved, seconded by Darry Stacy, to **approve** the Purchase of a 3 Station Expert 3 Auto Fdr + CIS Scanner + Multi License and OMS-500 Tri (mail system) in the amount of \$9,623.00 and Omaton 410 Envelopener in the amount of \$9,629.00 from Cleveland County general government. **(The State Election Board will reimburse the county for this purchase.)**
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

Chairman Haralson said that the following item numbers, 5 through 22 are **Consent Items** and are routine in nature except for item number "18" that through the advice of legal counsel will be moved to the end of the agenda. Darry Stacy moved, seconded by Rod Cleveland, to **approve** all except **Item No. 18:**

5. **Request for Approval of Allocation** of Alcoholic Beverage Tax in the amount of \$69,247.82.
6. **Resolution** establishing the Nine-One-One Emergency Telephone Fee Rate for FY 2021.
7. **Approve Payment** of Invoice #468134 to Pierce Couch Hendrickson in the amount of \$3,345.38.
8. **Approve Payment** of Invoice #1483 from Tisdal & O'Hara in the amount of \$2,512.50. (CVS)
9. **Service Agreement** between Cleveland County Sheriff's Office and Smiths Detection to provide on-site service to the X-Ray machines in the county buildings in the amount of \$8,514.00 for the period July 1, 2020 through June 30, 2021.
10. **Commercial Services Agreement** between the Cleveland County Clerk's office and Cox Business for the period July 1, 2020 through June 30, 2021. CBI 25-25 Mbps x 5 Mbps, 5 Static IP Address and CBI Modem for a monthly cost of \$123.99.
11. **Renewal Agreement** between the Cleveland County Clerk's Office and Xerox Business Solutions Southwest for the period July 1, 2020 through June 30, 2021. Maintenance of 2 HP 602X Printers, ID #41316 and ID#41317. No Base rate. \$.023878 per print billed monthly or quarterly for services performed.

- 12. Contract Renewal** between Automated Merchant System Inc. and the Cleveland County Clerk for merchant processing of debit/credit cards for FY2020/2021. All terms and condition will remain the same.
- 13. Maintenance Agreement** between the Cleveland County Commissioners Office and Standley Systems for service on IM C4500 Savin in the amount of \$.0080 per B/W copies and \$.0500 per color copies for the period July 1, 2020 through June 30, 2021.
- 14. Maintenance Agreement** between the Cleveland County Purchasing and Standley Systems for service on IM C4500 Savin in the amount of \$.0080 per B/W copies and \$.0500 per color copies for the period July 1, 2020 through June 30, 2021.
- 15. Service Contract** between the Cleveland County Sheriff and Voice Products Service, LLC for software and hardware pertaining to 911 service operations effective July 1, 2020, through June 30, 2021, in the amount of \$4,271.00.
- 16. Contract Amendment** for Tyler Technologies, adding 90 additional implementation days (720 hours) at \$160/hr. for a total of \$115,200.00.
- 17. Lease and Maintenance Agreement** between the Cleveland County Election Board and Standley Systems for (3) HP Color Laser Jet Managed Flow MFP E87650dn in the amount of \$355.33 per month. The B/W copies will be billed @ \$.0080 per copy and the color copies will be billed @ \$.0500 per copy for the period July 1, 2020 through June 30, 2021.
18. (This Item moved to the end of the agenda.)
- 19. Lease and Maintenance Agreement** between the Cleveland County Election Board and Quadient Leasing for lease of Postage Machine- IN700SHDS30 IN Series 700 Base w/Mixed Size Feeder, Sealer, Drop Tray, Ink Cartridge, LAN Cable, INDS7 & INWP30 in the amount of \$370.00 per month. Lease period is from July 1, 2020 through June 30, 2021.
- 20. Contract** between Board of Cleveland County Commissioners on behalf of Cleveland County Assessor's Office and Total Assessment Solutions Corporation (TASC) in the amount of \$25,500.00 for maintenance and support services. The term of this contract shall be from July 1, 2020 until June 30, 2021.
- 21. Review, Audit, and Approve or Disallow Blanket Purchase Orders** submitted. A report will be available for distribution at the meeting or may be obtained from the County Clerk.
- 22. Review, Audit, and Approve or Disallow claims for Payment of Personal Services, Travel, Maintenance & Operations, and Capital Outlay.** A report will be available for distribution at the meeting or may be obtained from the County Clerk.

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

END OF CONSENT DOCKET.

Chairman Haralson said that under the advice of legal counsel, he moves to **strike** the following from the consent agenda. Darry Stacy seconded the motion.

18. Renewal Maintenance Agreement between Cleveland County Assessor and ESRI, Inc. on ArcGIS for Server Enterprise Standard up to four Cores from ARCIMS 9.1. Migrated maintenance includes Enterprise Basic up to four cores from ARCSDE9.1. Migrated Maintenance Bundle for a total amount of \$12,600.00 during the period July 1, 2020, through June 30, 2021.

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

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

E. During Commissioner's discussions regarding County Business, Commissioner Cleveland discussed his Zoom call with the Oklahoma Sheriff Association, ACCO, and the State Health Department to talk about the COVID-19 reimbursements for personnel costs at the Health Department. The State Health Department is taking care of the personnel costs without the county having to track those reimbursements. They did say that any other reimbursement at the County Health Department, the county should ask for those reimbursements through the Cares Act.

Commissioner Cleveland shared his discussions with Ray McNair, Oklahoma Sheriff's Association, concerning the Cares Act and FEMA.

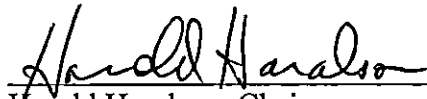
Also, he learned that a lot of the Sheriffs have used an electrostatic sanitizer and added that Creek County purchased a fogger machine and mix their own solution to help eliminate the virus on surfaces.

E. No comments from the public were made.

F. There being no further business to come before the Board, Darry Stacy moved, seconded by Rod Cleveland, that the meeting is **adjourned** at 1:15 P.M.
The vote was: Darry Stacy, yes; Rod Cleveland, yes; Harold Haralson, yes.
Motion carried.

(Clerk's Note: Agenda was posted on May 22, 2020, @ 10:50 AM.)

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



Harold Haralson, Chairman

ATTEST:



Tammy Belinson, County Clerk and Secretary to the Board





Minutes Prepared by Linda Atkins, Deputy County Clerk