



## BOARD OF COUNTY COMMISSIONERS MINUTES

MONDAY, JUNE 8, 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 to (405)366-0200 to make Public Comment.**

**Commissioner Harold Haralson 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 8th day of June 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 Jim Robertson, Assistant District Attorney Nate Hales, Linda Atkins, Melissa Nies, Denise Ellison, Melinda Duke, Susan Reese, Laura Smith, Sheriff Blake Green, Undersheriff Kent Richie, Bryan Jenkins, Brian Wint, Kathy Singer, Carrie Davis, Bryant Rains, Brenda Hill, George Mauldin, Jacob McHughes, John Roberts, Alison Vinson, Joy Hampton, (by Remote), Carolina Van Horn, Leann Clement, Marilyn Williams, and Daniel Thatcher.

After the reading of the minutes of the Regular Meeting of June 1, 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: Rod Cleveland, yes; Harold Haralson, yes; Darry Stacy, yes.  
Motion carried.

### **A. Bid Openings:**

Melinda Duké 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:

- 1. Bid #SHE-1951 – One-Year (1) Non-Encumbered Contract for Inmate & Detention Supplies for Cleveland County. The bid term will be from July 1, 2020 through June 30, 2021.**

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

**CLEVELAND COUNTY BID SUMMARY**

**List of Individual Bidders**

	<b>Bob Barker Company, Inc.</b>	<b>Admiral Express</b>	<b>Victory Supply</b>	<b>ICS Jail Supplies</b>	<b>Page 1</b>
BID: #SHE-1951	1	2	3	4	
DEPT: Sheriff Department					<b>Award ed:</b>
DATE OPENED: 6-5- 20					<b>Tabled on 6-8- 20</b>
<b>List of Individual Items</b>					
One-Year (1) Non- Encumbered Contract for Inmate & Detention Supplies. The bid term will be from bid July 1, 2020 through June 30, 2021.					
DELIVERY:	5-10 days	5 days	14 days	7-14 days	
COMMENTS/EXCEPT IONS:				*Bid Peerless as equal to Smith & Wesson *Bid Mattress covers in place of 36x75x4 inmate fitted sheets.	
CONTACT PERSON:	Ryan McNeill	Chris Eisele	Mariah Macham	Lacy Key	
TITLE:	Contract Specialist	Facilities Coordinator	Bids Administrator	Bid/Contra ct Manager	
ADDRESS	7926 Purfoy Rd. Fuquay Varina, NC 27526	1823 N Yellowood Ave Broken Arrow, OK 74012	7025 Industrial Park Rd. Mt. Pleasant, TN 38474	PO Box 21056 Waco, TX 76702	
TELEPHONE NUMBER:	800-334-9880	918-249-4015	888-376-1205 x716	800-524- 5427	
FAX NUMBER:	800-322-7537	918-249-4038	931-325-5521	254-751- 0299	
EMAIL:	<a href="mailto:ryanmcneill@bobbar.com">ryanmcneill@bobbar.com</a>	<a href="mailto:chris@admiralexpress.com">chris@admiralexpress.com</a>	<a href="mailto:mariah@victorysupply.com">mariah@victorysupply.com</a>	<a href="mailto:bids@icswaco.com">bids@icswaco.com</a>	
NON-COLLUSION AFFIDAVIT:	YES	YES	YES	YES	

Melinda Duke publicly opened and named each bidder. Harold Haralson moved, seconded by Darry Stacy, 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:

2. **Bid #SHE-1952** – One-Year (1) Non-Encumbered Contract for Jail 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**

	<b>Blue Box - Engineeri ng Interests, LLC</b>	<b>ICS Jail Suppli es, Inc.</b>	<b>Locke Supply</b>	<b>Unipak</b>	<b>Admiral Express</b>	<b>South Central Industries, Inc</b>	<b>Empire Paper</b>
	1	2	3	4	5	6	7
BID: <b>#SHE-1952</b>							
DEPT: Sheriff's Department							
DATE OPENED: 6-8- 20							
<b>List of Individual Items</b>							
One-Year (1) Non- Encumbered Contract for Jail Supplies. The bid term will be from July 1, 2020 thru June 30, 2021							
DELIVERY:	3 to 5 days	14-21 days	5-7 days  Except special order pleated filter 20x22x1/4, lead time of 4 weeks	1-10 days	5 days	10 days	1-14 days

COMMENTS/  
EXCEPTIONS: Gates Belts - Glasfloss filters  
I'm thinking line 9 of the filters is a typo, if not they will be special order and have a lead time of 4 weeks. I have added a ~~20x22x1~~ pleated filter pricing which is more common.

CONTACT PERSON:	Rick Smith	Lacy Key	Mark Stevenson	Brian Marcus	Chris Eisele	Melissa High	Michelle Sheeder
TITLE:	Business Dev.	Bid/Contract Mgr	Outside Sales	President	Facilities Coord.		Bid Agent
ADDRESS	901 Enterprise Ave, Ste 5A OKC, OK 73128	PO Box 21056 Waco, TX 76702	101 N Taylor Ave. Wynnewood, OK 73098	POB 300027 Brooklyn, NY 11230	1823 N Yellowwood Ave Broken Arrow, OK 74012	PO Box 3766 Shawnee, OK 74802	2708 Central Fwy E Wichita Falls, TX 76301
TELEPHONE NUMBER:	405-521-9918	800-524-5427	405-519-6464	888-808-5120 x4	918-249-4015	405-275-3851	940-766-3216
FAX NUMBER:		254-751-0299	N/A	718-677-9371	918-249-4038	405-275-7001	940766-3867
MOBILE NUMBER:	972-345-0542						
Email Address:	<a href="mailto:smith.r13832@gmail.com">smith.r13832@gmail.com</a>	<a href="mailto:bids@icswaco.com">bids@icswaco.com</a>	<a href="mailto:mstevenson@lockesupply.com">mstevenson@lockesupply.com</a>	<a href="mailto:customercare@unipakcorp.net">customercare@unipakcorp.net</a>	<a href="mailto:chris@admiralexpress.com">chris@admiralexpress.com</a>	<a href="mailto:melissa@southcentralind.com">melissa@southcentralind.com</a>	<a href="mailto:bids@empirepaper.com">bids@empirepaper.com</a>
NON-COLLUSION AFFIDAVIT:	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 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 #SHE-1953** – Six (6) month Non-Encumbered Contract for Bulk Oils, Lubricants & Antifreeze for the County Commissioners. The bid term will be from July 22, 2020 through January 21, 2021.

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

<b>CLEVELAND COUNTY BID SUMMARY</b>
<b>BID: #HWY-1953 Bulk Oils, Lubricants &amp; Antifreeze</b>
<b>Bid Term July 22, 2020 to January 21, 2021</b>

## List of Individual Bidders

AEG Petroleum	Earnheart Oil Co.	NCH Corporation
---------------	-------------------	-----------------

**BID: #HWY-1953**  
**Bulk Oils,**  
**Lubricants &**  
**Antifreeze**

**DEPT:**  
**Commissioner's**

**DATE OPENED:**

**6-8-20**

**Awarde**  
**d To:**

**Tabled**  
**on**

**6/8/20**

Six (6) month Non-  
 Encumbered  
 Contract for  
 Bulk Oils, Lubricants  
 &  
 Antifreeze for the  
 County  
 Commissioners.  
**The bid term will be**  
**from**  
**July 22, 2020 to**  
**January 21, 2021**

Contact Person:	John Andrade	Butch Kraft	Toni L. Boyd
Title:	Regional Sales Manager	Sales	Bid Manager
Address:	PO Box 66 El Reno, OK 73036	12792 W. Co. Rd 60 Marshall, OK 73056	2727 Chemsearch Blvd Irving, TX 75062
Telephone Number:	405-262-1966/405- 830-2139	580-541-6221	800-527-9929(ext0563)
Fax Number:	405-262-6368	580-935-6663	972-438-0634
Cell Number:	405-830-2139		
E-Mail:	<u><a href="mailto:jandrade@aegpetroleum.com">jandrade@aegpetroleum.com</a></u>	<u><a href="mailto:butch@earnheartoil.com">butch@earnheartoil.com</a></u>	<u><a href="mailto:certifiedlabs.biddepartment@nch.com">certifiedlabs.biddepartment@nch.com</a></u>
NON-COLLUSION AFFIDAVIT:	YES	YES	YES

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 #COM-1954** – Agreement for preventative maintenance of five (5) Hydraulic Elevators and one (1) Rotary Elevator for Cleveland County. The bid term will be from July 1, 2020 through June 30, 2021.

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

**CLEVELAND COUNTY BID SUMMARY**  
**List of Individual Bidders**

	<b>American Elevator Co.</b>	<b>Kone, Inc.</b>	<b>Southwest Elevator Company</b>	
<b>BID:</b> #COM-1954				
<b>DEPT:</b> COMMISSIONER'S				
<b>DATE OPENED:</b> 6-8-20				
	1	2	3	
<b>List of Individual Items</b>				<b>Awarded To:</b>
Multiple year agreement for preventative maintenance of five (5) Hydraulic Elevators and one (1) Rotary Elevator for Cleveland County. Bid term is effective from July 1, 2020 thru June 30, 2021. The agreement will be renewable, upon mutual consent and approval of the Board of County Commissioners on an annual basis from July 1st through June 30th				Tabled on 6-8-20
<b>Monthly Maintenance Total:</b>	\$1,335.00	\$1,750.00	\$1,350.00	
<b>Hour rate, per person \$:</b>	\$300/hr	\$249.18	\$200.00	
Hour rate, per person, for other maintenance and repair work not specifically included in the bid specifications during regular working hours.				
<b>Repair Parts Discount %:</b>	0%	10%	0%	
Repair parts discount from published list price for parts not specifically included in the specifications.		(KONE Spares)		
<b>Exceptions:</b>	American Elevator assumes no responsibility for applicable safety tests that are overdue at commencement of this agreement. American Elevator shall be provided upto date wiring diagrams, manuals as a part of this agreement.	Please refer to the scope of services & exclusions document included with the bid. These exclusions include; performance, HazMat and obsolescence, due to the age of the rotary elevator. KONE utilizes our internal parts department, KONE Spares, for acquisition of needed parts. A complete list is unavailable to include in bid, however a price	Southwest will not charge to get elevator test dates current.	

breakdown will be provided should a repair fall outside of the maintenance contract.

**Contact Information:**

Contact Person:	Steven Schmidt	Jason Barry	Mike Barnes
Title:	President	Sr. Service Consultant	Manager
Address:	1905 S Harvard Drive Oklahoma City, OK 73128	3701 SW 29th Street Oklahoma City, OK 73119	4 NE 10th St, Suite 434 Oklahoma City, OK 73104
Telephone Number:	405-236-1174	405-924-1137	918-703-0168
Fax Number:	405-236-1179	405-681-2090	_____
NON-COLLUSION AFFIDAVIT: PA-102(1982)	YES	YES	YES

**B. Old Business:**

1. Upon the recommendation of Melinda Duke, Harold Haralson moved, seconded by Darry Stacy, to **award** as per bid summary and where low bid was not awarded there is an explanation for **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.

**C. Items of Business:**

1. **George Mauldin, Emergency Management Director, presented the following COVID-19 Updates and Operations within Cleveland County:**

There are 524 confirmed cases in Cleveland County with 37 deaths. This is an increase of 21 cases with no additional deaths since the last weekly update on June 1, 2020.

On June 5, 2020, OSDH resumed publishing city and zip-code level data on active and recovered COVID-19 cases. OSDH also returned to the reporting of nursing home and long-term care facility data in the daily Governor’s executive order report.

There are 250 cases in Norman with 20 deaths. This is an increase of 7 cases with no additional deaths since the last weekly update on June 1, 2020.

Since the relaxing of restrictions three weeks ago, there are no issues in the courthouse complex.

**Recommendations:**

Continue to follow CDC guidelines on social distancing and hand hygiene.

Discontinue the use of the temporary employee to clean high touch surfaces in common areas.

Remove COVID-19 related signs from common areas.

Commissioner Stacy asked what his recommendations were for the workout center.

George Mauldin recommended that all restrictions be lifted on the workout center.

Darry Stacy moved, seconded by Rod Cleveland, to **move forward** with the recommendations of the Emergency Management Director as follows:

- Continue to follow CDC guidelines on social distancing and hand hygiene.
- Discontinue the use of temporary employee to clean high touch surfaces in common areas.
- Remove COVID-19 related signs from common areas.
- Remove all restrictions on the work out center.

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

2. **Presentation** was made by Carrie Davis on the Pre-Trial Program.

3. Chairman Haralson called for discussion and/or action on the selection of a person to represent the Board of County Commissioners on the **Pioneer Multi-County Library Board**.

Harold Haralson moved that HR Department is tasked with the job to distribute the notice to the public requesting applications and letters of intent and resumes for this position within two weeks of the date of posting to end that period of release.

Rod Cleveland seconded the motion.

Commissioner Stacy asked if two weeks give enough time.

HR Director Alison Vinson said that amount of time is sufficient.

Commissioner Stacy said that he is leaning toward getting this all done in a week.

Commissioner Cleveland said that is agreeable with him.

Chairman Haralson modified his original motion to the selection of a person to represent the Board of County Commissioners on the Pioneer Multi-County Library Board is directed to the HR Department to distribute the notice to the public for accepting applications and that the posting is reduced to one week.

Rod Cleveland seconded the motion.

Commissioner Stacy said he will have the District Attorney's office review the applications as well and have discussions afterward.



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

Chairman Harold Haralson said that the following item numbers, 4 through 33, are **Consent Items** and are routine in nature: Rod Cleveland moved, seconded by Darry Stacy, to **approve** the consent items.

3. **Notice of Appointment of Requesting Officer** naming Travis Ary for all Treasurer Accounts.
4. **Contract** between Board of County Commissioners and Legislative Information Service of Oklahoma, LLC (LegisOK) effective July 1, 2020 through June 30, 2021 for a single user account in the amount of \$2,500.00 per year.
5. **Annual Renewal** for Support and Hosting by Civic Plus effective July 1, 2020 through June 30, 2021 for Cleveland County. Invoice # 199899 in the amount of \$15,621.50, Invoice # 199900 in the amount of \$10,325.73 and Invoice # 199902 in the amount of \$4,185.66.
6. **Contract** Renewal between Board of County Commissioners and Wiley D. Harwell, D., LPC, DBA Wellness counseling Center effective July 1, 2020 through June 30, 2021 in the amount of \$8,520.00 per year payable in twelve (12) equal payments.
7. **Renewal Agreement** between Cleveland County Clerk and Underground Vaults & Storage effective July 1, 2020 through June 30, 2021. Storage Lease Agreement includes economy archives hard copy/x-rays at a rate of \$3.12 per cubic foot per year and environmentally controlled vault storage for electronic media/micrographics at a rate of \$37.50 per cubic foot per year.
8. **Contract** between Board of County Commissioners on behalf of Cleveland County Court Clerk and Underground Vaults & Storage effective July 1, 2020 through June 30, 2021 in the amount of \$50.00/container of 16mm or 35mm microfilm, \$50.00/container with approximately 2,000 microfiche and \$2.00 per cubic foot of storage are leased for miscellaneous property.
9. **Contract** between Board of County Commissioners on behalf of Cleveland County Court Clerk and Underground Vaults & Storage effective July 1, 2020 through June 30, 2021 in the amount of \$2.00 per cubic foot of storage leased for the storage of miscellaneous court records.
10. **Contract** between Board of County Commissioners on behalf of Cleveland County Court Clerk and Absolute Data Shredding (ADS) effective July 1, 2020 through June 30, 2021 in the amount of \$10.00 per 95-gal cart.
11. **Contract** between Board of County Commissioners on behalf of OSU Extension Office and Eureka Water Company effective July 1, 2020 through June 30, 2021 in the amount of \$6.20 per 5 gallon bottle.

12. **Contract** between Board of County Commissioners on behalf of OSU Extension Office and Cox Communications effective July 1, 2020 through June 30, 2021 in the amount of \$103.99 per month.
13. **Contract** between Board of County Commissioners on behalf of OSU Extension Office and Schendel Pest Services effective July 1, 2020 through June 30, 2021 in the amount of \$50.00 per month.
14. **Contract Renewal** between Board of County Commissioners on behalf of Cleveland County Election Board and Windstream Enterprises effective July 1, 2020 through June 30, 2021 in the amount of \$474.63 per month.
15. **Contract Renewal** between Board of County Commissioners on behalf of Cleveland County Election Board and Eureka Water Company effective July 1, 2020 through June 30, 2021 in the amount of \$6.20 per 5 gallon bottle.
16. **Contract** between Board of County Commissioners on behalf of Cleveland County Election Board and Cox Communications effective July 1, 2020 through June 30, 2021 in the amount of \$283.45 per month.
17. **Approval** of Interlocal Agreement for Veteran Services between Board of County Commissioners and Cleveland County Health Department effective July 1, 2020 through June 30, 2021 in the amount of \$90,000.00.
18. **Approval** of Interlocal Agreement for Cleveland County Healthy Living Program effective July 1, 2020 through June 30, 2021 in the amount of \$200,000.00.
19. **Interlocal Agreements** between the Board of County Commissioners and the following cities, towns, school districts and tribes for FY 2020-2021:
  - a. City of Lexington
  - b. City of Moore
  - c. City of Noble
  - d. City of Oklahoma City
  - e. Town of Slaughterville
  - f. City of Norman
  - g. Pottawatomie County
  - h. McClain County
  - i. Independent School District No. 70 (Little Axe)
  - j. Independent School District No. 57 (Lexington)
  - k. Independent School District No. 40 (Noble)
  - l. Absentee Shawnee Tribe of Oklahoma
  - m. Citizen of Potawatomi Nation
  - n. Department of Wildlife Conservation
  - o. Department of Tourism
20. **Agreement** between Cleveland County Board of County Commissioners and CASA to provide a court appointed special advocate program to citizens of Cleveland County for the period July 1, 2020 through June 30, 2021.

21. **Agreement** between Cleveland County Board of County Commissioners and Mary Abbott Children's House to provide services to citizens of Cleveland County for the period July 1, 2020 through June 30, 2021.
22. **Agreement** between Cleveland County Board of County Commissioners and Women's Resource Center to provide services to citizens of Cleveland County for the period July 1, 2020 through June 30, 2021.
23. **Interlocal Agreement** between the Board of Cleveland County Commissioners and Cleveland County District Attorney, Greg Mashburn to provide Cleveland County elected officials as well as county employees in county operation, legal advice and/or representation in all relevant county matters in the amount of \$357,598.40 for the period July 1, 2020 through June 30, 2021.
24. **Contract** between Board of County Commissioners on behalf of Cleveland County Treasurer and attorney Diane DeFilippo to provide professional services "as needed" to both Commissioners and Treasurer in the amount of \$100.00 per Title search and \$7.00 per Title verification. This contract is effective July 1, 2020 through June 30, 2021.
25. **Contract** between Board of County Commissioner on behalf of Cleveland County Sheriff's Office and Turn Key Health effective July 1, 2020 through June 30, 2021 in the amount of \$62,063.24.
26. **Contract** between Board of County Commissioners on behalf of Cleveland County Fairgrounds and Cox Communications effective July 1, 2020 through June 30, 2021 in the amount of \$131.99 per month.
27. **Renewal Agreement** between Board of County Commissioners on behalf of Cleveland County Clerk's Office and R.K. Black, Inc effective July 1, 2020 through June 30, 2021. Total Care Maintenance for Source Tech 9620 printer is \$103.95 per quarter and includes 4,500 prints per quarter with an overage charge of \$.0230989, including all parts, labor, toner and internal consumables. Paper is excluded.
28. **Contract Renewal** between Board of County Commissioners on behalf of Cleveland County Treasurer's Office and Eureka Water Company effective July 1, 2020 through June 30, 2021 in the amount of \$6.20 per 5 gallon bottle.
29. **Contract Renewal** between Board of County Commissioners on behalf of Cleveland County Human Resources and Oklahoma Copier Solutions for copier services effective July 1, 2020 through June 30, 2021 in the amount \$.01 per black & white copy and \$.08 per color copy.
30. **Resolution for Disposal** of the following item from the County Treasurer's Office. This item was junked.
  - a. Bizhub C360 Multi-Function Copier, S/N AOED011010800

**31. 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.

**32. 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: Darry Stacy, yes; Rod Cleveland, yes; Harold Haralson, yes.  
Motion carried.

**END OF CONSENT DOCKET.**

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

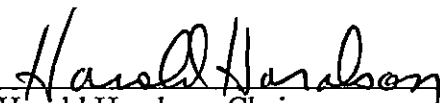
**D.** During **Commissioner's** discussions about **County Business**, Brian Wint, Project Manager, introduced Carolina Van Horn, the Community Development Specialist, with Witt O'Brien. He said that she will visit with each department to gather data for the CARES Act (The Coronavirus Aid, Relief, and Economic Security). He said that Wednesday, June 10, 2020, is the first cutoff date. Commissioner Stacy asked if that deadline is attainable. Ms. Van Horn answered affirmatively.

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


**F.** There being no further business to come before the Board, Rod Cleveland moved, seconded by Darry Stacy, that the meeting is **adjourned** at 1:14 P.M.  
The vote was: Rod Cleveland, yes; Harold Haralson, yes; Darry Stacy, yes.  
Motion carried.

(Clerk's Note: Agenda was posted on June 5, 2020, @ 9:55 AM.)

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

  
\_\_\_\_\_  
Harold Haralson, Chairman

**ATTEST:**

  
\_\_\_\_\_  
Tammy Belinson, County Clerk and Secretary to the Board

Minutes prepared by:   
\_\_\_\_\_  
Deputy County Clerk

