



BOARD OF COUNTY COMMISSIONERS

MINUTES

MONDAY, MAY 16, 2022

Brian Wint led in Prayer and the Pledge of Allegiance to the Flag.

Chairman Darry Stacy called to order the regularly scheduled meeting of the Board of Cleveland County Commissioners at 1:00 P.M. this 16th day of May 2022, in Meeting Room 200 of the Cleveland County Office Building. Linda Atkins, Deputy County Clerk/Secretary, called the roll and those present were:

Darry Stacy, Chairman
Harold Haralson, Vice-Chairman
Rod Cleveland, Member
Linda Atkins, Secretary

Others present were: County Clerk Tammy Belinson, Assistant District Attorney Kristina Bell, Assistant District Attorney Keaton Haney, Brady Neal, Rusty Sullivan, John Roberts, Marshall Britton, Alison Vinson, Bryan Jenkins, Sheriff Chris Amason, Undersheriff Marcus Williams, Lisa Ward, Duke Senter, Courtney DeKalb Myers, Brian Wint, Lisa Painter, Mendi Brandon, Leann Clements, Melinda Duke, Pam Howlett, Tracy Mamone, Vince Dougherty, Terrell Dodson, Mitzi Combs, Mary Ann Nelson, Lisa Ertel, Melissa Houston, Jan Skelton, Shawn Musgraves, Melissa Nies, Sarita Scott, Joy Hampton, and Laura Smith.

After the reading of the minutes of the **Regular Meeting of May 9, 2022**, and there being no additions or corrections, Harold Haralson moved that the minutes be **approved**.

Rod Cleveland seconded the motion.

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

Motion carried.

A. Old Business:

1. Upon the recommendation of Pam Howlett, Darry Stacy moved, seconded by Harold Haralson, to **award** to multiple vendors as per the bid summary for **Bid #HWY-2032** – Three (3) month non-encumbered contract to provide materials and installation of asphaltic concrete base and surface course (hot mix/hot laid asphalt). The bid term will be from June 1, 2022 through September 30, 2022.

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

Motion carried.

B. Items of Business:

1. Rod Cleveland moved, seconded by Harold Haralson, to **strike** this item from the agenda: **Presentation** by Sowmya Sridhar of McLaren Cares on Workforce Training Project Proposal for Cleveland County.
The vote was: Darry Stacy, yes; Harold Haralson, yes; Rod Cleveland, yes.
Motion carried.
2. Harold Haralson moved, seconded by Darry Stacy, to **table until a later date the following item: Approval** of \$2,000,000.00 of American Rescue Plan Act to image, digitize, index and preserve Cleveland County's historical records and documents entrusted to the County Clerk's office to be obligated out of the \$10,000,000.00 of the allowable "Revenue Loss Allowance" approved on March 7, 2022 by the Board of County Commissioners.
A presentation by County Clerk Tammy Belinson was made that the County Clerk's office has everything on micro film back from the creation of the County to 1971. The images on the microfilm are not clear and up to the standards of today's technology. She wants to get all the books digitized and put on the internet. She feels safe to do this since they have implemented the Fraud Guard software. In her opinion, it is the best way to serve the current and future generations of citizens in Cleveland County by digitizing the microfilm and to preserve them for many years to come. She asked if the Board had any questions.

Harold Haralson said that he had a couple of questions and then read the State Statute concerning legislation to preserve public records in the County Clerk's office. **28 O.S. §32.**

Tammy Belinson thanked Commissioner Haralson for stating her duties. She told him that she has spent money on updating the Real Estate Software and added that it was very costly. Her office also paid for the County's Financial Software, which under the State Statutes falls under the County Commissioners' duty. She took it upon herself to do that for the greater good of Cleveland County.

Harold Haralson responded by saying that he would like a breakdown of the income/expenditures for the last five years of that fund.

Tammy Belinson told Commissioner Haralson that he has access to that information as an elected official.

Following a brief discussion, Commissioner Haralson said that he is asking that she provide the Board of County Commissioners with a breakdown of the income/expenditures for the last five years of that fund.

Chairman Stacy asked how far back they have scanned.

Harold Haralson said that he has other questions for Tammy Belinson.

In response to Chairman Stacy's question, Tammy Belinson said that all records are scanned; but the microfilmed records from the creation of the county to 1971 need digitizing. She said that the number of images total approximately two million.

Chairman Stacy said that he is in full support of digitizing the county's records and added that it is the best way to preserve the records. He asked if that same number of images need indexing.

Tammy Belinson said that they are all indexed and most of them are handwritten and are in index books the way they did things in the beginning. Darry Stacy discussed the emails she sent him to potentially do the project in phases in moving forward.

Tammy Belinson said that the project will take about a year and a half and they only need enough money to get it started, but the total cost will be around \$2.0 million dollars. She has had two vendors come in to provide an estimate.

Darry Stacy asked if she had the proposals so he can look at what the vendors are proposing.

Tammy Belinson answered affirmatively.

Darry Stacy said that he will have to review the proposals.

Tammy Belinson said that they could do half on the first round and then do the second half. She said that it is going to be a tedious project.

Chairman Stacy asked if Harold Haralson had any questions.

Harold Haralson said that he believed it was brought to Tammy Belinson's attention that his staff found some Grants out there that are renewable from year to year that will pay for this project.

Chairman Stacy said, "Tammy, if you don't mind. I am trying to understand the fees that do come into that fund. The fees, basically, anybody that comes in, there is a separate preservation fee. Is that correct?"

Tammy Belinson said, "Yes. It is a \$5.00 fee that a legislator, back when the UCC Department was taken away from all the other counties and gave it to Oklahoma County, it took income away from all the other County Clerks; and the \$5.00 fee was implemented that is used to preserve any record. I bought software and I have several different programs, I replace books, and pay for the maintenance. There are valid expenses that come out of that. There is not enough money to cover this type of project."

Chairman Stacy said that he tried to look that up himself and there are \$6.5 million in total fees since 2015 and \$2.5 million in the Preservation Fee Fund.

Tammy Belinson said that is correct and added that she purchased the Financial Software which was about \$1.0 million and then the Real Estate software.

Chairman Stacy asked if that was \$2.0 million out of the \$6.5 million.

Tammy Belinson said that is correct and added that she did not have the exact totals.

Chairman Stacy said that it will take another \$2.0 million to complete the process.

Tammy Belinson said that is the estimate to digitize the beginning of the county's creation to 1971.

Chairman Stacy said that the current balance in the preservation fee fund is about \$0.5 million.

Tammy Belinson said that it is approximately that amount.

Harold Haralson stated that they cannot proceed until he gets the requested information.

Tammy Belinson said that she will resend her email to Commissioner Haralson with the additional information.

Chairman Stacy said, "Thank you."

Rod Cleveland made a statement to the Board that he has looked up the grant opportunities and came to the conclusion that it would not be sufficient enough to fund a project like this and done in a manner that they are looking at. He said that the citizens of Cleveland County will be able to search records that are one hundred years old and recommended its approval.

Chairman Stacy said that there is no reason to not look at it coming out of the other dollars allowable out of the ARPA Funds. He asked Melissa Houston to see if it is allowable according to ARPA guidelines.

Melissa Houston said that she will check and report back.

Rusty Sullivan stated for clarification that ten counties across the nation are using the ARPA fund for this specific use and added that he will supply Chairman Stacy with that information.

Chairman Stacy asked if there were any further questions on this item. He said that in his opinion it is a worthy endeavor.

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

Chairman Darry Stacy said that the following item numbers, 03 through 17 are ~~Consent Items~~ and are routine in nature: Rod Cleveland moved, seconded by Harold Haralson, to **approve the consent items:**

- 3. Appoint Rich & Cartmill as agent of record for all matters relating to Compsource Mutual.**

4. **Approve** contract between Cleveland County Clerk and Cox Business for commercial services pertaining to CBI 25-25 Mbps x 5 Mbps, static IP addresses and CBI modem effective July 1, 2022 through June 30, 2023 in the amount of \$103.99 per month. This is a shared agreement with the Cleveland Count Treasurer’s Office with Treasurer’s Office paying even months and County Clerk’s Office paying odd months.
5. **Approve** contract between Cleveland County Clerk and Cox Business for commercial services pertaining to CBI 25-25 Mbps x 5 Mbps, static IP addresses, 4 additional IP addresses and CBI modem effective July 1, 2022 through June 30, 2023 in the amount \$123.99 per month.
6. **Approve** contract between Cleveland County District #3 and Fuelmaster effective July 1, 2022 through June 30, 2023 in the amount of \$2,650.00 covering parts and support labor for all Fuelmaster components, both software and hardware and provide free upgrades, as required.
7. **Approve** transfer of erroneously deposited funds from account 204553-54000, Sheriff Commissary to account 116554-50000, Sheriff 911 in the amount of \$4,226.11.
8. **Approve** the April 2022 Monthly Reports of the following Officers:
 - a. Bryant Rains, County Election Board Secretary
 - b. Tammy Belinson, County Clerk
 - c. Jim Reynolds, County Treasurer
 - d. Douglas Warr, County Assessor
 - e. Marilyn Williams, Court Clerk
 - f. Chris Amason, County Sheriff
 - g. Jackie Kanak, Health Department
9. **Approve** the February 2022 and March 2022 Monthly Reports from the Cleveland County Sherrif’s Office.
10. **Approve** customer service agreement between Cleveland County District #1 and Republic Service to provide waste service in the amount of \$106.33 per month effective July 1, 2022 through June 30, 2023.
11. **Approve** contract between Cleveland County Treasurer and Absolute Data Shredding for maintenance/services of three (3) 95-gal carts every 2 weeks in the amount of \$10.00 per cart effective July 1, 2022 through June 30, 2023.
12. **Approve** contract between Cleveland County Treasurer and PublicSoft to provide service, consulting, training, conversation and other miscellaneous services in the amount of two (2) equal installments of \$96,141.50. First payment will be invoiced on or after July 1, 2022. The second installment will be invoiced on or after January 1, 2023.
13. **Approve** contract between Board of County Commissioners and Classen Urgent Care Clinic effective July 1, 2022 through June 30, 2023 in the

amount of \$132.00 per patient encounter for the first 1,000 encounters and \$82.50 per encounter afterward.

14. Approve ground lease agreement between Board of County Commissioners and York Luxaire Inc. for real estate located at 2551 W. Franklin Road and 2451 W. Franklin Road to be used and occupied only for the purpose of exterior storage of inventory and transportation equipment effective July 1, 2022 through June 30, 2023 in the amount of \$500.00 per month.

15. Approve contract between Cleveland County Sheriff's Office and The PERCS Index Inc for technical support, product updates and access to the Customer Support area of the website effective May 23, 2022 through May 22, 2023 in the amount of \$500.00.

16. 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.

17. 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; Harold Haralson, yes; Rod Cleveland, yes.
Motion carried.

END OF CONSENT DOCKET

C. No new business to present at this time

D. During Commissioner's discussions about County Business, Commissioner Cleveland said that he attended, along with Commissioner Harold Haralson, the Norman Law Enforcement Memorial Service which featured three offices: the Sheriff's Office; the Moore Police Department; and the Norman Police Department. He said that it went back to 1912 through historical documents featured in the Sheriff's Office.

Commissioner Cleveland said that he will be participating in the Western Prosperity Roundtable forum on May 7-18, 2022. They will discuss the Federal money to local governments.

Commissioner Haralson said that the Norman Law Enforcement Memorial Service was well done and was held at a new location at the Legacy Park Amphitheater; and stated that he and Commissioner Stacy attended the Moore Public Schools Career Day.

Commissioner Stacy said a special thanks to the Sheriff's Department for all they do each and every day, particularly this week.

E. Public Comments were made by Mitzi Combs, Immediate Past-President of Oklahoma Land Title Association, and Mary Ann Nelson, President of First American Title, in support of using ARPA funds to image, digitize, index and preserve Cleveland County's historical records and documents.

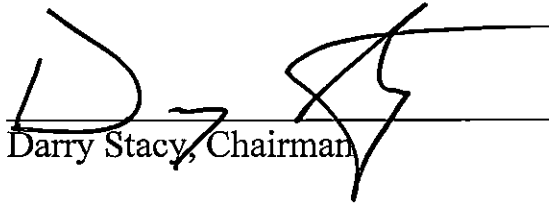
County Clerk Tammy Belinson commented that the majority of the counties do not have the money to do this and many counties do not have their records on the internet due to lack of funding. Tammy said it is her hope that Cleveland County will be a trendsetter by being first to digitize and preserve records; and then other counties can follow the lead of Cleveland County instead of vice versa.

Commissioner Stacy said, “You know me, I want to be first.”

- F. There being no further business to discuss, Harold Haralson moved, seconded by Rod Cleveland, that the meeting is **adjourned** at 1:28 P.M.
The vote was: Harold Haralson, yes; Rod Cleveland, yes; Darry Stacy, yes.
Motion carried.


(Clerk’s Note: The Agenda was posted on this 13th day of May 2022 at 9:34 A.M.)

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




Darry Stacy, Chairman

ATTEST:



Tammy Belinson, County Clerk and Secretary to the Board

Minutes prepared by: 

Deputy County Clerk

