

Cleveland County, OK

Cleveland County Office Building

*201 South Jones
Norman, OK 73069
Suite 200*



Board of County Commissioners

Meeting Minutes

Monday, July 13, 2026
1:00 PM

*Rusty Grissom - Chairman
Rod Cleveland - Vice Chairman
Jacob McHughes - Member*

<https://www.clevelandcount yok.com/>

Keri Lyles led the group in Prayer and the Pledge of Allegiance.

Meeting Called to Order

Roll Call

Present: Chairman Rusty Grissom, Vice Chairman Rod Cleveland, and Member Jacob McHughes,

Notice of the meeting was properly posted on July 10, 2026.

For purposes of this agenda "Action" means any of the following: amending, approving, approving as amended, deferring, denying, giving instructions to staff, making a recommendation to another public body, receiving documents or presentations, referring to committee, reconsidering, re-opening, returning, striking or postponing the item.

Approval of Minutes

1. Discussion and possible action regarding approval of the minutes of the Special Meeting of July 1, 2026, and the minutes of the Regular Meeting of July 6, 2026.

[2026-07-01 Sp Minutes](#)

[2026-07-06 Minutes](#)

A motion was made by Vice Chairman Cleveland, seconded by Member McHughes, to approve the minutes of July 1, 2026, special meeting and the minutes of the July 6, 2026, regular meeting. The motion carried by the following vote:

Aye: 3 - Chairman Grissom, Vice Chairman Cleveland, and Member McHughes

Public Comment: No comments from the public was made during this meeting.

Consent Items

Chairman Grissom said that the items on the consent agenda are routine in nature and approved with a single vote. However, any item on the consent agenda is subject to individual consideration at the request of a member of the body.

A motion was made by Vice Chairman Cleveland, seconded by Chairman Grissom, to postpone action on Item No. 3 until a later date, and to approve the remaining consent items. The motion carried by the following vote:

Aye: 3 - Chairman Grissom, Vice Chairman Cleveland, and Member McHughes

County Commissioners

2. Discussion and possible action on a contract with Legal Aid Services of Oklahoma for civil legal services for treatment and wellness court participants. This service is funded through the County Community Safety Investment Funds by the Oklahoma Department of Mental Health and Substance Abuse Services.
[LASO.pdf](#)
3. (Clerk's Note: This item is postponed.) Discussion and possible action regarding renewal contract for Symmetry/NEXtera/Athena for natural gas purchased, beginning July 1, 2026 through June 30, 2027.
[Symmetry](#)
4. Discussion and possible action regarding Application for Permit for Utility Line Installation on County Right-of-Way extension to the existing rural water system in Southern Cleveland County Submitted by Rural Water, Sewer, Gas & Solid Waste Management District No. 1 Cleveland No. 1, Cleveland County, (AKA Cleveland County RWD #1). Application for Permit and map attached.
[APPLICATION FOR PERMIT](#)
[Right-of-Way Map](#)
5. Discussion and possible action regarding - Crossroads Youth & Family Services lease agreement for FY2027.
[Crossroads Youth & Family Services Lease FY27](#)
6. Discussion and possible action regarding - Letter of Engagement with Consor North America, Inc. (Consor) for renewal of professional engineering services.
[Consor Engineers Statement of Engagement and Fee](#)
[Schedule 7.5.26](#)
7. Discussion and possible action regarding - CED5 Fund Project Application for District 3, slated project for 108th & Cemetery Road, Noble, OK at an estimated cost of \$50,000.00, requested amount from CED5 is \$25,000.00.
[CED5 Fund Project Application](#)
8. Discussion and possible action regarding - Add Holly Proctor as Receiving Officer for Building Maintenance accounts.
[Appointment of Receiving Officer\(s\) Blank](#)
9. Discussion and possible action to approve the Third-Party content License and App Store Distribution Authorization with BFAC for the Wellness App.
[2026-07-13 License and App](#)

10. Discussion and possible action regarding the Grant Application in the amount of \$500,000 for the Gus Schumacher Nutrition Incentive Program. This is to expand and continue the Walk, Bike, and Skate Program.

[2026-07-13 Schumacher Nutrition](#)

[2026-07-13 Schumacher Nutrition](#)

[2026-07-13 Schumacher Nutrition](#)

11. Discussion and possible action regarding - Temporary Easement for Right of Way for York Bridge Project with Larry Brent Smith and Donna Kay Smith Living Trust and Cleveland County, for the sum of \$3,500.00 and additional top soil as needed to make repairs.

[Smith Living Trust Temp Easment Agreement](#)

12. Discussion and possible action regarding - Temporary Easement for Right of Way for York Bridge Project with The Oklahoma Wildlife Conservation Department and Cleveland County, for the sum of \$10.00 + OVC.

[OK Wildlife Temp Easment Agreement](#)

Highway District 3

13. Discussion and possible action regarding approval of trash service for dumpster at county barn for Fiscal year 2027.

[gfl](#)

Sheriff

14. Discussion and possible action concerning the removal of Lisa Meyer's role and access as a Requisition Clerk within the MUNIS system.

[Removal of Lisa Meyer - Requisition Clerk](#)

Court Clerk

15. Discussion and possible action regarding Cleveland County Court Clerk Monthly Report for the Month of June, 2026.

[Court Clerk Monthly Report June 2026](#)

County Clerk

16. Discussion, review audit, approve, or disallow blanket purchase order submitted. A report will be available for distribution at the meeting or may be obtained from the County Clerk.

17. Discussion, review audit, approve, or disallow claims for payment of Travel, Maintenance & Operations, and Capital Outlay. A report will be available for distribution at the meeting or may be obtained from the County Clerk.
18. Discussion and possible action regarding claims for Payment of Personnel Services for payroll period ending June 30, 2026.

[Payroll](#)

Assessor

19. Discussion and possible action regarding County Assessor's monthly deposit report for the month of June 2026.

[June 2026 mo deposit](#)

Building Maintenance

20. Discussion and possible action regarding #COM-2202 approval of the Preventative Maintenance contract that was awarded to American Elevator Co. for seven (7) Hydraulic Elevators and three (3) Rotary Elevators for Cleveland County.

[American Elevator Contract](#)

Purchasing

21. Discussion and possible action regarding Approve designation of purchase cardholder: Teresa Heard, Cleveland County Treasurer office.

[p-card approval](#)

Health Department

22. Discussion and possible action regarding Independent Contractor agreement with Sarah Bondy with Norman Farm Market for FY27.

[File No. 26-1697 Sara Bondy](#)

23. Discussion and possible action regarding Independent Contractor agreement with Gemini Samimi with Norman Farm Market for FY27.

[Gemini Samimi](#)

24. Discussion and possible action regarding Independent Contractor agreement with Gracelynn Campbell with Norman Farm Market for FY27.

[gracelynn.cambell 0001](#)

25. Discussion and possible action regarding Independent Contractor agreement with Jahruha Lambeth with Norman Farm Market for FY27.
[jahruha.lambeth 0001](#)
26. Discussion and possible action regarding Independent Contractor agreement with Stella Humphrey with Norman Farm Market for FY27.
[stella.humphrey 0001](#)
27. Discussion and possible action regarding Facility Assignment Confirmation for services between Amergis Healthcare Services and the Cleveland County Health Department per the statewide contract SW1032 for staffing Customer Service Representative (bilingual), Carmen Echevarria. The Cleveland County Health Department agrees to pay \$43 per hour worked, \$64.50 per overtime hour worked, and .725/mile or current GSA Rate for travel. This agreement is for July 6, 2026 to June 30, 2027.
[Carmen Echevarria](#)

Information Technology

28. Discussion and possible action regarding the annual Solarwinds subscription. The annual amount for FY 27 is \$350.00 for the term 7/1/26 thru 6/30/27.
[IT- Solarwinds Quote FY 27](#)

Fairgrounds

29. Discussion and possible action regarding the approval of the Cleveland County Free Fair Vendor Agreement & Waiver.
[Cleveland County Free Fair Vendor Agreement & Waiver](#)
30. Discussion and possible action regarding - Independent Contractor Agreement for Frank Willard Merrick (Tripp Merrick) for the Norman Farm Market for set up crew at The Well effective July 1, 2026 through June 30, 2027 at \$20.00 per hour.
[Frank Merrick](#)

End of Consent Agenda

Bid Opening

31. Discussion and possible action regarding County Bid #FB-2211-The purchase of one (1) S30 Rider Sweeper for the Cleveland County Fairgrounds.

Agenda Request - #FB-2211

Keri Lyles publicly opened and named each bidder regarding Bid #FB-2211. A motion was made by Chairman Grissom, seconded by Member McHughes, to accept the bid received and postpone the decision on the bid. He instructed the Purchasing Department to tabulate and qualify the bid, with a report to be presented back to the Board of County Commissioners. The bid received was from FCE, LLC. The motion carried by the following vote:

Aye: 3 - Chairman Grissom, Vice Chairman Cleveland, and Member McHughes

32. Discussion and possible action regarding County Bid #COM3-2210 Design and build a new 40'x20' three sided metal building with awning to be used as a stage for the City of Noble. Will include a concrete pad and sliding barn door. ARPA-Proj. #3.008 Obj. Code #54820.

Agenda Request Form - #COM3-2210

Keri Lyles publicly opened and named each bidder regarding Bid #COM3-2210. A motion was made by Chairman Grissom, seconded by Vice Chairman Cleveland, to accept the bids received and postpone the decision on the bids. He instructed the Purchasing Department to tabulate and qualify the bid, with a report to be presented back to the Board of County Commissioners. The bids received were from C bar K Construction; T.C. Grissom; and Thompson General Contracting, LLC. The motion carried by the following vote:

Aye: 3 - Chairman Grissom, Vice Chairman Cleveland, and Member McHughes

33. Discussion and possible action regarding Bid #HWY-2213 Six (6) month non-encumbered contract for Bulk Oil, Lubricants & Antifreeze for the County Commissioners. Bid term will be from July 22, 2026 through January 21, 2027.

Agenda Request Form - #HWY-2213

Keri Lyles publicly opened and named each bidder regarding Bid #HWY-2213. A motion was made by Member McHughes, seconded by Vice Chairman Cleveland, to accept the bids received and postpone the decision on the bids. He instructed the Purchasing Department to tabulate and qualify the bid, with a report to be presented back to the Board of County Commissioners. The bids received were from Hooten Oil, LLC; AEG Petroleum; and Ty-Lind Auto Parts, LLC. The motion carried by the following vote:

Aye: 3 - Chairman Grissom, Vice Chairman Cleveland, and Member McHughes

Unfinished Business:

34. Discussion and possible action regarding Bid #BE-2209 One-year (1) Service/Maintenance agreement for the Kitchen Appliances and Equipment at the Cleveland County Detention Center located at 2550 W. Franklin Rd., Norman, OK. The agreement will include inspections, maintenance and repairs (within 24 hours). Bid term is from July 1, 2026 through June 30, 2027.

[Agenda Request Form - #BE-2209](#)

Upon the recommendation of Keri Lyles, a motion was made by Chairman Grissom, seconded by Vice Chairman Cleveland, to award the bid to Demand Restaurant Service. The motion carried by the following vote:

Aye: 3 - Chairman Grissom, Vice Chairman Cleveland, and Member McHughes

Nothing to present concerning new business at this time.

No Board Member statements or announcements were made during this meeting.

Adjourn

At 1:05 P.M., a motion was made by Member McHughes, seconded by Chairman Grissom, to adjourn the meeting. The motion carried by the following vote:

Aye: 3 - Chairman Grissom, Vice Chairman Cleveland, and Member McHughes

**Board of County Commissioners
CLEVELAND COUNTY, OKLAHOMA**

Chairman

ATTEST:

Pam Howlett, County Clerk

Minutes Prepared by: _____
Deputy County Clerk