

2:21:54 PM

Cleveland County, OK
Cleveland County Office Building

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NORMAN, OK

*201 South Jones
Norman, OK 73069
Suite 200*

Printed on 3/18/2026
Pamela Howlett,
County Clerk, Cleveland County

Pam Howlett



Board of County Commissioners
Meeting Minutes

Monday, March 16, 2026
1:00 PM

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

<https://www.clevelandcountyoak.com/>

Brian Wint led the group in prayer and the pledge of allegiance to the flag.

Meeting Called to Order

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

**Jacob McHughes, Chairman
Rusty Grissom, Vice-Chairman
Rod Cleveland, Member
Pam Howlett, County Clerk/Secretary**

Notice of the meeting was properly posted on March 13, 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 Meeting held on March 9, 2026.

[2026-03-09 Minutes](#)

A motion was made by Vice Chairman Grissom, seconded by Member Cleveland, to approve the minutes. The motion carried by the following vote:

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

No comments from the public were made during this meeting.

Consent Items

A motion was made by Member Cleveland, seconded by Vice Chairman Grissom, approved the Consent Agenda. The motion carried by the following vote:

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

2. 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.

This item was approved.

3. 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.

This item was approved.

4. Discussion and possible action regarding Transferring Representation of ACOG MPO Technical Committee from Brian Wint, to Bailey Breen.

[BOCC-ACOG Membership](#)

This item was approved.

5. Discussion and possible action regarding - Blanket request for \$400.00 for Bank of America under the Youth Wellness initiative for Meta Post Boosting under ARPA Project #2.013, Object Code 54825.

[Agenda Request Form for ARPA PO's](#)

This item was approved.

6. Discussion and possible action regarding - Request for \$140.00 to Mathis Enterprises under ARPA Project #2.013, Object Code 54824 for the Martha Collard Conference as part of the Car Seat program.

[Agenda Request Form for ARPA PO's](#)

This item was approved.

7. Discussion and possible action regarding - Payment of Steven Owens Insurance Group invoice for added buildings in District 2 to the County coverage for \$2,503.86.

[Jan 15 2026 End Invoice](#)

This item was approved.

8. Discussion and possible action regarding the submission of the February month-end reports for the Sheriff's Official Depository General Ledger related to Pending Property Forfeiture.

[General Ledger - Pending Property Forfeiture - February 2026](#)

This item was approved.

9. Discussion and possible action regarding the Cleveland County Sheriff's Office General Ledger monthly report for February 2026.

[Sheriff General Ledger Report - February 2026](#)

This item was approved.

10. Discussion and possible action regarding the February 2026 monthly report of the County Clerk.

[2026-03-16 County Clerk Monthly Report - February](#)

This item was approved.

11. Discussion and possible action regarding Election Board February 2026 Monthly Report.

[Monthly Report of Officers Feb. 2026](#)

This item was approved.

12. Discussion and possible action regarding the Cleveland County Health Department Monthly Report for the month of January 2026.

[2026-03-16 Hlth Dept.](#)

This item was approved.

13. Discussion and possible action regarding approval of a new Independent Contractor Agreement (setup crew) for Carson Lyda

[Farm Market Labor Contractor Agreement FY 26 - Carson](#)

This item was approved.

14. Discussion and possible action regarding MOU between Cleveland County and the American Legion regarding Cleveland County Veterans Coordinator

[Cleveland County Veteran Coordinator
Confidentiality Agreement](#)

This item was approved.

End of Consent Agenda

Unfinished Business:

15. Discussion and possible action regarding Bid #COM3-2184 - Design and build a new 40'x20' raised metal stage 3' above grade and a 15' awning coming off the front of the stage, three (3) sided with steel-framed walls ARPA - Proj. #3.008/Obj. Code: 54820. This item was Postponed on 3/9/2026.

[2026-03-16 Bid #COM3-2184](#)

Based on the recommendation of Keri Lyles, Chairman McHughes made a motion, which was seconded by Vice-Chairman Grissom, to reject all bids in accordance with District #3's request. The motion carried by the following vote:
Aye: 3 - Chairman McHughes, Vice-Chairman Grissom, and Member Cleveland

16. Discussion and possible action regarding Bid #CW-2187 Non-Encumbered Contract for crack sealing, large crack and transverse depressed crack repairs

for chip seal and asphalt roadways, driveways and parking lots for Cleveland County

[Agenda Request Form - #CW-2187](#)

Following Keri Lyles' recommendation, Chairman McHughes made a motion, seconded by Vice Chairman Grissom, to award to the sole bidder, City Pavement. The motion carried by the following vote:

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

Items of Business

17. Discussion and possible action on County-wide Burn Ban.

[County Burn Ban 3-16-26](#)

Following the recommendation of Emergency Manager George Mauldin, Chairman McHughes made a motion, which was seconded by Vice Chairman Grissom, to approve a countywide burn ban. The motion carried by the following vote:

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

18. Discussion and possible action regarding - To start at 1:30 p.m., as published in the Norman Transcript on March 3, 2026 and March 10, 2026 in accordance with 8 O.S. § 183, conduct public hearing on application of John Roberts for a Certificate of Authority to establish a private cemetery at 3751 Heritage Lane, Norman, OK 73026.

[Agenda Request Form](#)

[John Roberts Application.pdf](#)

Chairman McHughes stated that Mr. John Roberts contacted him to withdraw his application (Items 18 and 19) because it does not comply with Title 50 requirements. He then made a motion, which was seconded by Vice-Chairman Grissom, to remove both items from the agenda. The motion carried by the following vote:

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

19. Discussion and possible action regarding - Issuance or denial of requested Certificate of Authority to establish a private cemetery at 3751 Heritage Lane, Norman, OK 73026, filed by John Roberts. Hearing to begin at 1:30.

[John Roberts Application.pdf](#)

[Cleveland County COA](#)

No new business came before the Board for discussion or action at this time.

No statements or announcements were made by the Board members during this meeting.

Adjourn

A motion was made by Chairman McHughes, seconded by Member Cleveland, to adjourn the meeting at 1:03 P.M. The motion carried by the following vote:

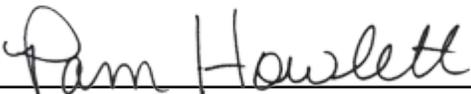
Aye: 3 - Chairman McHughes, Vice-Chairman Grissom, and Member Cleveland.

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

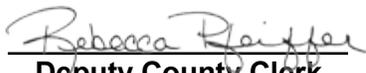


Chairman

ATTEST:



Pam Howlett, County Clerk

Minutes Prepared by: 

Deputy County Clerk