

Cleveland County, OK

Cleveland County Office Building

*201 South Jones
Norman, OK 73069
Suite 200*



Board of County Commissioners

Meeting Minutes

**Tuesday, May 26, 2026
1:00 PM**

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

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

Dawson Brown led the group in prayer and Pledge of Allegiance.

Meeting Called to Order

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

Notice of the meeting was properly posted on May 21, 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 Regular meeting held on May 18, 2026, and Special meeting held on May 21, 2026.

A motion was made by Member Cleveland, seconded by Vice Chairman Grissom, that the minutes of the regular meeting held on May 18, 2026, and the minutes of the special meeting held on May 21, 2026, be approved.

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

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

Consent Items

Chairman McHughes said that 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. He said that Item 3 and Item 16 will be moved to the end of the Consent Docket for individual attention.

Chairman McHughes moved, seconded by Member Cleveland, to approve the remaining items on the Consent Agenda. The motion carried by the following vote:

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

County Commissioners

2. Discussion and possible action regarding - Resolution #26-1004, a Resolution approving and accepting the 19649 CDBG 24 Road Improvement Project for Cleveland County District #3 as complete and authorizing the Chairman to sign closeout documents.

3. Discussion and possible action regarding - Public Hearing regarding FY-2025 CDBG Grant #19649 CDBG 24; Final Performance Report.
4. Discussion and possible action regarding - Interlocal Agreement between the Cleveland County Commissioners and Independent School District No. 29, also known as Norman Public Schools (District), pursuant to 74 O.S. 1981 § 1001 et seq., and 69 O.S. § 601 et seq., for inter-local cooperation pertaining to the creation of, maintenance of, and surfacing/resurfacing of certain streets, parking lots, roads, and driveways associated with District's high school which are continuations or connecting links in the State or County highway system.
5. Discussion and possible action regarding - Black Oak Roof, LLC roof replacement at 122 E. Eufaula using ARPA Project #7.001, Object Code 55065.
6. Discussion and possible action regarding - WSM MBP, Inc. for air handlers for the Cleveland County Courthouse using ARPA Project #7.001, Object Code 55065 for \$312,888.00.
7. Discussion and possible action regarding - Amazon ARPA Project #2.013, Object Code 54825 for Employee Wellness in the amount of \$13,000.00.
8. Discussion and possible action regarding - Appointment of Asaleigh Cline as Receiving Officer for all Farm Market accounts.

District 1

9. Discussion and possible action regarding the Standard Service agreement with Standley Systems and Cleveland County District #1 for the following: Ricoh IM C4510, copies at .008 B&W, .045 color for the term July 1, 2026 through June 30, 2027.
10. Discussion and possible action regarding Agreement between Eureka Water Company and Cleveland County District #1 from July 1, 2026, through June 30, 2027. Agreement is as follows: Bottled water delivered at \$6.790/case, 5 gal Bottles at \$7.10 each, Refundable Bottle Dep. \$10/ea, and \$4.99 monthly charge.
11. Discussion and possible action regarding the Service Agreement between OEC Fiber and Cleveland County District #1. Agreement as follows: Fiber Bus. at \$125/mo, TV starter Bus at \$45/mo., Addtl STB \$6/mo.
12. Discussion and possible action regarding Service Agreement between Republic Services and Cleveland County District #1. Agreement as follows: 1 8.0 Solid Waste Container at \$148.78/mo, Extra lift at \$155/lift, Overages \$50.00 additional charges as listed on agreement.

13. Discussion and possible action regarding the Service Agreement between Terry Dittner and Cleveland County District #1 for the Fuel Island. Services are as follows: 30 day monitoring up to 14 times a year at \$55.00 per inspection, Annual line leak test \$175, Sensor check \$150.00, Cathodic Protection recertification \$300.00, and Test Containment sumps, spill buckets and probes \$1350.00.
14. Discussion and possible action regarding the Super Extended Maintenance Agreement between Fuelmaster/Syntech and Cleveland County District #1. Agreement is as follows: Super Maintenance Agreement for FMU3505 for \$2650.00 annually. Term to be from July 1, 2026, through June 30, 2027.

Sheriff

15. Discussion and possible action of the renewal annual service with LeadsOnline. The term will be from July 1, 2026 through June 30, 2027 with a one time annual cost in the amount of \$6,345.00. The Sheriff's Offices uses this system to help track reported stolen property.
16. On May18, 2026 the BOCC approved the purchase of eight (8) 2024 Dodge Durango's but due to the limited supply we now can only purchase two (2) 2024 Dodge Durango's and six (6) 2023. The Sheriff's Office is requesting the approval to purchase six (6) 2023 instead of six (6) of the 2024 Dodge Durango's that were previously approved by the BOCC. All together there will be two (2) 2024 Durango's and six (6) 2023 Durango's. All vehicles will have the same features and less then 50,000 miles. The cost per vehicle will be no more than \$41,325, which is what was previously approved.

County Clerk

17. 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.
18. 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.
19. Discussion and possible action regarding claims for Payment of Personnel Services for payroll period ending May 15, 2026.
20. Discussion and possible action regarding the Standard Service Contract for the following: Commercial Services Agreement between the Cleveland County Clerk's Office and Cox Business for July 1, 2026 through June 30, 2027 for a total of \$126.00 per month. The service include: CBI 300-300 Mbps, Static IP Address, 4 Additional IP Address, CBI Modem

Treasurer

21. Discussion and possible action regarding Digital Cable Service Agreement between the Cleveland County Treasurer and Cox Business for July 1, 2026 through June 30, 2026 for Business Digital Cable with HD Receiver for \$8.50 per month
22. Discussion and possible action regarding Service Agreement between the Cleveland County Treasurer's Office and Diane DeFilippo for July 1, 2026 through June 30, 2027 for Title Searches and Title Verifications. Title Searches are \$125.00 per Title Search and Title Verifications are \$10.00 per Title Verification.
23. Discussion and possible action regarding the Standard Contract for the following Commercial Services Agreement between the Cleveland County Clerk's Office, Cleveland County Treasurer's Office and Cox Business for July 1, 2026 through June 30, 2027 for CBI 300, 300 MBPS X 30 MBPS, Static IP Address, CBI Modem. The total of Services will be \$106.00 per month. Treasurer's Office pays even months and Clerk's office pays odd months, as this is a shared contract.
24. Discussion and possible action regarding Appropriations for April 16th through May 15th

Cash Fund Request for Appropriations FY 2025/2026

01) Assessor Revolving	120133-55000	\$44.00
02) Co Brdg & Rd Imp Dist #1	202910-50000	\$13,399.05
03) Co Brdg & Rd Imp Dist #2	202920-50000	\$31,446.37
04) Co Brdg & Rd Imp Dist #3	202930-50000	\$21,974.43
05) County Clerk Lien Fee Payroll	119170-51000	\$14,792.48
06) County Clerk Rec Mgmt/Presrv Fee	115170-54000	\$55,851.66
07) DA Revolving Fund	207165-54000	\$1,442.33
08) Drug Court Contribution/Donation	603165-54000	\$702.39
09) Fairgrounds	128700-55000	\$70,499.92
10) Farm Market Fund	133285-54000	\$5,645.00
11) Farm Market Fund Payroll	133285-51000	\$2,150.00
12) Health	105265-54000	\$7,731.00
13) Highway District #1	110910-51000	\$80,000.00
14) Highway District #1	110910-54000	\$93,167.09
15) Highway District #1	110910-55000	\$200,000.00
16) Highway District #2	110920-51000	\$172,361.69
17) Highway District #2	110920-55000	\$69,450.00
18) Highway District #3	110930-51000	\$90,000.00
19) Highway District #3	110930-54000	\$122,128.29
20) Jail Commissary	204553-54000	\$66,994.87
21) Local Emergency Planning Committee	125255-55000	\$1,000.00
22) Opioid Abatement Settlement	251201-54000	\$47,449.89
23) Sales Tax	619150-54000	\$653,844.28
24) Sheriff Service Fees	116500-54000	\$48,830.84
25) Sheriff Service Fees	116554-51000	\$6,825.11
26) Sheriff Service Fees	116552-54000	\$200,722.97
27) Sheriff Service Fees	116500-51000	\$27,929.16
28) Sheriff Service Fees	116450-51000	\$152,293.17
29) Sheriff Service Fees	116552-51000	\$11,435.80
30) Treasurer Certification Fee	114150-53000	\$9,010.00

Information Technology

25. Discussion and possible action regarding Service Agreement between Cleveland County IT and Jerry Vincent. The agreement is for IT and Phone service support, troubleshooting and management at \$100/hr. This agreement term is for July 1, 2026 thru June 30, 2027.

Purchasing

26. Discussion and possible action regarding action to approve the Standard Service Contract Renewal between Personal Legend, LLC, and the Cleveland County Purchasing Department for Munis Project Management Assistance at the rate of \$265/hour for the Fiscal Year 2026-2027.

Election Board

27. Discussion and possible action regarding - Transfer of Funds/Error Correction. Coronavirus Relief - Fund 109250-55000 Capital Outlay to General Fund 100 in the amount of \$108.11 to correct all interest due to a rule change per the State Auditor.
28. Discussion and possible action regarding Summit Service Agreement with Cleveland County Election Board for the provision of maintenance, supplies, and cost per page on 3 Canon copiers. Term is from July 1, 2026, through June 30, 2027. Black and white clicks @ .0053 and Color clicks @ .0397.
29. Discussion and possible action regarding Cannon Lease 903519-1 for the Cleveland County Election Board for the Fiscal Year 2026-2027 in the amount of \$528.00 monthly subject to NASPO Contract # 140595 - participating State Contract # SW1034.
30. Discussion and possible action regarding Summit Maintenance Agreement with the Cleveland County Election Board - for parts and labor for a Neopost Ovation 410 Envelope Opener, Contract # CST001222, in the amount of \$1,684.20/year, from July 1, 2026, through June 30, 2027.
31. Discussion and possible action regarding Cox Business service agreement with the Cleveland County Election Board in the amount of \$480 per month for 12 months.
32. Discussion and possible action regarding Eureka Water Co. renewal agreement with the Cleveland County Election Board in the amount of \$4.99 monthly service charge, \$7.10 per 5 gal oz dr, \$10 BTLE dep/refundable 8 oz dr, \$7.29 12 oz dr. Term is July 1, 2026, through June 30, 2027.
33. Discussion and possible action regarding J I Cleaning Services agreement with the Cleveland County Election Board for cleaning services in the amount of \$1,735.65/month for the period of July 1, 2026, through June 30, 2027.

- 34.** Discussion and possible action regarding the yearly renewal contract between the Cleveland County Election Board and Worx for website maintenance and domain in the amount of \$30/year for domain renewal and \$95/month for hosting and maintenance.

End of Consent Agenda

Item 16 -- On May 18, 2026 the BOCC approved the purchase of eight (8) 2024 Dodge Durango's, but due to the limited supply, we now can only purchase two (2) 2024 Dodge Durango's and six (6) 2023. The Sheriff's Office is requesting the approval to purchase six (6) 2023 instead of six (6) of the 2024 Dodge Durango's that were previously approved by the BOCC. All together there will be two (2) 2024 Durango's and six (6) 2023 Durango's. All vehicles will have the same features and less than 50,000 miles. The cost per vehicles will have the same features and less then 50,000 miles. The cost per vehicle will be no more than \$41,325, which is what was previously approved. Commissioner Cleveland stated that, since there is no actual appointed or elected Sheriff, major purchases should not be made until there is an appointment. At that time, the Sheriff may make an assessment of the office.

He said that this is a major purchase and asked the Board several questions concerning the approval on May 18, 2026.

It was noted that the purchase will be from the Kansas Highway Patrol on a first come, first serve basis. These vehicles are all sold to other law enforcement entities.

Commissioner Cleveland said that there is still a question on these vehicles being bid out and being done through the State of Oklahoma.

Assistant District Attorney stated that she will have to review that and report back to the Board.

Chairman Jacob McHughes moved, seconded by Rusty Grissom, to approve this item pending Robin Moore' s legal advice concerning purchasing laws. The motion carried as follows:

Aye: 2 - Chairman Jacob McHughes, and Vice Chairman Rusty Grissom

Nay: 1- Member Cleveland

Chairman Jacob McHughes called for Bid Openings and then take up Item 3 under "Items of Business".

Bid Opening

- 35.** Discussion and possible action regarding Bid #HWY-2197 Six (6) month non-encumbered contract for Highway Aggregates and Road Base material for the County Commissioners. The bid term will be from June 15, 2026 and ending on December 14, 2026.

Keri Lyles publicly opened and named each bidder regarding Bid #HWY-2197. A motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to accept the only bid 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. Bid #HWY-2197: Oklahoma Cement Solutions
The motion carried by the following vote:

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

- 36.** Discussion and possible action regarding Bid #COM-2195 Concrete Replacement and new sidewalk for the Alan J. Couch Center located at 1650 W Tecumseh Rd., Norman, OK ARPA Fund Project #3.009/Object Code 54827

Keri Lyles publicly opened and named each bidder for BID #COM-2195. A motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to accept the bids and postpone the decision on the bids. He instructed the Purchasing Department to tabulate and qualify each bidder, with a report to be presented back to the Board of County Commissioners.

Bid #COM-2195: Ellis Concrete Construction, LLC
Ellsworth Construction OKC, LLC dba A-Tech Paving
Felkins Concrete, LLC
VersaPro Construction

The motion carried by the following vote:

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

Nothing to present concerning new business.

Unfinished Business:

- 37.** Discussion and possible action regarding Bid #HWY-2194 Three (3) month non-encumbered contract to provide materials and installation of asphaltic concrete base and surface coarse (Hot Mix/Hot Laid Asphalt). The bid term will be from June 1, 2026 through August 31, 2026.

Upon the recommendation of Keri Lyles, a motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to award to Haskell Lemon Construction and Sliver Star Construction. The motion carried by the following vote:

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

Items of Business:

At 1:13 P.M., Chairman Jacob McHughes called for discussion and possible action regarding - Public Hearing regarding FY-2025 CDBG Grant #19649 CDBG 24; Final Performance Report.

Commissioner Cleveland moved to enter into Public Hearing. Vice Chairman Rusty Grissom seconded the motion. The motion carried by the following vote:

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

At 1: 14 P.M., Commissioner Cleveland moved to close the Public Hearing. Vice Chairman Rusty Grissom seconded the motion to close the public hearing. The motion carried by the following vote:

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

It is noted for the minutes that Item 2 - Discussion and possible action regarding - Resolution #26-1004, a Resolution approving and accepting the 19649 CDBG 24 Road Improvement Project for Cleveland County District #3 as complete and authorizing the Chairman to sign closeout documents - was approved on the consent docket and is related to Item 3.

During statements and announcements 1st Deputy Assessor Shannon Lane was wished a happy Birthday.

Chairman McHughes gave an overview of the proposed revisions to the Sheriff Appointment Process:

The District Attorney's office is currently conducting background and eligibility checks on the applicants. This process is expected to take about two weeks.

Once those checks are completed, the Board will begin interviewing candidates in executive session.

They plan to conduct multiple rounds of interviews to make sure they select the strongest candidate.

The applicant pool is very strong, with more than 10 highly qualified candidates.

Their target remains to make an appointment within 60 days, which would be by the end of June.

However, they are prioritizing finding the right person over meeting that timeline, so the process could move faster or slower depending on how the interviews go.

They expect to have a better sense of the timeline once interviews begin.

Adjourn

At 1:05 P.M., a motion was made by Vice Chairman Grissom, seconded by Member Cleveland, to adjourn the meeting. 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