

Cleveland County, OK
Cleveland County Office Building

*201 South Jones
Norman, OK 73069
Suite 200*



Board of County Commissioners
Meeting Minutes

Monday, March 23, 2026
1:00 PM

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

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

Prayer and Pledge of Allegiance was led by Goldie West.

Meeting Called to Order

Roll Call

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

Notice of the meeting was properly posted on Friday, March 20, 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

A motion was made by Vice Chairman Grissom, seconded by Chairman McHughes, to approve the minutes of March 17, 2026. The motion carried by the following vote:

Aye: 2 - Chairman McHughes, and Vice Chairman Grissom

1. Discussion and possible action regarding approval of the minutes held on March 17, 2026.

[Minutes](#)

Public Comment:

No comments were made from the Public during this meeting.

Consent Items

Chairman McHughes said the Items on the consent agenda are routine in nature and read into the minutes a couple of Clerk's Notes on Item No. 10 - Item 20 - Jail Commissary from \$61,276.86 to the corrected amount of \$58, 445.27 and on Item No. 25 - Sheriff Service Fees from \$218,824.92 to the corrected amount of \$221,656.51.

A motion was made by Vice Chairman Grissom, seconded by Chairman McHughes, to approve the Consent Agenda as amended. The motion carried by the following vote:

Aye: 2 - Chairman McHughes, and Vice Chairman Grissom

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.

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.
4. Discussion and possible action regarding claims for Payment of Personnel Services for payroll period ending March 15, 2026.

[March 15 Payroll](#)

5. Discussion and possible action regarding an Error of Correction - PO #'s 20260137, 20261578 and 20261579 were written on 100120-54022 and should have been from 100124-54022.
Total expenditures across the three PO's were \$10,308.76.
Transfer of Funds From: GF Commissioners General Government - Maintenance & Operations, 100124-54000 to GF Commissioners - Maintenance & Operations, 100120-54000, in the amount of \$10,308.76.

[Error Correction](#)

6. Discussion and possible action regarding the Court Clerk Records Management and Preservation Monthly Report for February 2026.

[Monthly Report Court Clerk February](#)

7. Discussion and possible action regarding an Error of Correction from: General Fund Court Clerk Travel - 100161-53000, to General Fund Court Judges Travel - 100160-53000, in the amount of \$32.48.
Invoice was paid out of the wrong account. Transferring \$32.48 back into account 100160-53000.

[Error Correction Court Clerk Travel](#)

8. Discussion and possible action regarding County Assessor's end of month report of February 2026.

[Assessor Monthly Report February](#)

9. Discussion and possible action regarding Allocation of Alcoholic Beverage Tax Collected in February 2026 for March 2026 as follows
 - 1) Etowah \$50.63
 - 2) Lexington \$640.06
 - 3) Moore \$19995.76
 - 4) Noble \$2224.30
 - 5) Norman \$40768.51
 - 6) Slaughterville \$1325.66
 - Total \$65004.92

[Allocation Beverage Tax Collected February 26](#)

10. Discussion and possible action regarding Cash Fund Appropriations for February 16th to March 15th

Cash Fund Request for Appropriations FY 2025/2026

01) Assessor Revolving	120133-55000	\$50.00
02) CBRIF #1	202910-50000	\$13,133.96
03) CBRIF #2	202920-50000	\$17,862.18
04) CBRIF #3	202930-50000	\$21,539.69
05) County Clerk Lien Fee Payroll	119170-51000	\$8,083.87
06) County Clerk Rec Mgmt/Presrv Fee	115170-54000	\$42,356.57
07) DA Revolving Fund	207165-54000	\$586.81
08) Drug Court Contribution/Donation	603165/54000	\$410.43
09) Fairgrounds	128700-55000	\$17,714.00
10) Farm Market Fund	133285-54000	\$2,320.00
11) Farm Market Fund	133285-51000	\$1,240.00
12) Health	105265-54000	\$24,387.91
13) Highway District #1	110910-51000	\$80,000.00
14) Highway District #1	110910-54000	\$30,553.49
15) Highway District #2	110920-51000	\$75,176.39
16) Highway District #2	110920-54000	\$75,176.38
17) Highway District #3	110930-51000	\$90,000.00
18) Highway District #3	110930-54000	\$138,009.00
19) Highway District #3	110930-55000	\$14,400.00
20) Jail Commissary	204553-54000	\$61,276.86 \$58,445.27
21) Opioid Abatement Settlement	251200-54868	\$142,349.67
22) Sales Tax	619150-54000	\$532,703.51
23) Sheriff Service Fees	116500-54000	\$25,319.27
24) Sheriff Service Fees	116554-54000	\$6,870.12
25) Sheriff Service Fees	116552-54000	\$218,824.92 \$221,656.51
26) Sheriff Service Fees	116500-51000	\$13,063.83
27) Sheriff Service Fees	116450-51000	\$107,293.17
28) Stop Violence Against Women	602166-51000	\$4,594.00
29) Treasurer Certification Fee	114150-55000	\$6,940.00

Cash Fund Appropriations

End of Consent Agenda

Items of Business

11. Discussion and possible action regarding Submit a Letter of Support for the Town of Slaughterville's T-Mobile Hometown Grant application for the Slaughterville Park Safety Improvement Project. The letter will confirm Cleveland County's partnership with the Town and designate Brian Wint as Project Manager.

Letter of Support

A motion was made by Vice Chairman Grissom, seconded by Chairman McHughes, that this item be approved. The motion carried by the following vote:

Aye: 2 - Chairman McHughes, and Vice Chairman Grissom

12. Discussion and possible action regarding approval of the 2026 MOU from Hunger Free Oklahoma for the Noble Farm Market to accept DUO program services.

[Hunger Free Oklahoma](#)

A motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, that this item be approved. The motion carried by the following vote:

Aye: 2 - Chairman McHughes, and Vice Chairman Grissom

13. Discussion and possible action regarding the Mutual Cooperation Agreement between Cleveland County District 3 and City of Noble for work on Cemetery Road from Bradshaw Lane 1.05 miles east to HWY 77. City of Noble has been awarded the Municipal Road Drilling Activity Fund (\$207,000) for repairs made necessary by damage resulting from oil or gas drilling activity. City of Noble is required to provide 25% of the project. Cleveland County, District 3 would pay 12.5% of the City of Noble's 25%.

[City of Noble](#)

A motion was made by Vice Chairman Grissom, seconded by Chairman McHughes, that this item be approved. The motion carried by the following vote:

Aye: 2 - Chairman McHughes, and Vice Chairman Grissom

14. Discussion and possible action regarding Contract for Bid #COM-2176 Elevator Replacement for the Cleveland County Courthouse.

[Elevator Contract](#)

A motion was made by Vice Chairman Grissom, seconded by Chairman McHughes, that this item be approved. A discussion took place regarding the age of the elevator, and Keri Lyles mentioned that it had been in place since the late 1980s. The motion carried by the following vote:

Aye: 2 - Chairman McHughes, and Vice Chairman Grissom

New Business:

No new business was presented at this time for discussion or possible action.

Board Member Statements and Announcements

Commissioner Grissom said he is keeping Bryan Jenkins’ family in his thoughts and prayers and asked others to do the same, noting that this is a significant loss for the county.

Chairman McHughes said he wanted to highlight a few points about Bryan Jenkins. Jenkins had served Cleveland County since 1987 and had managed the Cleveland County Fairgrounds since 2014. His long tenure with the county was truly remarkable.

McHughes reflected on Jenkins’ many accomplishments and the impact of his work in improving the community, noting that it was difficult to think of anything he hadn’t contributed to. He was involved in nearly every aspect of the operation, always willing to step in and help wherever needed, and was known for his selfless character.

He also spoke about the extraordinary nature of Jenkins’ actions in his role as a first responder, essentially giving his life in service to others. McHughes expressed agreement with Commissioner Grissom’s sentiments, adding that they would continue to keep Jenkins and his family in their thoughts and prayers. He concluded by saying the county will never be the same without him, and while his loss is deeply felt, there is comfort in knowing the strength of his faith.

Adjourn

A motion was made by Vice Chairman Grissom, seconded by Chairman McHughes, to adjourn the meeting at 1:05 P.M.. The motion carried by the following vote:

Aye: 2 - Chairman McHughes, and Vice Chairman Grissom

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

Chairman

ATTEST:

Pam Howlett, County Clerk

Minutes Prepared by: _____
Deputy County Clerk