

**Cleveland County, OK**  
**Cleveland County Office Building**

*201 South Jones  
Norman, OK 73069  
Suite 200*



**Board of County Commissioners**  
**Meeting Minutes**

**Monday, May 4, 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 in the Pledge of Allegiance****Meeting Called to Order****Roll Call**

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

**Notice of the meeting was properly posted on May 1, 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 Member Cleveland, to approve items 1 and 2. as listed. The motion carried by the following vote:

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

1. Discussion and possible action regarding approval of the minutes of the Meeting held on April 27, 2026.
2. Discussion and possible action regarding approval of the minutes of the Special Meeting held on April 30, 2026.

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

**Consent Items**

**Chairman Jacob McHughes 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 Grissom, seconded by Member Cleveland, to approve the consent agenda, items 3 through 26. The motion carried by the following vote:

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

**County Commissioners**

3. Discussion and possible action regarding - Quote from Singlewire Software for our yearly subscription for advanced notifications in the amount of \$2,200.00.
4. Discussion and possible action regarding bfac.com will design, develop, and deploy a custom mobile application for Cleveland County.

5. Discussion and possible action regarding - Declaration of Surplus for D205.17 Nikon Camera DX Format.
6. Discussion and possible action regarding Sending a Letter of Support for the City of Norman's Safe Streets and Roads for All application.
7. Discussion and possible action regarding Contract approval for Bid # COM-2190 Installation of a new air handler for the Cleveland County Courthouse and business offices with WSM MEP, Inc.
8. Discussion and possible action regarding - Amazon request for \$10,000.00 for cars seats for ARPA Project #2.013, Object Code 54825.
9. Discussion and possible action regarding - American Elevator Solutions, ARPA Project #3.009, Object Code 54827 for elevator replacement in the amount of \$449,900.00.

### Sheriff

10. Discussion and possible action regarding the School Resources Officer (SRO) agreement between Le Monde International School and the Cleveland County Sheriff's Office. This agreement will be provide SRO services for the 2026-2027 school year, from July 1, 2026 through June 30, 2027. As compensation to CCSO for services, Le Monde International agrees to pay CCSO a monthly fee for the period of July 1, 2026, through June 30, 2027, of \$7,500.
11. Discussion and possible action regarding the jail service agreement between the City of Noble and the Cleveland County Sheriff's Office. The purpose of this agreement is to provide for the incarceration of the city prisoners and detainees within the County Jail, under the custody of Sheriff, and to otherwise coordinate booking and detention functions. As compensation for the services, the City of Noble agrees to pay the Sheriff's Office the sum of sixty-eight dollars (\$68.00) per day for each person incarcerated at the request of the City of Noble on municipal charges or awaiting approval of affidavit of probable cause.
12. Discussion and possible action regarding the Letter of Agreement between the Cleveland County Sheriff's Office and the Drug Enforcement Administration (DEA), following approval of the related application at the Board of County Commissioners (BOCC) meeting on April 6, 2026, under consent agenda item number nine.
13. Discussion and possible action regarding the renewal School Resource Officer (SRO) agreement between Moore Norman Technology Center (MNTC) and the Cleveland County Sheriff's Office. This agreement will provide SRO services for the 2026-2027 school year between July 1, 2026 through June 30, 2027. As compensation to the CCSO for the services, MNTC agrees to pay CCSO an annual fee of \$450,000 for the period of twelve months to cover salary and benefits for the five (5) deputies assigned to MNTC.

**Court Clerk**

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

**County Clerk**

15. 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.
16. 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.

**Treasurer**

17. Discussion and possible action regarding surplus of office chairs C102.69, C102.70, C102.71, C102.72, C102.73, C102.74, C102.89, C102.93, C102.102, C102.103, C102.104, C102.105, C102.107, C102.108, C102.110, C102.111, C102.114, C102.115, C102.116, C102.117, C102.118, C102.119, C102.124, C102.125, C102.126, C102.132, C102.133, C102.135, C102.100, C102.101
18. Discussion and possible action regarding Resolution for Disposing of Equipment -Junk chairs C102.89 & C102.93
19. Discussion and possible action regarding the approval of the Data Business Equipment, Inc Service Agreement on behalf of the Cleveland County Treasurer for Formax Envelope Opener for \$323.00 per year, for the term of July 1, 2026, through June 30, 2027.
20. Discussion and possible action regarding the approval of Data Business Equipment, Inc Service Contract on behalf of the Cleveland County Treasurer for one (1) Canon CR-190I Duplex Check Scanner for \$496.00 per year, six (6) CR-120 Canon Check Scanners for \$177.00 each per year, and eighteen (18) Canon CR-L1 Check Scanners for \$127.00 each per year, for the term of July 1, 2026, through June 30, 2027.
21. Discussion and possible action regarding Data Business Equipment, Inc Service Agreement on behalf of the Cleveland County Treasurer for seventeen (17) Cassida Zeus Currency Discriminators for \$410.00 each per year and thirteen (13) Bixolon SRP-330II Printers for \$50.00 each per year, for the term of July 1, 2026, through June 30, 2027.

**Purchasing Department**

22. Discussion and possible action regarding a resolution for Declaration of Surplus and/or Disposing of Equipment of the following items:

**Farm Market**

23. Discussion and possible action regarding approval of a new Independent Contractor Agreement (setup crew) for Gemini Samimi

**Emergency Management**

24. Discussion and possible action regarding - Declaration of Surplus for D611.89 AAXA P300PICO Projector (Portable).

**OSU Extension**

25. Discussion and possible action regarding **Cleveland County OSU Extension: Oklahoma State University Extension Services** contractual agreement between The Oklahoma State University acting for and on behalf of its Cooperative Extension Service and the United States Department of Agriculture and The Board of County Commissioners of Cleveland County (BOCC). The BOCC agrees to provide adequate financial support, and adequate office space and utilities at its own expense. OSU agrees to provide well qualified educators to perform the prescribed duties of Cooperative Extension educators. The total estimated budget for FY2027 is \$515,600.00. For the period July 1, 2026 through June 30, 2027.

**Cleveland County Health Department**

26. Discussion and possible action regarding Agreement between the Cleveland County Health Department and Food and Shelter, Inc. in which CCHD will provide reimbursement for salary, benefits, training, and local travel for a Food and Shelter employee to coordinate social services and benefits to local patrons of Food & Shelter Inc. who are citizens of Cleveland County. CCHD agrees to pay up to \$80,000.00 for the term of this contract 4/27/2026 through 6/30/2027.

**End of Consent Agenda****Unfinished Business:**

27. Discussion and possible action regarding **Bid #SHE-2193-** One (1) Year non-encumbered contract for the purchase of .30 caliber sound suppressors for the Cleveland County Sheriff's Office. Contract term will run from May 15, 2026 to May 14, 2027.

Upon the recommendation of Keri Lyles, a motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, that this item be postponed. The motion carried by the following vote:

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

28. Discussion and possible action regarding Bid #HWY-2191-One (1) year non-encumbered contract for Highway and Bridge Materials for the County Commissioners. The bid term will start May 5, 2026 and end on May 4, 2027.

Upon the recommendation made by Keri Lyles, a motion was made by Chairman McHughes, seconded by Member Cleveland, to award the bid to multiple vendors and where low bid was not awarded there is an explanation. The motion carried by the following vote:

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

29. Discussion and possible action regarding Bid #SHE-2192-One-year (1) non-encumbered contract for the purchase of ammunition for the Cleveland County Sheriff's Office. Bid term will run from May 1, 2026 to April 30, 2027.

Upon the recommendation made by Keri Lyles, a motion was made by Chairman McHughes, seconded by Vice Chairman Grissom, to reject all bids and to use the State Contract for this item. The motion carried by the following vote:

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

30. 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 made by Keri Lyles, a motion was made by Chairman McHughes, seconded by Member Cleveland, to strike this item from the agenda and to place it on the agenda for next week. The motion carried by the following vote:

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

### Items of Business

31. Discussion and possible action regarding - Proclamation declaring May 4th - May 8th, 2026 as Economic Development Week.

Commissioner Cleveland was asked if he would like to read the proclamation but declined, noting instead that the director of the Cleveland County Coalition was present to speak about the coalition's current efforts and the importance of the initiative.

Mr. Lawrence McKinney addressed the group, explaining that May 4–8 is recognized as International Economic Development Week through the International Economic Development Council. He shared that various activities are planned throughout the week, including policy outreach and engagement with local businesses and community members.

He noted that this is the first time the coalition has approached the county for a proclamation, as it previously operated more at the city level. Now, with broader countywide collaboration among cities, it is appropriate to seek county recognition. He also mentioned that a state proclamation has already been issued by Governor Stitt and will be displayed at an upcoming legislative reception.

Mr. McKinney emphasized the significance of the county's leadership and support, adding that the timing is especially promising. Within the next one to two months, the coalition anticipates at least two major economic development announcements involving investments in the hundreds of millions of dollars and the creation of hundreds of high-quality jobs with benefits. He credited strong local leadership for helping make these opportunities possible and encouraged everyone to stay tuned for updates.

In response, a commissioner referenced a quote by Wayne Gretzky, noting that success requires taking chances: "You miss 100% of the shots you don't take." He connected this idea to economic development, emphasizing that while not every effort succeeds, missed opportunities are part of the process and should not be viewed as failure. Mr. McKinney added that the county's economic development strategy focuses on three key areas: supporting startups through initiatives like the business incubator, retaining and expanding existing businesses—which account for about 80% of job growth—and recruiting new industries. He highlighted ongoing construction related to the incubator and expressed appreciation for the county's support. He concluded by noting that the prospective projects currently in progress have each taken more than a year of effort to bring to this stage, reflecting the long-term nature of economic development work. A motion was made by Member Cleveland, seconded by Vice Chairman Grissom, to adopt the Proclamation declaring May 4th - May 8th, 2026, as Economic Development Week. The motion carried by the following vote:

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

No new business was presented for discussion or possible action during this meeting.

**Executive Session**

- 32. Executive Session for the purpose of the following: Discussion regarding the appointment of the Cleveland County Sheriff as authorized by 25 O.S. §307(B)(1).

A motion was made by Member Cleveland, seconded by Vice Chairman Grissom, to strike this item from the agenda. The motion carried by the following vote:

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

- 33. Action regarding Executive Session for the purpose of the appointment of the Cleveland County Sheriff as authorized by 25 O.S. §307(B)(1).

**Board Member Statements and Announcements**

During Commissioners statements and announcements a few brief remarks were shared. A basketball analogy was used to encourage taking action, noting that one cannot succeed without trying. The Board expressed appreciation for county employees, recognizing several by name and emphasizing that their hard work is what keeps the county running. He also acknowledged leadership roles like the sheriff’s office and detention staff for their contributions. Finally, a recent incident in Edmond involving injured children was mentioned, offering prayers and expressing concern for the families.

**Adjourn**

AT 1:12 P.M., a motion was made by Member Rod Cleveland, seconded by Chairman Rusty Grissom, 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