

AGENDA

FOR A REGULAR MEETING ON MONDAY, September 17, 2007
OF THE BOARD OF COUNTY COMMISSIONERS OF CLEVELAND COUNTY
ROOM 200 OF THE COUNTY OFFICE BUILDING 9:00 A.M.
201 SOUTH JONES NORMAN, OKLAHOMA 73069

- A. Meeting called to order.
- B. Quorum call.
- C. Pledge of Allegiance.
- D. Approve the minutes of the Regular Meeting of September 10, 2007.
- E. Bids Openings: (State Law requires bids be opened in an open meeting of the Board of County Commissioners.)
 - 1. Accept, Award and/or Reject County Bid #HD-1346 – Room Renovation for the Cleveland County Health Department located at 250 12th Avenue, N.E., Norman, Oklahoma.
 - 2. Accept, Award and/or Reject County Bid #SHE-1347 – The Purchase and Installation of an X-Ray Inspection Machine for the Cleveland County Sheriff's Office, 203 S. Jones, Norman, Oklahoma.
 - 3. Accept, Award and/or Reject County Bid #SHE-1348 – One-Year (1) Non-Encumbered Contract for the purchasing and installation of Miscellaneous Computer Items for the Sheriff's Office.
- F. Old Business:
 - 1. Award and/or Reject County Bid #CT-1344 – Imaging and Mailing of approximately 118,000 each, 2007 Tax Statements for the County Treasurer.
 - 2. Award and/or Reject County Bid #HWY-1345 – Non-Encumbered Contract for Bulk Oils, Lubricants & Antifreeze for the County Commissioners. The bid term will be from September 22, 2007 through January 21, 2008.
- G. New Business:
 - 1. Discussion, Consideration, and/or Action on the Jail Report from Neil Vickers.
 - 2. Discussion, Consideration, and/or Action to Approve the Contract, Signatory Form, and Contract Certification to indicate acceptance of the CDBG Grant/Engineering Phase I for Water and Wastewater in the amount of \$3,750.00.

3. Discussion, Consideration, and/or Action to Approve Pay Application #44, for Office Additions and renovations to the Cleveland County Courthouse in the amount of \$36,470.38.
4. Discussion, Consideration, and/or Action to Approve the Annual Maintenance Agreement proposal between Cleveland County District #1 and Commercial Communication Services for Panasonic Telephone Equipment: 1 each - KXTD308 Panasonic Digital Control Unit; 1 each - KXT7431B 12 Btn Display Spkrphn Set; 6 each - KXT7420B 12 Btn Spkrphn Sets; and 1 each - TB-593 Loud Bell, for a total of \$24.08 monthly or \$288.96 annual. The agreement is from September 3, 2007 through September 2, 2008.
5. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the Cleveland County Election Board and Summit Mailing and Shipping Systems, Inc. for a Letter Opener, Model N5060, Serial #U990003970 in the amount of \$516.00. The agreement is from July 1, 2007 through June 30, 2008.
6. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the Cleveland County Treasurer and Summit Mailing & Shipping Systems, Inc. for the Dynamic Scale, Model NIJDS, Serial #710236 in the amount of \$56.28 for 1st quarter and \$408.75 for the remaining 3 quarters. The agreement is from August 24, 2007 through June 30, 2008.
7. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the Cleveland County Treasurer and Summit Mailing and Shipping Systems, Inc., for a Neopost Autofeed Digital Mail Machine, Model NIJ65, Serial #049J658569 and a Neopost five (5) pound Postal Scale, Model N37IJ, Serial #80866 to be billed quarterly at \$166.00 per quarter or \$664.00 annually. The agreement is from July 1, 2007 through June 30, 2008.
8. Discussion, Consideration, and/or Action to Approve the STOP Violence Against Women Grant 2007-2008 Application. Application for grant is to fund Court Service Officer position to supervise offenders convicted of domestic violence. This position allows for probation term instead of incarceration in the County Jail. A grant application has been previously approved in 2004, 2005 and 2006. The County does not have to provide any matching funds for this grant.
9. Discussion, Consideration, and/or Action to Approve the Appointment of Russell Jones as Receiving Officer for all Fair Board Accounts.
10. Approve the August, 2007, monthly reports of the following:
 - a. Denise Heavner, County Assessor
 - b. Shari Kinney, County Health Department
11. Approve the following Blanket Purchase Orders:
 - a. General Fund

08-1769 – F2	Norman Stamp & Seal Company	\$ 250.00
08-1788 – SM2	Neutron Industries, Inc.	1,000.00

08-1793 – C2	Summit Mailing & Shipping Systems	664.00
08-1794 – C2	Summit Mailing & Shipping Systems	408.75
08-1826 – R2	Copelin’s Office Center	1,000.00
08-1827 – D2	Copelin’s Office Center	500.00
08-1831 – B2B	Ben E. Keith	2,500.00
08-1832 – B2B	Sysco Food Services of Oklahoma	500.00
08-1833 – B2B	U.S. Foodservice Inc.	2,500.00
08-1834 – B2B	Sysco Food Services of Oklahoma	5,000.00
08-1836 – B2A	Oklahoma Dept. of Public Safety	1,050.00
08-1837 – B2A	Maguire Disposal Service	90.00
08-1838 – B2A	Midwest Trophy Manufacturing	1,000.00
08-1843 – R3BS2A	Special OPS – Uniforms, Inc.	1,000.00
08-1844 – R3BS2A	Copelin’s Office Center	500.00
08-1852 – R2	The Norman Transcript	5,000.00
08-1853 – R2	INOK Investments, LLC	11,432.64
08-1856 – B2B	Ben E. Keith	300.00

b. Highway Fund

08-1786 – T2A	Palace Auto Supply, Inc.	1,500.00
08-1789 – T2A	OLG	200.00
08-1795 – T2A	Warren Cat	2,000.00
08-1800 – T2A	Warren Cat	3,000.00
08-1822 – T2A	American Logo & Sign, Inc.	650.00
08-1842 – T2A	UniFirst	2,500.00
08-1854 – T2A	P & K Equipment, Inc.	1,500.00
08-1855 – T2A	Fastenal Industrial & Construction	750.00
08-1861 – T2A	Perfection Equipment Company, Inc.	1,500.00

c. Health Fund

08-1835 – MD1A	Jana Winfree, DDS	14,760.00
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d. Sheriff Revolving Fund

08-1839 – CFBRE2	Ken’s Discount Pharmacy	1,500.00
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12. Approve Certificate of Requesting Officers on Blanket Purchase Order Numbers:

07-5277 – CFB2	08-0162 – T2A
08-0362 – R2	
08-0410 – C2	
08-0423 – C2	
08-0475 – B2A	

13. Review, Audit, and Approve Purchase Orders for Payment of Personal Services, Travel, Maintenance & Operation, and Capital Outlay from:

FY 07/08

a. General Fund	\$	952,694.12
b. Highway Fund		205,426.52
c. Health Fund		271,183.83
d. Sheriff Service Fee Fund		9,360.04
e. Sheriff Revolving Fund		18,604.19
f. Sheriff Commissary Fund		1,068.23
g. Sheriff Federal Share Revenue Fund		2,774.80
h. County Clerk Lien Fee Fund		7,366.54
i. County Clerk Preservation Fund		6,873.21
j. Drug Court Revolving Adult Fund		468.42
k. S.T.O.P. Violence Against Women Fund		4,140.28

FY 06/07

a. General Fund	\$	14,457.88
b. Highway Fund		350.00
c. Sheriff Service Fee Fund		4,465.91

H. Miscellaneous Discussion.

I. Adjourn.

Date posted: September 13, 2007

County Clerk