

AGENDA

FOR A REGULAR MEETING ON MONDAY, JUNE 21, 2010
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 June 14, 2010.
- E. Bid 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 #COM-1462 – One-Year(1) Non-Encumbered Contract for the Publication of Commissioners’ Proceedings and any Legal Notices required by law per the Oklahoma Statutes. The bid term will be from July 1, 2010 through June 30, 2011.
 - 2. Accept, Award and/or Reject, County Bid #EB-1463 – One-Year (1) Non-Encumbered Contract for the Printing of Election Ballots for the County Election Board. The bid term will be from July 1, 2010 through June 30, 2011.
 - 3. Accept, Award and/or Reject, County Bid #EB-1464 – One-Year (1) Non-Encumbered Contract for Voting Equipment Carrier Service for Ballot Boxes, Voting Devices, Voting Booths and needed additional equipment for the Election Board. The bid term will be from July 1, 2010 through June 30, 2011.
 - 4. Accept, Award and/or Reject, County Bid #FB-1465 – The purchase and installation of Audio System Equipment for the Arena Building located at the Cleveland County Fairgrounds, 615 E. Robinson, Norman, Oklahoma.
- F. Old Business:
 - 1. Award and/or Reject, County Bid #BE-1461 – One-Year (1) Non-Encumbered Contract for Building Maintenance Supplies for Cleveland County. The bid term will be from July 1, 2010 through June 30, 2011.
 - 2. Discussion, Consideration, and/or Action to Approve the Application for Permit to allow the installation of a 4-inch poly gas pipeline and a 6-inch poly disposal pipeline by Avalon Exploration, Inc.

Beginning at a point on the South side of the East Lindsey Street County Road Right of Way on the East Line of Section 1-T8N-R1E, thence West approximately 1 mile paralleling East Lindsey Street to the intersection of East Lindsey Street and 192nd Ave. SE, thence West across 192nd Ave. SE

to the West side of the 192nd Ave. SE County Road Right of Way, thence North approximately 1 mile paralleling said 192nd Ave. SE on the West side of the County Road Right of Way to the intersection of 192nd Ave. SE and Alameda, thence North across Alameda to the end point located in the County Road Right of Way on the West side of 192nd Ave. SE in the SE/4 SE/4 of Section 26-9N-1E, Cleveland County, OK.

3. Discussion, Consideration, and/or Action to Approve the FY2011 Renewal Contract for Secure Detention between Cleveland County Commissioners and Office of Oklahoma Juvenile Affairs for the operations, maintenance and repair of the detention facility located at 1650 W. Tecumseh Road at the rate of \$109.45 per day per bed for a total of 26 secure detention beds less the budget reduction as outlined on contract attachment Schedule A. Contract is effective from July 1, 2010 through June 30, 2011.

G. New Business:

1. Public Hearing for discussion and consideration for a Resolution to designate as “reserved section lines” (1) that portion of South Council Road right-of-way that extends one half mile north from SW 134th; (2) that portion of SW 134th Street right-of-way that extends one half mile west of South Council Road; and (3) that portion of SW 134th Street right-of-way that extends 3055 feet east of South Council Road pursuant to the provisions of Title 69, Section 1201 of the Oklahoma Statutes as described in the notice of publication.
2. Discussion, Consideration, and/or Action regarding the approval of a Resolution to designate as “Reserved Section Lines” (1) that portion of South Council Road right-of-way that extends one half mile north from SW 134th; (2) that portion of SW 134th Street right-of-way that extends one half mile west of South Council Road; and (3) that portion of SW 134th Street right-of-way that extends 3055 feet east of South Council Road pursuant to the provisions of Title 69, Section 1201 of the Oklahoma Statutes as more fully described in Exhibit ‘A’.
3. Discussion, Consideration, and/or Action to Approve the Lease between the Board of County Commissioners and Cleveland County Facilities Authority for space leased at the Alan J. Couch Juvenile Center, 1650 W. Tecumseh Rd, Norman, Oklahoma, for 9,899 square feet for conducting service for the youth and family of Cleveland County, Oklahoma. Lease amount is \$1,848.00 per month from July 1, 2010 through June 30, 2011.
4. Discussion, Consideration, and/or Action to Approve the Intent to Participate and Resolution to Execute the Agreement between the Cleveland County Board of County Commissioners and the Association of County Commissioners of Oklahoma Self-Insurance Group. Agreement is for the property & liability coverage and will begin on July 1, 2010 through June 30, 2010, in the amount of \$330,779.00 per year.
5. Discussion, Consideration, and/or Action to Approve the Right-Of-Way, Public Utility and Encroachment Agreement and Resolution between the Board of County Commissioners of Cleveland County, Oklahoma and Department of Transportation, State of Oklahoma, in connection with the construction of a public project known as CIRB-114C(210)RB Job No. 24892 (04) Const., (03)

Util., (02) R/W in accordance with the terms and tenor of 69 O.S. 2001, Section 1205, 1206, 1401, and 1403.

6. Discussion, Consideration, and/or Action to Approve the Pottawatomie County Regional Juvenile Detention Center Contract (aka Glenn Dale Carter Hall) between the Board of County Commissioners and Pottawatomie County Public Safety Center for Juvenile Detention Services in the amount of \$29.36 per day per child from July 1, 2010 through June 30, 2011.
7. Discussion, Consideration, and/or Action to Approve the Contract between the Board of County Commissioners and Texas County Juvenile Detention Center for Juvenile Detention Services in the amount of \$29.36 per day per child from July 1, 2010 through June 30, 2011.
8. Discussion, Consideration, and/or Action to Approve the Detention Services Agreement between the Board of County Commissioners and Muskogee Youth Services for Juvenile Detention Services in the amount of \$23.27 per day per child from July 1, 2010 through June 30, 2011.
9. Discussion, Consideration, and/or Action to Approve the Contract between the Board of County Commissioners and Canadian County Juvenile Detention Center for Juvenile Detention Services in the amount of \$19.31 per day per child from July 1, 2010 through June 30, 2011.
10. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement Renewal between the Cleveland County Treasurer and Summit Mailing & Shipping Systems, Inc. for Dynamic Scale model #NIJDS - serial #710236. Billed quarterly at \$136.25 for an annual total of \$545.00. Agreement term is from July 1, 2010 through June 30, 2011.
11. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement Renewal between the Cleveland County Treasurer and Summit Mailing & Shipping Systems, Inc. for Neopost autofeed digital mail machine model #NIJ65 – serial #049J658569 which includes a Neopost 5 pound postal scale model #N37IJ – serial #80866. Billed quarterly at \$166.00 for an annual total of \$664.00. Agreement term is from July 1, 2010 through June 30, 2011.
12. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement Renewal between the Cleveland County Treasurer and Stanley Convergent Security Solutions, Inc. for the purpose of maintaining a Video Surveillance System installed in the Treasurer's Office. Cost of the agreement is \$75.00 per month and paid annually for a total of \$900.00. Agreement term is from July 1, 2010 through June 30, 2011.
13. Discussion, Consideration, and/or Action to Approve the Renewal Copier Maintenance Agreement between the County Treasurer and Sooner Copy Machines, Inc. for:
 - a. Seven (7)-each Sharp AR-M455 with a per copy charge of \$0.0075 for black/white.
 - b. Eight (8)-each Sharp AR-M4501 with a per copy charge of \$0.0075 for black/white and \$.07 for color.

- c. One (1)-each Sharp AR-P450 with a per copy charge of \$0.0075 for black/white.
- d. One (1)-each Sharp AR-BC260 with a per copy charge of \$0.0095 for black/white and \$0.08 for color.
- e. One (1)-each Hewlett Packard 4250 with a per copy charge of \$0.05.
- f. One (1)-each Destroyit Shredder 4003 with a monthly service charge of \$16.95.

Agreement term is from July 1, 2010 through June 30, 2011.

- 14. Discussion, Consideration, and/or Action to Approve the Renewal Attorney Fee Agreement between Sandra DeSelms, County Treasurer and Joe B. Lawter for professional legal services at the rate of \$125.00 per hour, copy expense at the rate of \$0.10 per copy and actual postage expense incurred by the Attorney. Agreement term is from July 1, 2010 through June 30, 2011.
- 15. Discussion, Consideration, and/or Action to Approve the Renewal Contract for Services between the Cleveland County Treasurer and Diane Defilippo, Attorney, to provide Professional Services on an “as needed” basis at the rate of \$100.00 per Title Search Report and at the rate of \$7.00 per Title Verification. Agreement term is from July 1, 2010 through June 30, 2011.
- 16. Discussion, Consideration, and/or Action to Approve the Agreement between the Cleveland County Treasurer and the Cleveland County Clerk to share the expenses for one 1.5M/1.5M connection with Cox Business Services. The Treasurer will pay the even months and the Clerk will pay the odd months. Agreement term begins July 1, 2010 through June 30, 2011.
- 17. Discussion, Consideration, and/or Action to Approve the Commercial Services Agreement between the Cleveland County Treasurer/Cleveland County Clerk and Cox Oklahoma Telcom, L.L.C. d/b/a Cox Business Services for business internet static – 15MB/3MB powerboost. Monthly charges will be \$259.95. The County Treasurer and County Clerk will rotate paying this bill. Agreement term begins July 1, 2010 through June 30, 2011.
- 18. Discussion, Consideration, and/or Action to Approve the Renewal Commercial Service Agreement between the Cleveland County Treasurer and Cox Business Services, Inc. for a Business HD Video Digital Gateway at \$19.99 per month, Business Video Digital HD Receiver at \$5.25 per month and Business Video Complete Basic. Total monthly charge \$25.24. Agreement term begins July 1, 2010 through June 30, 2011.
- 19. Discussion, Consideration, and/or Action to approve the Renewal Annual Maintenance Agreement between the Cleveland County Treasurer and Central Business Machines and Systems for twenty-three (23) Epson TM-H6000 III Validator Printers. The rate is \$85.00 per unit for a total of \$1,955.00. Agreement term begins July 1, 2010 through June 30, 2011.
- 20. Discussion, Consideration, and/or Action to Approve the Renewal Equipment Service Agreement between the Cleveland County Treasurer and R.K. Black, Inc. for (2) Kyocera Printers, Model #KM5035, S/N #M3011997 and #M3011996, with a per copy charge of \$0.0135 to be billed quarterly. Agreement term begins July 1, 2010 through June 30, 2011.

21. Discussion, Consideration, and/or Action to Approve the Equipment Service Agreement between the Cleveland County Treasurer and Black Mesa Security, L.L.C. for a Knight TL-30 Safe Model #7334 with Combination and Key Locking Dial and the Firewall Insulated Vault Door. Total annual service fee is \$375.00 with Agreement term beginning July 1, 2010 through June 30, 2011.
22. Discussion, Consideration, and/or Action to Approve the Time Clock On-Site Service Agreement between the Cleveland County Treasurer and A.E.C. Solutions for Jantek time clock software telephone support. Agreement is from July 1, 2010 through June 30, 2011 in the amount of \$500.00 per year.
23. Discussion, Consideration, and/or Action to Approve Rental Agreement between the County Clerk and Pitney Bowes for rental and maintenance on Account No. 8338584 402 in the amount of \$327.09 paid quarterly totaling \$1,308.36 for folding machine Model No.-DF50, SN-0905268. Agreement term begins July 1, 2010 through June 30, 2011.
24. Discussion, Consideration, and/or Action to Approve Rental Agreement between the County Clerk and Pitney Bowes for rental and maintenance on Account No. 8338584 in the amount of \$835.52 paid quarterly totaling \$3,342.08 for Mailing System SVAA, Model No1FW4. Agreement term begins July 1, 2010 through June 30, 2011.
25. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between Cleveland County Clerk's Office and Sooner Copy Machines for:
 - a. One (1) Sharp Copier, Model #MX-M620N S/N75007156, copy usage charge \$0.0075 for black/white copies (front).
 - b. One (1) Sharp Copier, Model #MX-M620N S/N75007376, copy usage charge \$0.0085 for black/white copies (back).
 - c. One (1) Sharp Copier, Model #AR-M355N S/N65034047, copy usage charge \$0.0085 for all black/white copies (lien dept).Agreement term from July 1, 2010 through June 30, 2011.
26. Discussion, Consideration, and/or Action to Approve the Storage Lease Agreement Renewal 01-1237 between the Cleveland County Clerk and Underground Vaults and Storage, Inc., for storage space. Minimum Agreement is for \$150.00 per year. Agreement term from July 1, 2010 through June 30, 2011.
27. Discussion, Consideration, and/or Action to Approve the Copy Cost Agreement and fee schedule between the Cleveland County Clerk's Office and First American Title & Trust Company for the amount of \$100.00 per month. Pursuant to Title 28, O.S. § 32 as per the State Auditor and Inspector's Office. Agreement is from July 1, 2010 through June 30, 2011.
28. Discussion, Consideration, and/or Action to Approve the Copy Cost Agreement and fee schedule between the Cleveland County Clerk's Office and Cleveland County Abstract Company for the amount of \$100.00 per month. Pursuant to Title 28, O.S. § 32 as per the State Auditor and Inspector's Office. Agreement is from July 1, 2010 through June 30, 2011.

29. Discussion, Consideration, and/or Action to Approve the Copy Cost Agreement and fee schedule between the Cleveland County Clerk's Office and Old Republic Title Company of Oklahoma for the amount of \$100.00 per month. Pursuant to Title 28, O.S. § 32 as per the State Auditor and Inspector's Office. Agreement is from July 1, 2010 through June 30, 2011.
30. Discussion, Consideration, and/or Action to Approve the Renewal Maintenance Agreement between the Cleveland County Assessor and Summit Mailing & Shipping Systems Inc. for Mail Machine in the amount of \$137.50 per quarter and Scale in the amount of \$136.25 per quarter. Agreement begins July 1, 2010 through June 30, 2011.
31. Discussion, Consideration, and/or Action to Approve the Renewal Service Agreement between the Cleveland County Election Board and Documation, Inc. for Lektriever, Model LK102-12', Serial #25122 in the amount of \$906.00 per year. Agreement is from July 1, 2010 through June 30, 2011.
32. Discussion, Consideration, and/or Action to Approve the Renewal Commercial Service Agreement between the Cleveland County Election Board and Cox Business Services for Internet service. Contract term is from July 1, 2010 through June 30, 2011, at a rate of \$165.35 per month.
33. Discussion, Consideration, and/or Action to Approve the Renewal Maintenance Agreement between the Cleveland County Election Board and United Systems, Inc., for five (5) IBM Typewriters at \$54.00 per machine for a total of \$270.00 annually. Agreement is from July 1, 2010 through June 30, 2011.
34. Discussion, Consideration, and/or Action to Approve the Renewal Lease Agreement between the Cleveland County Health Department and Sooner Copy Machines, Inc. for four (4) new Sharp MXM453 N copiers. The lease price is \$145.00 per month per copier. Agreement is from July 1, 2010 through June 30, 2011.
35. Discussion, Consideration, and/or Action to Approve the Contract between the Cleveland County Health Department and Miranda Strednak for services as a teaching assistant for the Early Foundations Replication Project from July 1, 2010 until June 30, 2011. The Health Department will pay \$12.00 per hour for teaching assistant services and .50¢ per mile as per the State Travel Reimbursement Act not to exceed \$11,720.00.
36. Discussion, Consideration, and/or Action to Approve the Contract between the Cleveland County Health Department and Stacey Marie Kent for services as a teaching assistant for the Early Foundations Replication Project from July 1, 2010 until June 30, 2011. The Health Department will pay \$10.00 per hour for teaching assistant services and .50¢ per mile as per the State Travel Reimbursement Act not to exceed \$9,800.00.
37. Discussion, Consideration, and/or Action to Approve the Contract between the Cleveland County Health Department and Katie Cuaderes for services as a teaching assistant for the Early Foundations Replication Project from July 1, 2010

until June 30, 2011. The Health Department will pay \$10.00 per hour for teaching assistant services and .50¢ per mile as per the State Travel Reimbursement Act not to exceed \$400.00.

38. Discussion, Consideration, and/or Action on the Request for Approval of Allocation of Alcoholic Beverage Tax in the amount of \$25,190.61.
39. Discussion, Consideration, and/or Action to approve the May, 2010 monthly report of Shari Kinney, Cleveland County Health Department.

40. Approve the following Cash Fund Appropriations:

a. Sheriff's Service Fee Fund	\$ 46,759.66
b. Sheriff's Courthouse Security Service Fee Fund	3,880.32
c. Sheriff's Jail Fund	8,015.83
d. Sheriff's Revolving Fund	81,085.50
e. Sheriff's Federal Share Revenue Fund	11.58
f. Sheriff's Commissary Fund	13,623.46
g. Sheriff's Environmental Reward Fund	2,600.00
h. Treasurer's Certification Fee Fund	4,910.00
i. County Clerk's Lien Fee Fund	1,996.84
j. County Clerk's Preservation Fee Fund	22,206.81
k. Court Clerk's Revolving Fund	11,548.01
l. Fair Board Fund	18,595.00
m. Bridge Capital Improvement	80.43
n. Highway Unrestricted	414,113.74
o. Commissioner's Building Fund	22.25
p. D.A. Incarceration Costs Fund	303.59
q. Assessor's Revolving Fund	620.14
r. Sales Tax Fund	581,129.56
s. Child Abuse Prevention Fund	28.00
t. S.T.O.P. Violence Against Women Grant Fund	3,810.00
u. Drug Court Revolving Fund Adult	1,190.20
v. First Choice Recovery Fund	500.00

41. Approve the following Blanket Purchase Orders submitted from the following Departments:

- a. Sheriff:
 - 10-5624 – CFBRE2 Slaughterville Tire Shop \$ 200.00
- b. Building Maintenance:
 - 10-5626 – SM2 Hy-Pride Janitorial Supply \$ 200.00
- c. District #1 Warehouse:
 - 10-5637 – T2A Inland Truck Parts Company \$ 6,600.00
- d. District #3 Warehouse:
 - 10-5614 – T2A O'Reilly Automotive \$ 750.00

42. Approve Certificate of Requesting Officers on Blanket Purchase Order Numbers:

- 10-0122 – H2
- 10-0128 – H2
- 10-0397 – SM2 10-0204 – MD2
- 10-0419 – B2A 10-0278 – MD2
- 10-0442 – B2A 10-3251 – MD1C
- 10-0450 – B2A 10-3293 – MD2
- 10-0463 – B2A 10-4839 – MD2
- 10-0487 – C2
- 10-0495 – C2
- 10-0496 – C2
- 10-0499 – C2
- 10-0904 – B2A
- 10-1037 – B2A 10-3054 – T2A
- 10-1346 – B2A 10-3926 – T2A
- 10-1564 – SL2 10-5030 – T2A
- 10-1624 – B2A
- 10-2940 – B2A
- 10-3026 – D2 10-4566 – CFB2
- 10-3512 – Q2
- 10-3966 – B2A
- 10-4048 – R2 10-4070 – CFBRE2
- 10-4110 – B2A
- 10-4135 – B2A
- 10-4236 – B2A
- 10-4463 – D2

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

<u>FY 09/10</u>	
a. General Fund	\$ 628,080.68
b. Highway Fund	116,124.98
c. Health Fund	19,157.13
d. Sheriff Service Fee Fund	9,182.08
e. Sheriff Commissary Fund	1,205.82

f.	Sheriff Jail Fund	2,655.43
g.	Sheriff Revolving Fund	8,431.32
h.	County Clerk Preservation Fund	21,638.51
i.	Fair Board Fund	1,221.41

H. Miscellaneous Discussion.

I. Adjourn.

Date & Time Posted: _____

06-18-10 A08:37 IN

