

**BOARD OF COUNTY COMMISSIONER'S
AGENDA**

June 13, 2011

9:00 A.M.

REGULAR MEETING

**CLEVELAND COUNTY OFFICE BUILDING
201 SOUTH JONES, SUITE 200
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 6, 2011.
- 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 #BE-1508 – 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, 2011 through June 30, 2012.
 - 2. Accept, Award and/or Reject, County Bid #COM-1509 – One-Year (1) Non-Encumbered Contract for the Publications of Commissioners' Proceedings and any Legal Notices required by law per the Oklahoma Statutes. The bid term will be from July 1, 2011 through June 30, 2012.
- F. Old Business:
 - 1. Award and/or Reject, County Bid #BE-1506 -- One-Year (1) Non-Encumbered Contract for Building Maintenance Supplies for Cleveland County. The bid term will be from July 1, 2011 through June 30, 2012.
 - 2. Award and/or Reject, County Bid #CC-1507 – Transfer of Imaging Computer Documents to microfilm for the County Clerk. The bid term will be a one (1) year non-encumbered contract from July 1, 2011 through June 30, 2012 with the option to renew up to two (2) consecutive years.
 - 3. Discussion, Consideration, and/or Action to approve the Agreement between the Cleveland County Sheriff and M. Rock Richardson, LPC, PC, to provide services for the Jail Diversion Program and Re-Entry Program. The term of the agreement shall be from July 1, 2011 through June 30, 2012 in the amount of \$5,000.00 per month.

G. Items of Business:

1. Discussion, Consideration and/or Action on whether the conditions warrant the adoption of a Burn Ban Resolution as recommended by the Director of Safety and Emergency Management as per the Oklahoma Statute Title 2 Section 16-26.B.
2. Discussion, Consideration and/or Action to approve the Contract between the Cleveland County Health Department and the following individuals to provide breastfeeding support services to Women Infants and Children (WIC) clients who are pregnant or breastfeeding. The Contract will not exceed \$13,724.00 for the year beginning July 1, 2011 to June 30, 2012. The Health Department will pay \$13.00 per hour and mileage at \$0.51 per mile.
 - a. Chelsea Zamarripa
 - b. Mariah Danhoff
 - c. Megan Garrison
 - d. Britney Novotny
 - e. Jenny Rodriguez
3. Discussion, Consideration and/or Action to approve the Contract between the Cleveland County Health Department and the following individuals to provide services as a teaching assistant for the Early Foundations Replication Project from July 1, 2011 until June 30, 2012. The Health Department will pay \$10.00 per hour for teaching assistant services and \$0.51 per mile as per the State Travel Reimbursement Act not to exceed \$10,004.00.
 - a. Stephanie Darden
 - b. Lacey Mehmood
 - c. Miranda Strednak
 - d. Esther Louise
4. Discussion, Consideration and/or Action to approve the renewal of County Bid #EB-1475 – Non-Encumbered Contract for Voting Equipment Carrier Service for Ballot Boxes, Voting Devices, Voting Booths and needed additional equipment for another year. All terms and conditions will remain the same. The renewal period will be from July 1, 2011 through June 30, 2012.
5. Discussion, Consideration and/or Action to approve the renewal Maintenance/Support Services Contract between the County Assessor and Syncsort Inc. for computer data backup at a remote site. The term of the contract shall be from June 30, 2011 through June 29, 2012 for the yearly amount of \$2,616.00.
6. Discussion, Consideration and/or Action to approve the renewal Maintenance Agreement between the County Treasurer and Stanley Convergent Security Solutions for closed circuit television/security cameras. The agreement term will be from July 1, 2011 thru June 30, 2012 for the yearly amount of \$900.00.

7. Discussion, Consideration and/or Action to approve the renewal Maintenance Agreement between the County Treasurer and Underground Vaults and Storage, Inc. for 14 cubic feet of storage of essential CD’s and Microfilm in a controlled environment. The term of the agreement will be from July 1, 2011 thru June 30, 2012 for the yearly rate of \$560.00.
8. Discussion, Consideration and/or Action to approve a License and Service Agreement between the County Sheriff and Priority Dispatch Corporation to provide Emergency Medical Dispatch Cards to assist dispatchers to provide medical assistance to 900 callers. The term of the agreement will be from July 1, 2011 thru June 30, 2012.
9. 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, 2011 thru June 30, 2012.
10. Discussion, Consideration, and/or Action to Approve the Renewal Maintenance Agreement between the County Treasurer and Summit Mailing & Shipping Systems, Inc. for IS-440 Mailing Machine with a 5-pound postal scale and modem. The term of the agreement will be from July 1, 2011 thru June 30, 2012 for the quarterly amount of \$155.86.
11. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the County Purchasing Department and Oklahoma Office Systems, LLC for a Bizhub C360 includes all labor, parts & supplies. The agreement term will be from July 1, 2011 thru June 30, 2012 for the rate of \$0.0065 per copy for black & white copies and \$0.065 per copy for color copies to be billed monthly.
12. Discussion, Consideration, and/or Action to Approve the Renewal of Cooperative Agreement between the Board of County Commissioners and U.S. Department of Agriculture APHIS – Wildlife Services Oklahoma Department of Agriculture, Food and Forestry. Cleveland County agrees to provide funds in the amount of \$2,400.00 as contribution to the cooperative animal damage control program for the purpose to supplement the wildlife damage control travel and field expenses of the Wildlife Services Specialists. The term of the contract period will be from July 1, 2011 through June 30, 2012. Pursuant to Section 2 of Cooperative Agreement Number 1-10-00 date June 19, 1995.
13. Discussion, Consideration, and/or Action to Approve a Resolution of the Board of County Commissioners of Cleveland County establishing the 911 emergency telephone fee rate for calendar year 2012 for service fees at current level of 3% pursuant to the Nine-One-One Emergency Act, 63 O.S. Supp., 1987, Section 2811 et seq.
14. Discussion, Consideration, and/or Action to Approve the Renewal Service Agreement between the County Assessor and CoxCom, Inc., Cox Oklahoma Telecom, LLC, for Internet Home Static –10 MB/768K – PowerBoost 13/1 Service. The term of the Service Agreement will be from July 1, 2011 thru June 30, 2012 for the monthly rate of \$69.95.

15. Discussion, Consideration, and/or Action to Approve the Renewal Contract between the County Assessor and Colorado Customware, Inc. for Realware Software Support and Fieldware Software Support. The term of the contract will be from July 1, 2011 thru June 30, 2012 for the amount of \$70,068.62.
16. Discussion, Consideration and/or Action to approve the Renewal Contract Agreement of the Emergency and Transportation Revolving, ETR Fund set to expire June 30, 2011. The term of the contract renewal is to be renewed to June 30, 2012. The previous contract was approved on April 18, 2011 for the Cleveland County District #1 project S.W. 164th Penn & Western for the amount of \$400,000.00.
17. 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 15M/3M connection with Cox Business Services. The Treasurer will pay the even months and the Clerk will pay the odd months. The term of the agreement will be from July 1, 2011 thru June 30, 2012 for the monthly amount of \$259.95.
18. Discussion, Consideration, and/or Action to Approve the Commercial Services Agreement between the Cleveland County Treasurer and CoxCom, Inc., Cox Oklahoma Telcom, LLC for business internet static – 15MB/3MB powerboost. The term of the agreement will be from July 1, 2011 thru June 30, 2012 for the monthly amount of \$259.95.
19. Discussion, Consideration, and/or Action to Approve the Lease Agreement between the County Assessor and Sooner Copy Machines, Inc. for the lease of one (1) Kip 3000, serial #11600428. The term of the lease agreement will be from July 1, 2011 thru June 30, 2012 with the option to renew two (2) more consecutive years for the monthly amount of \$250.00.
20. Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the County Assessor and Sooner Copy Machines, Inc. for the one (1) Kip 3000, serial #11600428. The term of the lease agreement will be from July 1, 2011 thru June 30, 2012 for the copy rate of \$0.08 per square foot.
21. Discussion, Consideration, and/or Action regarding approval of Resolution to address redistricting for 2011 and appointing David Batton, Assistant District Attorney, and Denise Ellison as the Representatives to prepare and propose any redistricting plan to the Commissioners. Authorizing David Batton to employ an independent expert to assist him and the Board.
22. Discussion, Consideration, and/or Action to approve the May, 2011 monthly reports of the following:
 - a. David Tinsley, County Assessor
 - b. Tammy Howard, County Clerk
 - c. Rhonda Hall, Court Clerk
 - d. Jim Williams, Election Board Secretary

23. Discussion, Consideration, and/or Action to Approve the Resolution Determining Maximum Monthly Highway Expenditures:

T1A	\$	501,135.06
T1C	\$	3,131.14
T2A	\$	3,962,166.17
T2B	\$	29,185.53
<u>T3</u>	<u>\$</u>	<u>1,451,095.57</u>
Total Unrestricted	\$	5,946,713.47

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

11-0133 – B2A	11-3766 – B2A
11-0155 – B2A	11-4038 – B2A
11-0158 – B2A	11-4215 – B2A
11-0167 – B2A	11-4272 – B2A
11-0174 – B2A	11-4429 – B2A
11-0177 – B2A	11-4431 – SM2
11-0220 – HR2	11-4519 – B2A
11-0226 – HR2	
11-0299 – SM2	11-0098– T2A
11-0372 – B1C	11-0368– T2A
11-0451 – C2	11-2246– T2A
11-0705 – B1C	11-3623– T2A
11-0770 – SL2	11-4046– T2A
11-0822 – B2A	11-5469– T2A
11-1467 – B2A	
11-1531 – B2A	11-0229– MD1C
11-2289 – B2A	11-0385– MD2
11-2385 – B2A	11-0425– MD2
11-2592 – H2	11-4847– MD2
11-2982 – H2	
11-3191 – B2A	11-3514– CFHRE2
11-3285 – B2A	
11-3453 – B2A	11-4020– FF2
11-3454 – B2A	

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

- a. **District #1 Warehouse:**
11-5709 – T2A Palace Auto Supply, Inc. \$2,000.00
- b. **District #2 Warehouse:**
11-5665 – T2A O’Reilly Automotive \$1,000.00
- c. **Building Maintenance:**
11-5674 – SM2 Home Depot Credit Services \$1,000.00
11-5708 – SM2 United Refrigeration, Inc. \$1,500.00
- d. **Fair Board:**
11-5695 – FF2 UniFirst \$ 110.00
- e. **Sheriff’s Department:**
11-5696 – B2A 77 Collision Repair \$6,375.76
11-5713 – CFBREA Slaughterville Tire Shop \$ 200.00

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

FY 10/11

- a. General Fund \$ 80,127.31
- b. Highway Fund 64,050.72
- c. Health Fund 184,218.08
- d. Sheriff Service Fee Fund 41,667.00
- e. Sheriff Jail Fund 4,607.40
- f. Sheriff Revolving Fund 1,421.48
- g. SCA2010 Grant Fund 12,918.81
- h. Treasurer’s Certification Fee Fund 1,220.40
- i. Drug Court Revolving Adult Fund 651.09
- j. County Clerk Preservation Fund 8,335.86
- k. Fair Board Fund 1,675.87

H. New Business:

(As per 2001 O.S. 25 § 311.A.9 – “New Business”, as used herein, shall mean any matter not known about or which could not have been reasonably foreseen prior to the time of posting.)

I. Miscellaneous Discussion.

J. Adjourn.

06-10-11 A08:31 RCVD

Date & Time Posted: _____

Jammy Howard
County Clerk

