

**BOARD OF COUNTY COMMISSIONER'S
AGENDA FOR THE REGULAR SCHEDULED MEETING OF**

**TUESDAY, MAY 27, 2014
AT 1:00 P.M.**

**CLEVELAND COUNTY OFFICE BUILDING
201 SOUTH JONES, SUITE 200
NORMAN, OKLAHOMA 73069**

Prayer and Pledge of Allegiance

A. Meeting called to order.

B. Quorum call.

C. Approve, Amend, or Modify the Minutes: of the Regular Meeting of May 19, 2014.

D. Bid Opening: Accept, Award and/or Reject the following (State Law requires bids to be opened in house meeting of the Board of County Commissioners).

1. **Bid #CC-1675-** 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, 2014 through June 30, 2015 with the option to renew up to two (2) consecutive years.

E. Old Business: Discussion, Consideration and/or Action regarding the following:

1. **Bid #HWY-1674-** Four Months (4) Non-Encumbered Contract to provide Material and Installation of Asphaltic Concrete Base and Surface Coarse (Hot Mix/Hot Laid Asphalt). The bid term will be from June 10, 2014 through October 9, 2014.

F. Items of Business: Discussion, Consideration and/or Action regarding the following:

1. **Presentation** of Prudential Award to Kaylee Young.
2. **Contract** between Cleveland County Health Department and Norman Public Schools to provide instructional services for up to two children 3 years of age enrolled in the Early Foundations program for the Norman Public Schools. The Health Department will bill Norman Public Schools at a rate of \$833.00 per month for services up to three instructional assistants. Travel related to training for instructional assistants will be billed at a rate of \$0.56 per mile and shall not exceed costs authorized by the State Travel Reimbursement Act. The contract shall not exceed \$30,000.00 per program year and is to be effective July 1, 2014 through June 30, 2015.
3. **Contract** between Cleveland County Health Department and Moore Public Schools to provide instructional services for up to two children 3 years of age enrolled in the Early Foundations program for the Norman Public Schools. The Health Department

will bill Moore Public Schools at a rate of \$833.00 per month for services up to three instructional assistants. Travel related to training for instructional assistants will be billed at a rate of \$0.56 per mile and shall not exceed costs authorized by the State Travel Reimbursement Act. The contract shall not exceed \$30,000.00 per program year and is to be effective July 1, 2014 through June 30, 2015.

4. **Agreement** between Norman Public Schools and Cleveland County Sheriff’s Office from July 1, 2014 through June 30, 2015. Agreement is for Teaching Services at the F. DeWayne Beggs Detention Center at no cost.
5. **Service Agreement** between Cleveland County Sheriff’s Office and Smiths Detection to provide On-Site Service to X-Ray Machines in the Courthouse for the period July 1, 2014 through June 30, 2015 in the amount of \$7,660.00.
6. **Notice of Requesting Officer** to appoint Joseph K. Lester, Rhett Burnett and Patty Cox (Alternate as Requesting Officers on all Sheriff Office Accounts Currently listed and Account CFBG4.
7. **Notice of Receiving Officer** to appoint Valerie Mattheus and Gayla Sukenis as Receiving Officers on all Sheriff Office Accounts Currently listed and Account CFBG4.
8. **Renewal** of the annual copier Maintenance Agreement between the Cleveland County Purchasing Department and One Source for a Bizhub C360, Serial #OED011008018. Agreement includes all labor, parts and supplies. Black and White copies will be billed monthly at \$.0065 per copy and color copies will be billed monthly at \$.065 per copy. The agreement term is from July 1, 2014 through June 30, 2015.
9. **Service Agreement** between The Board of County Commissioners on behalf of Cleveland County Building Maintenance and Sooner Copy Machines, Inc. for parts, labor, and supplies on a Sharp MX4501N: ID#2672, S/N65034563. Black and White copies will be billed monthly at \$.0075 per copy and color copies will be billed monthly at \$0.07 per copy. The agreement term is from July 1, 2014 through June 30, 2015.
10. **Service Agreement** between The Board of County Commissioners on behalf of Cleveland County Treasurer’s Office and Sooner Copy Machines, Inc. for parts, labor, and supplies on a Hewlett Packard 4250 Check Printer w/MICR ink with a per copy charge of \$0.05 Black/White copies. The agreement term is from July 1, 2014 through June 30, 2015.
11. **Service Agreement** between The Board of County Commissioners on behalf of Cleveland County Treasurer’s Office and One Source Managed Company for parts, labor, and supplies on a Konica Minolta Bizhub C360, Konica Minolta Bizhub C364, and ten (10) Konica Minolta Bizhub C360E. Black and White copies will be billed monthly at \$0.0071 per copy and color copies will be billed monthly at \$0.049 per copy. Service on two (2) Hewlett Packard 602x with Black and White copies to be

billed monthly at \$0.0151 per copy. The agreement term is from July 1, 2014 through June 30, 2015.

- 12. Annual Maintenance Agreement Renewal** between The Board of County Commissioners on behalf of Cleveland County Treasurer’s Office and Business Imaging Systems, Inc. for Platinum Software Maintenance on A2iA Check Reader, Application Xtender V6.0, two (2) Application Xtender V6.5, four (4) Kofax Capture 75K/Month, six(6) Kofax Capture Concurrent Stations, five (5) Kofax Capture 25K/Month, two (2) MasterScan Desktop User, MasterScan Media Distribution, three (3) Kofax Capture VRS Elite, for total annual software maintenance in the amount of \$17,922.62. The Platinum Hardware Maintenance is on three (3) Canon DR-6010C Scanner, CR 180 Check Transport Scanner, and Dell Poweredge R610, for total annual hardware maintenance in the amount of \$3,385.88. This agreement term is from July 1, 2014 through June 30, 2015.
- 13. Agreement** between The Cleveland County Assessor’s Office and Patriot Properties, Inc. for the purchase of a CAMA System in the amount of \$381,400.00.
- 14. Agreement** between Cleveland County and OPES, Inc. to repair and replace fuel lines at the District #2 Warehouse in the amount of \$22,450.00.
- 15. Resolution** for Disposing of Unit#J220-474 Computer SN/MXL1471CK3, State Equipment traded by the Court Clerk.
- 16. Approval** of the Alcoholic Beverage Tax in the amount of \$43,741.52.
- 17. Approve** the April 2014 Monthly Reports of the following Officers:
 - a. Bryant Rains, Election Board
 - b. Tammy Belinson, County Clerk
 - c. Jim Reynolds, County Treasurer
 - d. David Tinsley, County Assessor
 - e. Rhonda Hall, Court Clerk
 - f. Joseph Lester, County Sheriff
 - g. Keith Reed, Health Department
- 18. Approve the following Cash Fund Appropriations:**

a. Co Assessor’s Revolving Fund	\$ 763.00
b. Bridge Capital Improvement Fund	\$ 39.16
c. Cleveland County Justice Center Fund	\$313,666.70
d. Co Bridge and Road Improvement Fund	\$ 50,678.84
e. Co. Commissioners Building Fund	\$ 21.38
f. Co Clerk’s Lien Fee Fund	\$ 4,684.25
g. Co Clerk’s Preservation Fee Fund	\$ 22,903.80
h. County Health Fund	\$ 4,967.92
i. Court Clerk Revolving Fund	\$ 14,435.82
j. DA Incarceration Costs Fund	\$ 522.82
k. Co Fair Board Fund	\$ 31,523.00
l. First Choice Recovery Fund	\$ 382.32
m. Highway Unrestricted Fund	\$481,204.36

n.	S.T.O.P Violence Against Women Grant Fund	\$ 2,549.00
o.	Sales Tax Fund	\$694,259.14
p.	Co Sheriff Commissary Fund	\$108,544.06
q.	Co Sheriff Courthouse Security Service Fee Fund	\$ 3,731.86
r.	Co Sheriff Revolving Fund	\$ 58,287.00
s.	Co Sheriff Donation Fund	\$ 7,628.80
t.	Co Sheriff Federal Share Revenue Fund	\$ 6.64
u.	Co Sheriff Service Fees Fund	\$ 54,385.97
v.	Co Sheriff Jail Fund	\$ 7,112.19
w.	Co Treasurer’s Certification Fee Fund	\$ 4,680.00

19. Approval of the following 2012-2013 Cash Fund Lapsed Balances:

a.	Sheriff Jail Fund	\$ 1,108.83
b.	Sheriff Service Fees	\$ 1,312.30

20. Approval of the following Blanket Purchase Orders submitted for the following Departments:

District #1:

14-5296	T2A	Palace Auto Supply	\$ 2,000.00
14-5299	T2A	Total Equipment and Rental	\$ 1,500.00
14-5300	T2A	ISI Industrial Specialties	\$ 1,000.00
14-5320	T2A	Bill’s Welding Equip.	\$ 800.00

Building Maint:

14-5304	SM2	Eureka Water Co.	\$ 100.00
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Fair Board:

14-5256	FF2	Move Your Ads, Inc.	\$ 350.00
14-5257	FF2	Jet Productions, Inc.	\$ 1,200.00
14-5260	FF2	The Norman Transcript	\$ 750.00
14-5272	FF2	Allison’s Fun Inc.	\$ 1,500.00

Heath Dept.:

14-5291	MD1C	Chelsea M. Zamarripa	\$ 100.00
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21. Approval of the Certificate of Requesting Officers on Blanket Purchase Order Numbers:

FY 13/14

General:

14-0006-H2	14-0329-K2	14-1086-CCJC2	14-1358-B2A
14-3185-B2A	14-3618-CCJC2	14-4040-B2A	14-4568-B2A
14-4859-B2A			

Highway:

14-2588-T2A 14-2665-T2A 14-3955-T2A 14-4371-T2A

Health Dept:

14-0468-MD1C

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

FY 13/14

a.	General Fund	\$	452,980.47
b.	Highway Fund	\$	143,705.00
c.	Health Fund	\$	304,526.46
d.	Sheriff Justice Assistance Grant Fund	\$	514.92
e.	Sheriff Cleve. Co. Justice Center Fund	\$	133,680.43
f.	Sheriff Courthouse Security Service Fee Fund	\$	23,298.51
g.	Sheriff Service Fee Fund	\$	134,500.67
h.	Sheriff Revolving Fund	\$	78,663.98
i.	County Clerk Preservation Fund	\$	11,350.35
j.	Treasurer Certification Fee Fund	\$	731.92
k.	Fair Board Fund	\$	4,059.39

G. 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.)

H. Commissioner’s Discussions regarding County Business.

I. Public Comment:

(Comments from public will be allowed on any item listed in the agenda or discussed by the Commissioners in the meeting. Public comment is limited to two (2) minutes per item. Persons wishing to be heard must sign up at the beginning of the meeting and identify items they wish to speak about.)

J. Executive Session for the purpose of discussing the following:

Pursuant to 25 O.S. 2001 307.B.1, Discussion with Counsel regarding employment, promotion, demotion, salary, disciplining or resignation of Executive Director of the Cleveland County Fairgrounds.

K. Action Regarding Executive Session on the following:

Pursuant to 25 O.S. 2001 307.B.1, Regarding employment, promotion, demotion, salary, disciplining or resignation of Executive Director of the Cleveland County Fairgrounds.

L. Adjourn.

05-23-14 A10:24 FILE

Date & Time Posted: _____

County Clerk: _____

Jimmy Belmon

by Linda Atkins