

March 25, 2002

The regularly scheduled meeting of the Board of County Commissioners was called to order this 25th day of March, 2002, in the conference room of the County Office Building by Chairman George Skinner. Roll was called by Dorinda Harvey, County Clerk/Secretary and those present were:

George Skinner, Chairman
Leroy Krohmer, Vice-Chairman
Bill Graves, Member
Dorinda Harvey, Secretary

Others present were: Kerrie Hudson, DeWayne Beggs, Roy Bugher, Mike McDanel, Tammy Howard, Brenda Wakeman, Cathy Steincamp, Donna Roberts, Sylvia Martin, and Joan Barker.

After the reading of the minutes of the regular meeting of March 18, 2002, the special meeting of March 20, 2002, and the emergency meeting of March 20, 2002, Bill Graves moved to approve the minutes. Leroy Krohmer seconded the motion.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.

Motion carried.

Brenda Wakeman, Assistant Purchasing Agent, opened the bid for County Bid #YF-1138 – One year (1) Renewable Lease for 2,800 square feet Office Space with a 750 square feet Warehouse located in the Norman area, for the Cleveland County Youth & Family Center. The bid accompanied by property executed non-collusion affidavit is on the following page:

CLEVELAND COUNTY BID SUMMARY				
List of Individual Bidders				
		BELL INVESTMENTS		
BID: YF-1138				
DEPT: YOUTH & FAMILY				
DATE OPENED: 3-25-02				
		1		
				AWARDED TO:
List of Individual Items				
One-year (1) Renewable Lease for 2,800 square feet Office Space with a 750 square foot Warehouse located in the Norman area.				
Proposed Office Building Location:		1811 Industrial Blvd., STE 103, 105, 109, 117 Norman, OK		
Description of Proposed Office Space:		2,875 SQ. FT. 7 Sep. Off., Conf. Room 13 Park Spaces Ground Floor 3 Baths, Rec. Area Handicap Access 2 Lg Rooms, File Closet		
Description of Proposed Warehouse Space:		800 SQ. FT. with Bay Door		
Cost per month:		\$2,475.00		
VENDOR'S COMMENT:		If Any Alterations to Property Are To Be Made Tenant Pays For Labor Owner Pays For Materials.		
CONTACT PERSON:		LINDA BREEDEN		
TELEPHONE NUMBER:		405-642-4511		
FAX NUMBER:		405-4190		
NON-COLLUSION AFFIDAVIT:		YES		

Upon the request of Brenda Wakeman, Leroy Krohmer moved, seconded by Bill Graves, to accept County Bid #YF-1138 and award at a later date.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.

Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to approve the Storage Agreement between the Cleveland County Election Board and Pab Moving and Storage of Norman for voting equipment from January 1, 2002, thru June 30, 2002.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.

Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to approve the Renewal Agreement between the Board of County Commissioners and Oklahoma Department of Human Services

for property located at 110 E. Eufaula Street, Norman, OK – Child Support Office. The renewal of this lease shall begin July 1, 2002, and end June 30, 2003, in the amount of \$2,039.50 per month.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

After it was established that the agreement amount was the annual charge, Leroy Krohmer moved, seconded by Bill Graves, to approve the Equipment Service Agreement between the Cleveland County Treasurer and Business Imaging Systems, Inc., for MS400 S/N#AB303956, RFC200 S/N#AM104138, 5001S/SCSI BRD, SCSI, CARD/CABLE, EZ04 LENS in the amount of \$2,195.00 beginning July 1, 2002, thru June 30, 2003.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to approve the Maintenance Agreement between the Cleveland County Election Board and R.K. Black for Ricoh FT-6645 Copier, Serial #3355430673 at a rate of \$.018 per copy, from July 1, 2001, thru June 30, 2002.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to approve the System Maintenance & Service Agreement between the Cleveland County Treasurer and Business Imaging Systems, Inc. for the following software: Canofile for windows Ver 2.01 S/N#AJ301395 and Hardware: Teac CD Recorder S/N#0342097 & DR5020 Scanner S/N#BR300445 in the amount of \$1,510.00 beginning July 1, 2002, thru June 30, 2003. The maintenance and service agreement change is annually.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to approve the Extended Warranty Agreement between the Cleveland County Treasurer and A. E. C. Solutions for Time Clock Equipment S/N #098229 in the amount of \$100.00 beginning April 15, 2002, thru April 14, 2003. The agreement charge is annually.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to approve the following Resolutions disposing of Equipment:

- a. 1981 Chevrolet 1-Ton Pickup S/N#OK861105
- b. 1990 Chevrolet Caprice S/N#1G1BL5473LR140833
- c. 1992 Buick Century S/N#1G4AG54N9N6470370
- d. 1992 Buick Century S/N#1G4AG54N7N6470478
- e. 1993 Chevrolet Caprice S/N#1G1BL5370PR137928

- f. 1993 Chevrolet Caprice S/N#1G1BL5373PR138197
 - g. 1993 Chevrolet Caprice S/N#1G1BL537XPR137998
 - h. 1993 Chevrolet 1500 Pickup S/N#1GCDC142XPZ156978
 - i. 1994 Ford Crown Victoria S/N#2FALP71W8AX155632
 - j. 1995 Buick Century S/N#1G4AG55M956469382
 - k. 1995 Ford Crown Victoria S/N#2FALP71W15X174545
 - l. 1996 Ford Crown Victoria S/N#2FALP71W5TX128055
 - m. 1996 Chevrolet Caprice S/N#1G1BL52PXTR120761
 - n. 1996 Ford Crown Victoria S/N#2FALP71W0TX128075
- (The above items are from the Sheriff's Office and were sold at the auction in Elk City on March 9, 2002.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to approve the following Resolutions disposing of Equipment:

- a. Booster Bill Battery Charger, #338-006, S/N#2438
- b. Tiger Model Broom, #337-016, S/N#T50188
- c. 1990 Caprice Car, #331-007, S/N#1G1BL5472LR140869
- d. Soil Dynapac, #320-011, S/N#4166017
- e. International Truck, #302-194, S/N#1HS HAN09N9LH298219
- f. Auto Crane Mounted, #315-007, S/N#F-18 370530200
- g. Case Loader, #312-002, Model 480LL
- h. 1988 Chevy Pickup, #301-023, S/N#1GCDC141JZ231128
- i. 1981 Mack Truck, #301-090, S/N#1M2B11ZC4BA001549
- j. 1984 1-Ton Pickup, #301-092, S/N#1GCGD34J2FF344913
- k. 1991 Dodge Pickup, #301-116, S/N#167GE16Y4MS299506
- l. 1988 Kenworth Truck, #302-156, S/N#1N1NKEK09X8JJ373406
- m. Caterpillar Motor Grader, #305-001, S/N#61M-6629
- n. 1986 Volvo Tractor, #304-009, S/N#1B7KE2625KSO53005
- o. Tanaka Chain Saw, #330-009, S/N#G137589
- p. 16" Tanaka Chain Saw, #330-010, S/N#G137263
- q. McCulloch Chain Saw, #330-011, S/N#11029887
- r. McCulloch Chain Saw, #330-012, S/N#11029883
- s. Homelite Textron Chain Saw, #330-013, S/N#3E2380150
- t. Stihl 16" Chain Saw, Model 028
(The above items were sold, sold at auction, stolen, junked or broken and salvaged for parts.
- u. 1998 Mack Truck, #302-169, S/N#1M2P267Y5WM037811
(The above item was a lease and was sent back.)
- v. Rosco Street Flusher, #337-003, S/N#1241
(The above item was donated to Little Axe Fire Dept.)

- w. Ford C900 Asphalt Dist. #302-145, S/N#C91KVCA6205
(The above item was transferred to District #3.)
All of the above items are from District #1.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to approve the following Cash Fund Appropriations:

a. District Attorney's Incarceration Costs	\$ 152.45
b. District Attorney's Witness Fee Reimbursement	140.70
c. Sheriff's Service Fee Fund	37,875.60
d. Sheriff's Commissary Fund	574.27
e. Sheriff's Dare Program Fund	30.00
f. Sheriff's Federal Share Revenue Fund	822.65
g. Sheriff's Donation Fund	10.00
h. Sheriff's Revolving Fund	16,740.00
i. Treasurer's Certification Fee Fund	7,130.00
j. Commissioner's Bldg. Fund	122.19
k. County Clerk's Lien Fee Fund	1,344.30
l. County Clerk's Preservation Fee Fund	25,995.00
m. Local Emergency Planning Committee Fund	1,000.00
n. Assessor's Revolving Fund	495.00
o. Child Abuse Prevention Fund	1,431.96
p. Local Law Enforcement Block Grant Fund	10,254.72
q. Fair Board Fund	5,593.43
r. Highway Unrestricted	438,625.65

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to approve the following Blanket Purchase Orders:

a. General Fund		
02-5798 – F2A	Dimensional Concepts	\$12,000.00
02-5799 – F2A	Dimensional Concepts	12,000.00
02-5846 – SQ2	Copelin's Office Center	1,000.00
02-5851 – SQ2	U. S. Foodservice, Inc.	1,000.00
02-5866 – SQ2	Wal-Mart Community	1,000.00
02-5873 – B1C	American Extradition, Inc.	2,500.00
02-5874 – B2B	Ben E. Keith	2,500.00
02-5879 – B2B	Fadler Company, Inc.	2,500.00

02-5884 – B2B	Sysco Food Services of Okla.	2,500.00
02-5887 – B1C	Transcor America, Inc.	2,500.00
b. Highway Unrestricted Fund		
02-5830 – T2A	C & M Distributing Co.	750.00
02-5834 – T2A	J & E Supply & Fastener	750.00
02-5869 – T2A	C & M Distributing Co.	750.00
02-5871 – T2A	Acme Fence of OKC	600.00
02-5875 – T2A	Commercial Distributing Inc.	2,500.00
02-5882 – T2A	Moyer Factory Warehouse, Inc.	1,200.00
02-5885 – T2A	Taylor & Sons Pipe & Steel	600.00
02-5886 – T2A	T & W Tire	3,000.00
c. Health Fund		
02-5849 – MD2	Diagnostic Mobile X-Ray	2,500.00
d. Youth & Family Fund		
02-5843 – WG1C	American Red Cross	250.00
02-5847 – WG2	Copelin's Office Center	200.00
02-5861 – WG2	Ok. St. Bureau of Investigation	600.00
e. Sheriff's Service Fee Fund		
02-5876 – CFB2	Copelin's Office Center	1,500.00
02-5880 – CFB2	Ferguson Pontiac GMC	1,000.00
f. Sheriff's Revolving Fund		
02-5872 – CFBRE2	American Chemical System	1,750.00
02-5878 – CFBRE2	Dynacare Oklahoma, Inc.	750.00
02-5881 – CFBRE2	Ken's Discount Pharmacy	2,500.00

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to approve Emergency Purchase Order #200205832 in the amount of \$8,810.00 to C & S Heating & Air Conditioning, Inc. for estimated cost for installing Luxaire fifteen-ton rooftop cooling unit for courthouse from SM3.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to approve Certificate of Requesting Officers on Blanket Purchase Order Numbers:

02-0475 – B2A	02-0437 – T2A
02-0538 – B2A	02-0438 – T2A
02-0544 – B2A	02-2936 – T2A
02-0574 – B2A	02-5654 – T2A
02-1876 – B1C	
02-2356 – B2A	02-0283 – MD2
02-3232 – B2B	02-0312 – MD2
02-3930 – B2B	02-3397 – MD2
02-3993 – F2A	
02-4186 – B2B	02-3780 – WG2
02-4779 – B2B	
02-4858 – F2A	02-0583 – CFBRE2
02-5201 – B2B	02-2366 – CFBRE2
02-5220 – B2B	

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to approve Purchase Orders for Payment of Personal Services, Travel, Maintenance & Operation, and Capital Outlay from:

<u>FY01/02</u>	
a. General Fund	\$ 687,109.31
b. Highway Unrestricted Fund	189,141.09
c. Health Fund	2,939.80
d. Youth & Family Fund	109,961.10
e. Sheriff's Service Fee Fund	12,291.17
f. Sheriff's Revolving Fund	10,092.70
g. Sheriff's Commissary Fund	123.71
h. Sheriff's D.A.R.E. Fund	586.29
i. Sheriff's Federal Share Revenue Fund	2,028.13
j. Treasurer's Certification Fee Fund	19,992.21
k. County Clerk's Lien Fee Fund	730.07
l. County Clerk's Preservation Fee Fund	303.75
m. Free Fair Fund	2,167.31

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.
Motion carried.

(For a complete listing of warrants and original signatures, see warrant registers.)

Bill Graves asked about Item #4, under new business, and asked Mike McDanel, Assistant District Attorney, about the dates on the agreement. Mr. McDanel stated that he believes it to be all right.

There being no further business to come before the Board, Leroy Krohmer moved that the meeting be adjourned. Bill Graves seconded the motion.

The vote was: George Skinner, yes; Leroy Krohmer, yes; Bill Graves, yes.

Motion carried.