

September 20, 2004

The regularly scheduled meeting of the Board of County Commissioners was called to order this 20th day of September, 2004, in the conference room of the Cleveland County Fairgrounds, 605 E. Robinson, Norman, Oklahoma, by Chairman Bill Graves. Roll was called by Dorinda Harvey, County Clerk/Secretary and those present were:

Bill Graves, Chairman
Leroy Krohmer, Member
Dorinda Harvey, Secretary

Vice-Chairman George Skinner was absent.

Others present were: Kerrie Hudson, Mike McDanel, Randall Turk, Donna Roberts, Tammy Howard, Sylvia Martin, and Sandra DeSelms.

Chairman Graves began the meeting with the Pledge of Allegiance.

After the reading of the minutes of the regular meeting of September 13, 2004, and there being no additions or corrections, Leroy Krohmer moved that the minutes be approved. Bill Graves seconded the motion.

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

Motion carried.

Tammy Howard, Purchasing Agent, opened bids for County Bid #DA-1243 – The Purchase and Tabbing of Legal Size, End and Top Tab Folders for the District Attorney's Office. The bids, each accompanied by properly executed non-collusion forms are on the following page:

CLEVELAND COUNTY BID SUMMARY			
List of Individual Bidders			
	The Office Planning Group	Documation, Inc.	
BID: #DA-1243			
DEPT: District Attorney's Office			
DATE OPENED: 9-20-04			
	1	2	
List of Individual Items			Awarded To:
The Purchase and Tabbing of Legal Size, End and Top Tab Folders for the District Attorney's Office.			Tabled on 9-20-04
2700 Each New Misdemeanor Legal Size, End Tab Folders with Tabbing.	No Bid	\$4,536.00	
1534 Each New Felony Legal Size, End Tab Folders with Tabbing.		\$2,577.12	
466 Retabbed Felony Legal Size, End Tab Folders.		\$424.06	
500 Each New Juvenile Legal Size, Top Tab Folders with Tabbing.		\$765.00	
GRAND TOTAL:		\$8,302.18	
BRAND:		VRE-1	
WARRANTY:		N/A	
WILL DELIVER ENTIRE ORDER BY:		6-30-05	
CONTACT INFORMATION:			
CONTACT PERSON:		Samantha Johnson	
TELEPHONE NUMBER:		(405) 936-0700	
FAX #:		(405) 936-0701	
NON-COLLUSION AFFIDAVIT:		Yes	
PA-102(1982)			

Upon the request of Ms. Howard, Leroy Krohmer moved, seconded by Bill Graves, to accept the bids and to award and/or reject at a later date.

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

Motion carried.

Upon the request of Sandra DeSelms, County Treasurer, Leroy Krohmer moved, seconded by Bill Graves, to award County Bid #CT-1241 – Imaging and Mailing of approximately 100,000 each, 2004 Tax Statements for the County Treasurer to Myriad Systems, Inc. Ms. DeSelms stated that the lowest bidder did not meet bid speck and Myriad Systems, Inc. was the seconded lowest bidder.

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

Motion carried.

Upon the request of Sandra DeSelms, County Treasurer, Leroy Krohmer moved, seconded by Bill Graves, to award County Bid #CT-1242 – The purchase of two (2) Laser Printers for the Cleveland County Treasurer's Office to R. K. Black the reason being they had the highest page per minute and the smallest unit and due to space limitation she needs that.

Tammy Howard, Purchasing Agent, stated that several of the low bids did not meet specks and that R. K. Black had a better warranty.

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

Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to approve the Proposal for the Contractor (Nashert) to extend the fire sprinkler system to the areas of the courthouse not currently shown at the Cleveland County Courthouse Renovations and will be paid for out of the courthouse renovation fund. Chairman Graves stated that there was a letter from Judge Hetherington stated that the courts would end up paying for this in the amount of \$61,419.66.

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

Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to approve the Renewal of the Contract between Cleveland County and Alcohol and Drug Testing, Inc. (ADTI) to manage drug and alcohol testing program for FY2005.

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

Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to approve the Application from Oklahoma Natural Gas Company for Permit-Utility Line Installation – 440 Feet of SMLS B 10.79#.237 TF w/2040 Pipe Clad Gas Piping. Work being performed due to leakage on existing pipeline. Location: NE ¼ Sec. 11-T6N-R1W and NW ¼ Sec. 12-T6N-R1W.

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

Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to approve the Proclamation to Proclaim the fourth Monday in September, as Family Day - A Day to Eat Dinner With Your Children.

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

Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to approve the Maintenance and Service Agreement between the Cleveland County Treasurer and DataTel, Inc., for computer operational technology support on software and hardware beginning October 1, 2004, and ending on September 30, 2005, at a rate of \$750.00 per month for a total of \$9,000.00 for the year.

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

Motion carried.

Upon the request of Sandra DeSelms, Bill Graves moved, seconded by Leroy Krohmer, to strike from the Items 6, 7, and 8 from the agenda, (6) Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the Cleveland County Treasurer and Summit Mailing & Shipping Systems on new Postal Scale, IJ65AL/SE37IJ, Model MEZ37AL. To be billed quarterly at \$123.75 per quarter for a total annual agreement of \$495.00. Agreement to begin after ninety day warranty and there will be a credit on trade-in of old postal equipment; (7) Discussion, Consideration, and/or Action to Approve the Maintenance Agreement between the Cleveland County Treasurer and Summit Mailing & Shipping Systems on new auto feed Digital Mail Machine, model IJ65AL with five (5) pound scale at \$135.00 per quarter for sixty-nine months at a total annual cost of \$540.00. Agreement to begin after ninety day warranty and a credit will be given on trade-in of old postal equipment; (8) Discussion, Consideration, and/or Action to Approve the Contract Agreement between the Cleveland County Treasurer and Neopost Leasing on Digital Meter, model IJ65BAI at \$135.00 per quarter for sixty-nine months at a total annual cost of \$540.00. Agreement to begin once the mail machine is installed.
The vote was: Bill Graves, yes; Leroy Krohmer, yes.
Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to approve the Resolutions Disposing of Equipment as follows:

- a. SP102-1 Hon Black Leather Chair – 2091 SR 11T
- b. SP102-2 Hon Black Leather Chair – 2091 SR 11T

(The above items are from Purchasing and were transfer to Building Maintenance and District #3.)

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

Leroy Krohmer moved, seconded by Bill Graves, to approve the July and August, 2004, monthly reports of Shari Kenny, Health Department.

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

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

- a. General Fund
 - 05-1555 – SM2 Massco, Inc. \$ 2,500.00
 - 05-1627 – A4 West Group Payment Ctr. 6,000.00

- b. Highway Unrestricted Fund
 - 05-1564 – T2B Okla. Dept. of Transportation 1,716.66
 - 05-1585 – T2A Certified Laboratories 750.00
 - 05-1600 – T2A Ace Hardware 750.00
 - 05-1601 – T2A C & M Distributing Co. 750.00

05-1602 – T2A	Kirby-Smith Machinery	750.00
05-1603 – T2A	Steve’s Wholesale Dist.	500.00
05-1604 – T2A	Weldon Parts, Inc.	750.00
05-1619 – T2A	Delco Tools & Equipment	1,500.00

c. Health Department Fund

05-1633 – MD2	LABSCO Medical/Laboratory Sup.	2,500.00
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The vote was: Bill Graves, yes; Leroy Krohmer, yes.

Motion carried.

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

05-0390 – B2B	05-0061 – T2A
	05-0330 – T2A

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

Motion carried.

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

FY04/05

a. General Fund	\$ 339,536.35
b. Highway Fund	100,934.71
c. Health Fund	109,889.42
d. Sheriff’s Service Fee	3,686.81
e. Sheriff’s Revolving Fund	8,188.31
f. Sheriff’s Commissary Fund	1,450.55
g. County Clerk’s Preservation	4,555.00
h. Treasurer’s Certification Fee Fund	110.00
i. Fair Board Fund	1,922.64
j. Safe Room Grant Fund	3,051.21

FY03/04

a. General Fund	\$ 18,267.70
b. Health Fund	10,649.00

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

Motion carried.

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

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: Bill Graves, yes; Leroy Krohmer, yes.

Motion carried.