

April 11, 2005

The regularly scheduled meeting of the Board of County Commissioners was called to order this 11th day of April, 2005, in the conference room of the Cleveland County Fairgrounds, 605 E. Robinson, Norman, Oklahoma, 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: Christine Brannon, F. DeWayne Beggs, Sandra DeSelms, Denise Heavner, Rhonda Hall, Mike McDanel, Tammy Howard, Paula Roberts, Pam Strawn, Denise Ellison, Terry Lyness, Annette Pretty, Randall, Turk, Mark Meyer, Darrell Mason, Brian Pollman, Sylvia Martin, Jane Cannon, Mike Kelly, Ray Musgrave, John Evans, Bill Kaighn, Jim Harmon, and Bob Wood.

Chairman Skinner began the meeting with the Pledge of Allegiance.

After the reading of the minutes of the regular meeting of April 4, 2005, and the special meeting of April 5, 2005, and there being no additions or corrections, Bill Graves moved that the minutes be approved. Leroy Krohmer seconded the motion.

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

Motion carried.

Tammy Howard, Purchasing Agent, opened bids for County Bid #COM1-1257 – Lease/Purchase for one (1) or more, 2005 or newer, Front End Loader, for the Cleveland County Commissioners. The bids, each accompanied by properly executed non-collusion affidavits are on the following page:

CLEVELAND COUNTY BID SUMMARY						
List of Individual Bidders						
	Frontier Equipment	Central New Holland Inc.	Kirby-Smith Machinery, Inc.	The G.W. VanKeppel Company	Warren Cat	
BID: #COM1-1257						
DEPT: Commissioners						
DATE OPENED: 4-11-05						
	1	2	3	4	5	
List of Individual Items						Awarded To:
Lease/Purchase for one (1) or more, 2005 or Newer Front End Loaders, for the County Commissioners.						Tabled on 4-11-05
Option #1:						
Lease/Purchase with buy-out option:						
Base Price:	No Bid	\$155,000.00	No Bid	\$148,614.00	\$175,646.00	
Finance Amount:		\$115,000.00		\$108,614.00	\$135,646.00	
Finance Percentage:		4.65%		4.65%	4.30%	
Payment Amount:		\$1,579.11		\$1,478.10	\$1,388.93	
End of Lease Buy-out Option:		\$38,750.00		\$37,500.00	\$75,600.00	
Option #2:						
Full Payout Lease:						
Base Price:		\$155,000.00	\$149,800.00	\$148,614.00	\$175,646.00	
Finance Amount:		\$115,000.00	\$109,800.00	\$108,614.00	\$135,646.00	
Finance Percentage:		4.65%	4.82%	4.65%	4.30%	
Payment Amount:		\$2,151.80	\$2,065.13	\$2,032.31	\$2,516.53	
MAKE:		New Holland	Komatsu	Volvo	Caterpillar	
MODEL:		LW190.B	WA380-5	L110E	950G II	
YEAR:		2005	2005	2005	2005	
WARRANTY:		—	6 Mos. Parts & Labor - Standard 36 Mos./5,000 Hours Power Train - Extended	5 Year / 5,000 Hours Full Machine	6 Mo. / Unlimited Full Machine Warranty 60-Mo. / 5,000 Hour Full Machine Warranty Caterpillar Attachment Warranty	
Contact Person:		Tim Counts	Pud Wood	Scott Clary	Terry Lyness	
Title:		Sales	Gov. Sales	Sales Coord.	Mach. Sales & Rental	
Telephone:		495-6151	495-7820	495-0606	833-3625	
Fax:		789-8287	787-5973	495-9393	945-3420	
NON-COLLUSION AFFIDAVIT: PA-102(1982)		Yes	Yes	Yes	Yes	

Bill Graves moved, seconded by Leroy, to accept the bids for County Bid #COM1-1257 and to award and/or reject at a later date.

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

Motion carried.

Tammy Howard, Purchasing Agent, opened bids for County Bid #COM2-1258 – The Purchase of one (1) or more, new 2005 model, End Dump Semi-Trailer for the Cleveland County Commissioners. The bids, each accompanied by properly executed non-collusion affidavits are as follows:

CLEVELAND COUNTY BID SUMMARY						
List of Individual Bidders						
	Warren Cat	Frontier Equipment Sales, LLC	Southwest Trailers - Bid #1	Southwest Trailers - Bid #2	Total Truck & Trailer Equipment	
BID: #COM2-1258						
DEPT: Commissioner's						
DATE OPENED: 4-11-05						
	1	2	3	4	5	
List of Individual Items						Awarded To:
The purchase of one (1) or more, new 2005 model, End Dump Semi-Trailer, for the County Commissioners.						Tabled on 4-11-05
PROPOSED TRAILER:						
MAKE:	No Bid	Construction Trailer Specialist, Inc.	Clement	Clement	Warren	
MODEL:		SEDFT-38	Starlite 2	Fleetstar	QFS 38 60/66	
YEAR:		2005	2005	2005	2005	
WARRANTY:		1-Year	3 Years	3 Years	1 Year	
BID PRICES:						
F.O.B. VENDOR PLANT:		\$30,635.00	\$28,000.00	\$26,750.00	No Bid	
READY FOR PICK-UP DATE:		45-60 Days	Now	1 Day		
DELIVERED:		\$31,435.00	\$28,000.00	\$27,250.00	\$34,931.00	
DELIVERY DATE:		45-60 Days	2 Days ARO	2 Wks. ARO	90 Days ARO	
TRADE-IN ALLOWANCE:		0	\$3,500.00	\$3,500.00	\$4,000.00	
Contact Person:		Bill Kerr	R. Wade Scarberry	R. Wade Scarberry	Dan Matthews	
Telephone:		354-2611	943-9851	943-9851	329-3765	
Fax:		354-2992	943-4013	943-4013	329-8588	
NON-COLLUSION AFFIDAVIT:		Yes	Yes	Yes	Yes	
PA-102(1982)						

George Skinner moved, seconded by Leroy Krohmer, to accept the bids for County Bid #COM2-1258 and to award and/or reject at a later date.

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

Motion carried.

Upon the request of Tammy Howard, Purchasing Agent, Bill Graves moved, seconded by Leroy Krohmer, to accept the bids and to award and/or reject at a later date County Bid #HWY-1259 – One-Year (1) Non-Encumbered Contract for Tires and Tubes, the bid term will be from the bid award date through one-year (1) and to award and/or reject at a later date.

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

The bids each accompanied by the properly executed non-collusion affidavits are as follows:

CLEVELAND COUNTY BID SUMMARY			
List of Individual Bidders			
	Rich Tire Company	T & W Tire Company	
BID:	#HWY-1259		
DEPT:	Co. Comm. & Sheriff Dept.		AWARDED TO:
DATE OPENED:	4-11-05		Tabled on 4-11-05
	1	2	
List of Individual Items			
One-Year (1) Non-Encumbered Contract for Tires and Tubes for the County. The bid term will be from the bid award date through one-year (1).			
Ready for pick-up within ? Days after order is placed:	1-5 Days	14 Days	
Deliver within ? Days after order is placed:	1-5 Days	14 Days	
Exceptions:	If Back Ordered	If Back Ordered	
\$ per carcass for trade-in allowance:	\$5.00	Market Value	
Contact Person:	Ken Wilson	Ryan Woodard	
Telephone:	799-0272	787-6711	
Fax:	793-7017	495-7528	
NON-COLLUSION AFFIDAVIT:	Yes	Yes	
PA-102(1982)			

Chairman Skinner called for discussion, consideration, and/or action on the Remodeling of the Courthouse at 200 S. Peters. Chairman Skinner stated that this item would not be taken up at this time. This meeting will be recessed until 10:00 A.M. as which time this item will be discussed.

Leroy Krohmer moved, seconded by George Skinner, to approve the Service Agreement between the Cleveland County Treasurer and Business Imaging Systems for Conversion of Tax Roll from film to Digital. This is phase 1 of a 3-phase project. There are 313 rolls of film to convert at \$0.09 per image.

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

Bill Graves moved, seconded by Leroy Krohmer, to approve the Purchase and Maintenance Agreement between the Cleveland County Treasurer and Business Imaging Systems for update of computer system. The price of the System is \$9,269.00 and the Annual Maintenance is \$1,407.00 for a total of \$10,676.00.

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

Leroy Krohmer moved, seconded by Bill Graves, to approve the Purchase Agreement between the Cleveland County Treasurer and Business Imaging Systems on data conversion CFW to AX CD Conversion. 114 CFW CD's at \$195.00 each will be converted to AX. Total conversion cost will be \$22,230.00.

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

Leroy Krohmer moved, seconded by Bill Graves, to approve the Publication – Notice of Public Auction. Cleveland County District #3 Commissioner will have one (1) Chevrolet Pickup, one (1) Flatbed Truck, one (1) Tandem Dump Truck and one (1) Tractor with Boom Mower to be sold on Saturday, April 30, 2005, at 10:00 a.m., a Public Auction to be held by Larry Wells Auctioneer located at 8800 S. Hwy. 77, Noble. Notice to be published on Friday, March 15 and 22, 2005.

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

Bill Graves moved, seconded by Leroy Krohmer, to approve the Resolution Disposing of Equipment one Kodak Startech Reader with Lens #806-1319 and #845-5198. This item is from the County Clerk's Office and was junked.

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

Leroy Krohmer moved, seconded by Bill Graves, to approve the Resolution Determining Maximum Monthly Highway Expenditures:

T1A	\$ 232,776.80
T1C	3,375.59
T2A	1,790,866.53
T2B	73,276.12
T3	<u>911,330.43</u>
Total Unrestricted	\$ 3,011,625.47

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

Bill Graves moved, seconded by Leroy Krohmer, to approve the March, 2005, Monthly Reports of the following:

- a. Sandra DeSelms, County Treasurer
- b. Dorinda Harvey, County Clerk
- c. Denise Heavner, County Assessor
- d. Paula Roberts, Election Board Secretary

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 Blanket Purchase Orders:

a. General Fund		
05-4562 – R2	Norman Transcript	\$ 2,500.00
05-4601 – B2B	Ben E. Keith	1,000.00
b. Highway Fund		
05-4448 – T2A	Kirby-Smith Machinery	1,500.00
05-4509 – T2A	O’Reilly Automotive	1,000.00
05-4510 – T2A	Metro Glass, Inc.	750.00
05-4511 – T2A	Mid-Continent Truck Sales	750.00
c. Health Fund		
05-4558 – MD2	Thompson Pool & Patio	400.00
05-4584 – MD2	Copelin’s Office Center	2,500.00
05-4600 – MD2	Southwinds Landscape Mge.	2,500.00
d. Sheriff’s Service Fee Fund		
05-4566 – CFB2	Leon Pierce Body Repairs	2,703.44
05-4604 – CFB2	Norman Stamp & Seal	100.00
05-4605 – CFB2	Herring’s Tire, Auto & Boats	100.00
e. Sheriff’s Revolving Fund		
05-4602 – CFBRE2	American Chemical Systems	1,200.00
05-4603 – CFBRE2	American Chemical Systems	700.00
f. Fair Board Fund		
05-4506 – FF2	Arch Wireless	75.00
05-4508 – FF2	Copelin’s Office Center	500.00
05-4514 – FF2	Creative Printing	800.00
05-4515 – FF2	Norman Transcript	3,000.00

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

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

05-0403 – E2	05-0250 – T2A
05-2448 – R2	05-0920 – T2A
05-3023 – F2	05-2002 – T2A
	05-2285 – T2A
05-0601 – MD2	05-2648 – T2A
05-3978 – MD2	05-2699 – T2A
	05-2912 – T2A
05-3459 – CFB2	05-3223 – T2A
	05-3383 – T2A
	05-3608 – T2A

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

Leroy Krohmer moved, seconded by Bill Graves, to approve Emergency Purchase Order #2005-4563 to Alfred C. Brown dba Big Al's Towing & Recovery in the amount of \$83.00 from Sheriff's Maintenance & Operations (B2A).

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:

FY04/05

a. General Fund	\$ 239,975.41
b. Highway Fund	29,406.20
c. Health Fund	109,753.86
d. Sheriff's Service Fee Fund	3,326.56
e. Sheriff's Revolving Fund	539.25
f. Sheriff's Commissary Fund	1,635.05
g. County Treasurer's Certification Fee F	484.98
h. County Clerk's Preservation Fee Fun	13,263.00
i. Fair Board Fund	1,669.58
j. Safe Room FEMA Grant Fund	3,387.50
k. Local Emergency Planning	300.00

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.)

Tammy Howard, Purchasing Agent, stated that on item #4, on the publication date of the auction it states March and it should say April 15 and 22.

Leroy Krohmer moved, seconded by Bill Graves to approve the change.

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

Motion carried.

Leroy Krohmer moved, seconded by Bill Graves, to recess this meeting until 10:00 a.m.

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

Motion carried.

Bill Graves moved, seconded by Leroy Krohmer, to return from recess to the meeting.

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

Motion carried.

Chairman Skinner called for discussion, consideration, and/or action on the Remodeling of the Courthouse at 200 S. Peters.

Mike Kelly stated that Court Clerk Rhonda Hall, Bob Wood and himself had surveyed the Bankone Building and they had meet with the Oklahoma Supreme Court Network System personal, about the communications and are convinced that it can be made operational.

Rhonda Hall, Court Clerk, stated that she can get her people in the bank building, but they are still trying to workout the workflow of their customers. It is not a problem moving the computer system and she is working with Mr. Kelly trying to figure out where to put all of the equipment in the Courthouse-County Office Building.

Mr. Kelly stated some of the work would have to be done for the future re-location. When the Judges move to the fourth floor of the County Office Building there is going to have to be a junction box or a termination in the courthouse building, so he is going to find a permanent location so there is no added cost in that part of the re-location.

Now it is the cost associated with the relocation and how it will be allocated and in terms of re-location to make it better for the contractor to work in the facility with less disruption.

Rhonda Hall explained to the Board the way she was looking into the flow of customers using both entrances to the bank building.

Leroy Krohmer stated that if a lot of time is not gained by moving out, there is not much use in moving. If there are two hundred days given for the building being occupied it should be a lot less if they moved out.

John Evans with Nashert stated it depends on when they do the elevator work, whether it gets moved into the alternate with the courthouse or whether it gets done as planned with the base bid. That will dictate some extra work going into that and with it still being occupied on the second floor that is still going to be some concerns. The biggest time saving is you wouldn't be moving from a partials area over to the other and that would not count as construction time it is just a down time waiting for the move and he doesn't know what that time is.

The time frame was discussed again and the target date is November 20. By the time the District Attorney moved back into the County Office Building and they get the bank building ready for the Court Clerk's Office it will probably be in December.

Bill Graves asked if the Court Clerk does move does anybody have a monetary figure on the cost and where the money is going to come from and Mike Kelly stated that had not been developed, there is not an exchange of money but an exchange of labor.

The Sheriff is also coming to be affected by the Court Clerk's Office moving to the bank building as the Sheriff's Office will have to take prisoners to the Court Clerk's Office and this is going to increase the danger. Options were discussed.

Chairman Skinner addressed the contractors about a fence and air-conditioning unit that had been damaged.

Ray Musgrave with Nashert knew about the fence but there is an issued with the air-conditioning unit it is a little murkier.

Bob Wood stated that the air-conditioner had been repaired but there is a repair bill that needs to be paid.

Bill Graves moved, seconded by Leroy Krohmer, to table discussion, consideration, and/or Action on the Remodeling of the Courthouse at 200 S. Peters.

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

Motion carried.

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.