

NOTICE OF REGULAR MEETING

BOARD OF COUNTY COMMISSIONERS FOR ROGERS COUNTY, OKLAHOMA

PLACE: Rogers County Courthouse, Commissioners' Meeting Room,  
200 South Lynn Riggs Boulevard, Claremore, OK

DATE & TIME: Monday, March 7, 2016 at 9:00 O'clock A.M.

MINUTES

**\*\*\*CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION TO BE TAKEN ON THE FOLLOWING LISTED ITEMS ON THE AGENDA:**

- ITEM 1: **CALL TO ORDER:** DeLozier called the meeting to order at 9:02 AM.
- ITEM 2: **ROLL CALL TO ESTABLISH QUORUM:**  
Determine that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act. Chairman Dan DeLozier and Commissioner Ron Burrows were present and quorum established and determined that Notice of Meeting and Agenda were properly posted in accordance with the Oklahoma Open Meeting Act.
- ITEM 3: **PLEDGE OF ALLEGIANCE:** Burrows led the flag salute and pledge of allegiance to the American Flag.
- ITEM 4: **INVOCATION:** County Clerk Robin Anderson led a prayer.
- ITEM 5: **APPROVE/DISAPPROVE MINUTES:**
- a. February 29, 2016 Regular Meeting –
  - b. February 22, 2016 Regular Meeting- correct the correction  
\*\*\*NOTE\*\*\*Commissioner Burrows had stated there needed to be a correction made to the minutes on Item 8:3 Unfinished Business regarding the name of Gary Witt that was left off the list. Purchasing Agent Megan Jackson changed the minutes per Burrows' request. After the meeting, County Clerk Robin Anderson listened to the recording and the original minutes were correct. Gary Witt's name was **not** on the list of names read. –  
Burrows made a motion to approve Items 5: a and b and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried. Burrows stated in the minutes it listed a serial number for the water truck for surplus. On the resolution, it listed the VIN number. Burrows asked for clarification of what number to use. Assistant District Attorney Ben Lepak suggested using both for prudence. DeLozier asked if the minutes should be changed and Lepak stated they did not. Ms. Anderson presented an example of a declaration of surplus form and a disposing of equipment form to Lepak to show that it asked for the serial number, not the VIN number. She then asked, when applicable, that both numbers be used and he confirmed they should. \*\*\*NOTE\*\*\*The State Auditor's office was contacted to ask how to correct the corrected minutes and this was how it was suggested to do so.
- ITEM 6: **NEW BUSINESS:**
1. Consideration and possible action with respect to any other matters not known about or which could not have been reasonably foreseen prior to posting of the agenda – None presented.
- ITEM 7: **ANNOUNCEMENTS:** Planning Commission Director Larry Curtis stated we were forecast to receive a lot of rain. If there is flooding in your area (home or roads), let his department know so they can assess if there is any flood damage and keep a record of the flooding.
- ITEM 8: **UNFINISHED BUSINESS:**
1. Award the following bids:
    - Bid 678 – E600 Culvert Rogers County – Burrows made a motion to award to the low bid, Dave's Concrete, who bid \$48,000.00. DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
    - Bid 679 – NW A Street RCB Project – Burrows made a motion to award to the low bid, Dave's Concrete, who bid \$38,720.00. DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.  
\*\*\*NOTE\*\*\*This item was tabled from February 29, 2016 -
- ITEM 9: **ZONING:** None presented.
- ITEM 10: **PLATS:** None presented.
- ITEM 11: **ROADS & BRIDGES:**
1. Discussion and possible action regarding procurement of permanent and temporary right-of-way for the Rogers County District No. 3, 4160 Rd. Widening Project, as per Offer letter Samuel Bein and Star Sullivan – Lepak stated he had reviewed this and it looked fine.

Burrows stated the total offer is for \$4,900.00. Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.

**ITEM 12: CASH FUND ESTIMATE OF NEEDS & REQUEST FOR APPROPRIATIONS:** None presented.

**ITEM 13: TRANSFER OF FUNDS:**  
1. 82ST-200 M&O to 82ST-110 Personal Services \$75,000.00  
2. 83ST-200 1-Cent Sales Tax M&O to 83ST-400 1-Cent Sales Tax Capital Outlay \$14,000.00  
DeLozier made a motion to approve Item 13: 1 and 2 and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.

**ITEM 14: UTILITY PERMITS:**  
1. ONG - To – bore cross County Highway or Local Road E. 126th St. N. approximately 3.78 miles west & 1 mile north of Hwy 169 & Hwy 20 and further described as: 1,485 feet east of the northwest corner of Section 6 Township 21 Range 15 Rogers County. - District 2 – Curtis stated this met requirements and recommended approval. DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.

**ITEM 15: CLAIMS:**  
1. Salaries – None presented.  
2. Attendant Care –None presented.

**ITEM 16: BLANKET PURCHASE ORDERS:**  
1. Material, Supplies, Parts, Groceries & Prescriptions –  
• Emergency Management to Comdata, \$100.00  
• Emergency Management to Froman, \$400.00  
• Emergency Management to NE Tech Center, \$110.00  
• District 3 to R&S Auto Parts, \$750.00  
• District 3 to APAC, \$1,800.00  
• District 3 to Pryor Stone, \$3,150.00  
• District 3 to Walmart, \$100.00  
• District 3 to Lowes, \$500.00  
• Tri-Star Roll Off, \$2,560.00  
• Office Everything, \$100.00  
Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.  
2. Orders Exceeding Amount of Issuance – None presented.

**ITEM 17: GRANTS:** None presented.

**ITEM 18: AGENDA ITEMS:**  
1. Open and award the following bids: Purchasing Agent Megan Jackson opened all bids.  
• Bid 18A – Concrete (6 month bid) Bids sent: 8; Bids received: 2; Bids returned undeliverable: 0. Dolese Brothers bid \$99.00 per cubic yard. Greenhill Concrete bid \$95.00 per cubic yard. Burrows made a motion to award to Greenhill Concrete, the low bid and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.  
• Bid 27 – Rebar (6 month bid) Bids sent: 4; Bids received 2; Bids returned undeliverable: 0. TH Rogers Lumber Company bid (per 20 foot length) #3 - \$2.99; #4 - \$6.99; #5 - \$10.00. Wheeler Metals bid (per 20 foot length) #3 – \$2.39; #4 - \$4.24; #5 - \$6.62; #6 – 9.53. DeLozier made a motion to award to Wheeler Metals, the low bid and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.  
2. Resolution 2016 – 13 DE Declaration of Surplus for the following items:  
• Exmark 23 HP Zero Turn Mower, 48” cut LHP4823KA, Inventory ID #M-430.2, Serial #516599  
• John Deere Riding Mower with 42# deck model 110A, Inventory ID#M-430.1, Serial # GXL110A248941  
DeLozier made a motion to approve and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.  
3. Resolution 2016- 14 DE Disposing of Equipment - Exmark 23 HP Zero Turn Mower, 48” cut LHP4823KA, Inventory ID #M-430.2, Serial #516599  
4. Resolution 2016- 15 DE Disposing of Equipment - John Deere Riding Mower with 42# deck model 110A, Inventory ID#M-430.1, Serial # GXL110A248941  
DeLozier made a motion to approve Item 18:3-4 and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.  
5. Discussion and possible action regarding Resolution 2016-12DE Declaration of Surplus, Resolution 2016-5DE Disposing of Equipment, and Summary Report of Inventory for the following items for District 3 –2007 Kenworth Model T-300 Water Spray Truck, Automatic transmission, with cab SN - 7M167287 or VIN #2NKMLD9X87N167282- Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.

- ITEM 19: ACKNOWLEDGEMENT RECEIPT OF THE FOLLOWING ITEMS:** None presented.
- ITEM 20: PUBLIC COMMENTS AND RESPONSES FROM BOARD MEMBERS:**  
Limited to specific items on the Agenda that are listed and discussed at this meeting and limited in duration at the discretion of the Chairman – None presented.
- ITEM 21: PAYMENT OF PURCHASE ORDERS FROM ALL DEPARTMENTS:**  
(Materials, Supplies, Parts, Groceries & Prescriptions) Burrows made a motion to approve and DeLozier seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried.
- ITEM 22: RECESS OR ADJOURNMENT:** DeLozier made a motion to adjourn and Burrows seconded. Roll Call: DeLozier – aye, Burrows –aye. Motion carried at 9:28 AM.

BOARD OF COUNTY COMMISSIONERS  
ROGERS COUNTY, OKLAHOMA



  
Chairman Dan DeLozier

(Seal)  
By:   
Robin Anderson, Rogers County Clerk

  
Commissioner Ron Burrows

*Notice of said meeting was filed in the Office of the County Clerk on Thursday, February 18, 2016 at 4:50 p.m. and posted in the public display case near the front door entrance to the courthouse and on the county website. All items to be submitted for the agenda must be original documents and must be in the County Clerk's office by 12:00 p.m. on Thursday before the scheduled meeting on Monday.*

Fiscal Year:  
2015-2016

Purchase Orders by Account

Approved  
From: 3/7/2016  
To: 3/7/2016

<u>PO No.</u>	<u>Warrant No.</u>	<u>Vendor Name</u>	<u>Purpose</u>	<u>Amount</u>	<u>Cancelled</u>
<b>001-General</b>					
<b>04-130</b>					
1723	2778	CSAT	Training	\$2,400.00	
				Total:	\$2,400.00
<b>04-250</b>					
6182	2797	Welch State Bank	Lease Payment(s)	\$12,614.72	
6205	2800	Welch State Bank	Lease Payment(s)	\$1,561.96	
				Total:	\$14,176.68
<b>06-200</b>					
6865	2792	Office Everything	Ink Cartridge/Toner	\$75.96	
7012	2811	TM Consulting	Consulting Services	\$204.11	
				Total:	\$280.07
<b>08-200</b>					
5220	2787	American Water Products	Water Service	\$32.50	
				Total:	\$32.50
<b>09-130</b>					
6061	2793	Amber Hughes	Travel/Expenses	\$571.85	
				Total:	\$571.85
<b>10-200</b>					
6138	2795	USBank	Contract Base Rate	\$200.15	
6140	2796	USBank	Contract	\$297.00	
6200	2799	Preferred Business Systems LLC	Copier Lease Agreement	\$261.91	
				Total:	\$759.06
<b>14-200</b>					
5994	2792	Office Everything	Office Supplies	\$40.50	
6855	2792	Office Everything	Office Supplies	\$63.98	
6856	2805	Copy World Business Solutions	Copier Maintenance	\$82.50	
				Total:	\$186.98
<b>16-200</b>					
4650	2783	MailFinance	Postage Meter Lease	\$1,191.00	
				Total:	\$1,191.00
<b>19-130</b>					
5665	2789	Williston, Brett	Travel/Expenses	\$22.14	
				Total:	\$22.14
<b>19-200</b>					
4647	2782	Verizon Wireless	Wireless Access/ Data Card/iPad E	\$40.01	
				Total:	\$40.01
<b>20-200</b>					
4646	2781	City Of Claremore	Utilities	\$8,754.13	
5190	2786	Cox Business	Internet Services	\$1,547.99	
6233	2801	Summit Financial Group	Professional Services	\$1,286.00	
6929	2808	Youth Services Of Osage County	Detention Services	\$351.65	
				Total:	\$11,939.77
<b>20-402</b>					
5849	2790	Environmental Hazard Control Inc	Inspections	\$2,250.00	
				Total:	\$2,250.00
<b>20M-200</b>					
5414	2788	U. S. Cellular	Cell Phone Service	\$125.85	
6857	2806	Interstate All Battery Center Owass	Battery	\$215.20	
7007	2810	Atwoods Distributing	Supplies	\$32.97	
7014	2812	Locke Supply	Battery	\$61.10	
				Total:	\$435.12
<b>22-200</b>					
4370	2779	Genesis Of Oklahoma	Copier Base Rate & Overage	\$192.15	
6194	2798	American Water Products	Water Service	\$32.50	
				Total:	\$224.65
<b>23-200</b>					
5979	2791	Imperial Inc	Coffee Supplies	\$39.90	
6104	2794	Rogers County Dist. #3	Fuel	\$305.59	
6915	2807	ZedIT	Computer Programs/Software/Ant	\$240.00	
				Total:	\$585.49
<b>40-200</b>					
4404	2780	Northeast Technology Center	Training	\$110.00	
5047	2784	Froman Oil & Propane	Fuel	\$50.20	
5123	2785	AT&T Mobility	Cell Phone Service	\$150.35	
6284	2802	Culligan Of Tulsa	Water Service	\$30.45	
6616	2804	Claremore Daily Progress	Publications	\$250.00	
				Total:	\$591.00
<b>83-130</b>					
6599	2803	Ron Burrows	Travel/Expenses	\$31.08	

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2015-2016

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				Total:	<u>\$31.08</u>
<b>96SA&amp;I-200</b>					
6974	2809	State Auditor & Inspectors	Audit Expenses	\$31,785.98	
				Total:	<u>\$31,785.98</u>
<b>004-1 Cent Sales Tax</b>					
<b>81ST-110</b>					
6686	1286	Ergon Asphalt & Emulsions	Road Materials	\$325.60	
				Total:	<u>\$325.60</u>
<b>81ST-200</b>					
5722	1271	YellowHouse Equipment	Parts/Supplies	\$1,182.39	
6515	1276	Anchor Stone Company	Road Materials	\$534.42	
6606	1281	Ergon Asphalt & Emulsions	Road Materials	\$321.58	
6607	1282	Anchor Stone Company	Road Materials	\$815.40	
6645	1284	Kirby-Smith Machinery	Parts	\$336.18	
6647	1285	Ergon Asphalt & Emulsions	Road Materials	\$365.80	
6757	1287	Ergon Asphalt & Emulsions	Road Materials	\$237.16	
				Total:	<u>\$3,792.93</u>
<b>81ST-348</b>					
6951	1292	Welch State Bank	Lease Payment(s)	\$4,963.68	
				Total:	<u>\$4,963.68</u>
<b>82ST-200</b>					
5857	1272	OReillys Automotive Stores Inc.	Parts	\$659.01	
6461	1273	Anchor Stone Company	Road Materials	\$624.12	
6481	1274	Anchor Stone Company	Road Materials	\$686.70	
6495	1275	Anchor Stone Company	Road Materials	\$154.32	
6586	1279	Ergon Asphalt & Emulsions	Road Materials	\$1,341.97	
6830	1290	Ergon Asphalt & Emulsions	Road Materials	\$498.45	
				Total:	<u>\$3,964.57</u>
<b>83ST-200</b>					
6532	1277	Pryor Stone Company	Rock	\$614.57	
6553	1278	Pryor Stone Company	Rock	\$1,428.12	
6592	1280	Pryor Stone Company	Rock	\$1,305.70	
6631	1283	Greenhill Materials LLC	Road Materials	\$445.74	
6788	1288	P & K Equipment	Supplies	\$369.60	
6811	1289	Inland Truck Parts	Equipment/Repairs/Maint./Supplie	\$34.07	
6930	1291	YellowHouse Equipment	Equipment/Repairs/Maint./Supplie	\$375.95	
				Total:	<u>\$4,573.75</u>
<b>83ST-348</b>					
6957	1293	Welch State Bank	Lease Payment(s)	\$9,377.04	
6958	1294	Empire Financial Services LLC	Lease Payment(s)	\$11,141.15	
				Total:	<u>\$20,518.19</u>
<b>101-T-Highway</b>					
<b>81T-200</b>					
5269	1590	Chelsea Economic Development A	Water Service	\$40.00	
5270	1591	Chelsea Gas Authority	Natural Gas	\$522.57	
5271	1592	City Of Claremore	Electric Service	\$35.67	
5272	1593	City Of Claremore	Electric Service	\$220.16	
5277	1594	Public Service Of Oklahoma	Electric Service	\$432.89	
6030	1600	Tri-Star Roll-Offs	Dumpster	\$320.00	
6329	1604	G.W. Van Keppel Company	Vehicle Maintenance	\$179.48	
6385	1606	Tri-Star Roll-Offs	Dumpster	\$320.00	
6516	1609	Warren Cat	Parts	\$108.55	
6688	1614	Office Everything	Office Supplies	\$86.24	
6859	1621	Hamill Metals	Supplies	\$129.28	
6924	1611	Cintas Corporation 063	Uniforms	\$230.51	
6944	1623	Diamond P Lawn & Garden	Chainsaw/Supplies/Parts/Repair	\$209.98	
6945	1614	Office Everything	Office Supplies	\$50.85	
6982	1624	Hamill Metals	Supplies	\$10.32	
6983	1625	Lowes-District #1	Supplies	\$52.86	
6984	1626	Cintas Fas Lockbox 636525	First Aid/Supplies	\$133.49	
				Total:	<u>\$3,082.85</u>
<b>81T-400</b>					
3989	1588	OMES/LESO	Equipment	\$5,000.00	
4991	1589	Zoll Medical Corportation	Medical Supplies	\$1,345.00	
				Total:	<u>\$6,345.00</u>
<b>82T-200</b>					
5347	1595	R.W.D. #4	Water Service	\$57.40	
5856	1599	Tri-Star Roll-Offs	Dumpster	\$1,920.00	
6175	1602	AT&T	Phone Service	\$179.85	

Fiscal Year:  
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Purchase Orders by Account

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6458	1608	Tulsa County BOCC	Sign(s)/Post/Supplies/Repairs	\$208.00	
6617	1611	Cintas Corporation 063	Uniforms	\$234.28	
6679	1613	Java Daves	Coffee Supplies	\$108.06	
6692	1615	P & K Equipment	Filters	\$566.20	
6801	1619	Liberty Flag	Flags	\$73.00	
6803	1611	Cintas Corporation 063	Cleaning Service	\$91.03	
6804	1620	Atwoods Distributing	Mailbox/Maintenance/Supplies	\$14.99	
6864	1611	Cintas Corporation 063	Uniforms	\$280.94	
				Total:	\$3,733.75
<b>82T-220</b>					
6540	1610	Grainger	Supplies	\$59.40	
				Total:	\$59.40
<b>83T-130</b>					
6789	1617	May, Dennis	Reimbursement	\$44.29	
6790	1618	Mountjoy, Josh	Reimbursement	\$30.09	
				Total:	\$74.38
<b>83T-200</b>					
5356	1596	R. W.D. #5	Water Service	\$27.50	
5618	1597	Anago Of Tulsa	Janitorial Services	\$250.00	
5690	1598	Locke Supply	Electrical Supplies	\$259.26	
6129	1601	Wal-Mart Comm./RFCSELLC (Dis	Office Supplies	\$85.85	
6303	1603	At Your Service Rental	Portable Restroom	\$39.40	
6356	1605	Tri-Star Roll-Offs	Dumpster	\$2,560.00	
6422	1607	At Your Service Rental	Portable Restroom	\$90.00	
6551	1609	Warren Cat	Locks	\$143.82	
6673	1612	Lowes Home Center	Equipment	\$574.02	
7004	1611	Cintas Corporation 063	Uniforms	\$124.06	
				Total:	\$4,153.91
<b>84T-200</b>					
6760	1616	Westlake Ace Hardware #73	Sign(s)/Post/Supplies/Repairs	\$22.95	
6863	1622	Westlake Ace Hardware #73	Letter/Number Kits	\$25.94	
				Total:	\$48.89
<b>115-Health Department</b>					
<b>26-130</b>					
5023	357	Renetta Harrison	Travel/Expenses	\$54.00	
5923	360	Garvey, Mary	Travel/Expenses	\$74.52	
6292	361	Humphries, Tina	Travel/Expenses	\$298.57	
7013	370	Wisdom, Tifane	Reimbursement	\$141.48	
				Total:	\$568.57
<b>26-200</b>					
2778	355	VIP Voice Services LLC	Equipment and Installation	\$1,858.42	
4969	356	VIP Voice Services LLC	Services	\$559.33	
5283	358	Chelsea Reporter	Subscription	\$28.00	
5841	359	City Of Claremore	Utilities	\$1,743.34	
6353	362	VIP Technology Solutions Group	Upgrades	\$870.78	
6464	363	Runnersworld Tulsa	Supplies	\$754.80	
6622	364	Henry Schein Inc	Supplies	\$335.03	
6623	365	Bens Tree And Shrub LLC	Lawn Maintenance	\$1,500.00	
6699	366	All Seasons Turf & Pest Control	Lawn Maintenance	\$720.00	
6782	367	Moore Medical	Medical Supplies	\$89.00	
6826	368	Admiral Express Office Supply	Office Supplies	\$152.42	
6932	369	Claremore Compounding & Pharma	Medication	\$240.00	
7017	371	Wal-Mart (Health Department)	Supplies	\$168.72	
				Total:	\$9,019.84
<b>119-Sheriff Civil Fees</b>					
<b>04CF-130</b>					
6850	231	Law Enforcement Training Assoc I	Training	\$1,380.00	
				Total:	\$1,380.00
<b>04CF-200</b>					
6848	230	Wal-Mart (Sheriff)	Supplies	\$75.63	
				Total:	\$75.63
<b>125-Engineering Fees</b>					
<b>23EF-200</b>					
6913	12	Rogers Engineering	Engineering Service	\$500.00	
6914	13	Rogers Engineering	Engineering Service	\$500.00	
				Total:	\$1,000.00
<b>131-Law Library</b>					
<b>30-200</b>					

Fiscal Year:  
2015-2016

## Purchase Orders by Account

Approved  
From: 3/7/2016  
To: 3/7/2016

<u>PO No.</u>	<u>Warrant No.</u>	<u>Vendor Name</u>	<u>Purpose</u>	<u>Amount</u>	<u>Cancelled</u>
6807	2	Law Library Revolving	Law Library	\$11,747.10	
6808	3	Law Library Revolving	Law Library	\$14,229.27	
Total:				\$25,976.37	
<b>137-Sheriff Jail</b>					
<b>04SJ-200</b>					
2518	1018	Murphy Sanitary Supply	Cleaning Supplies	\$296.10	
3282	1019	Murphy Sanitary Supply	Cleaning Supplies	\$239.43	
3563	1020	DCAM / Federal Surplus	Equipment	\$922.12	
3669	1021	Murphy Sanitary Supply	Supplies	\$361.53	
4669	1022	Murphy Sanitary Supply	Cleaning Supplies	\$931.20	
4778	1023	Murphy Sanitary Supply	Gloves	\$1,522.80	
5134	1024	Murphy Sanitary Supply	Supplies	\$317.40	
5650	1025	Murphy Sanitary Supply	Supplies	\$42.80	
6307	1026	Wheeler Metals	Containers	\$2,600.00	
6851	1027	Atwoods Distributing	Equipment	\$23.97	
Total:				\$7,257.35	
<b>147-Drug Court Contract</b>					
<b>147DCC-200</b>					
6916	37	Stone, Chrisie	Assistant Coordinator	\$2,093.50	
6918	38	Stone, Chrisie	Coordinator Duties	\$2,542.00	
6955	39	Big Sky Travel Service	Airfare	\$2,499.80	
Total:				\$7,135.30	
<b>148-Drug Court Participant</b>					
<b>148DCP-200</b>					
6038	66	Supreme Court Of Okla. Mgmt.	Computer Tech/Repairs	\$298.67	
6919	67	Rogers County Sheriffs Office	Transport	\$532.08	
6991	68	Chrisie, Stone	Reimbursement	\$141.48	
7010	69	Claremore Oxford House	Rental Agreement	\$300.00	
Total:				\$1,272.23	